

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



**TINKER AIR FORCE BASE INSTRUCTION
23-205**

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Materiel Management

***STORING AND DISPENSING LIQUID
OXYGEN AND NITROGEN (FUELS,
PROPELLANTS AND CHEMICALS)***

COMPLIANCE WITH THIS PUBLICATION IS MANADATORY

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This regulation prescribes responsibilities and procedures for receiving, issuing, and maintaining an adequate stock of liquid oxygen (LOX) and liquid nitrogen (LIN). It applies to all units and agencies that utilize LOX or LIN assigned to or attached to Tinker Air Force Base (AFB). Reference: Air Force Manual (AFMAN) 23-110, Vol. I, and Technical Order (T.O.) 42B6-1-1. This publication does apply to Air Force Reserve Command (AFRC) Units. This publication does apply to the Air National Guard (ANG). 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 through publications/forms managers. This Tinker AFBI may not be supplemented and no waivers will be granted for any part of this instruction. Ensure that all records created as result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>

SUMMARY OF CHANGES

This publication is substantially revised and must be completely reviewed. Changes include updating system names to allow for better understanding of the subject matter. A low-use trailer definition was incorporated with a reference for low-use trailer procedures. Also, updates were made to office symbols and office names.

1. Obtaining Bulk Quantities. Bulk quantities of liquid oxygen and liquid nitrogen will be obtained through commercial contract for storage and issues on an “as required” basis.

NOTE: Dispensing of liquid oxygen/nitrogen and verification of fuels availability to meet issue requirements is accomplished as prescribed by the fuels management contract.

2. Accounting For Bulk Quantities

2.1. Accounting of liquid oxygen and liquid nitrogen will be maintained by using the simultaneous receipt and issue procedures and issuing it to the using organizations on a prorated basis (reference AFMAN 23-110, Volume 1, *USAF Supply Manual*, part three, chapter 4).

2.2. On receipt and acceptance of liquid oxygen or liquid nitrogen from commercial contract supplier the Base Fuels Contractor will:

2.2.1. Make sure that proper receipting of the Department of Defense (DD) Form 250, *Material Inspection & Receiving Report*, is accomplished. The Fuels Flight Chief or designated representative will sign as receiver in block 22.

2.2.2. The Base Fuels Contractor will charge each using organization issues with the appropriate percentage of the receipt as determined through a semi-annual calculation of percentage of oxygen servicing trailers filled at Bldg 1052. A contractor representative will sign each issued DD Form 1348-1A, *Issue Release/Receipt Document*, and forward a copy to proper organization and Document Control (72 LRS/LGRMCC). The contractor will also forward a DD Form 1348-1A receipt signed by the Fuels Flight Chief or designated representative to LGRMCC.

2.2.3. Upon completion of processing, the Base Fuels Contractor shall forward a copy of the DD Form 250, a copy of the DD Form 1348-1A receipt, a copy of the delivery ticket and a copy of the call register to OC-ALC/FMFL. The contractor shall also forward the original call register, a copy of delivery ticket, a copy of DD Form 250 and a copy of DD Form 1348-1A receipt to OC-ALC/PKOOA.

NOTE: Each using organization will furnish the Base Fuels Contractor by letter, the Base Supply Organizational Account Code and shop codes for charging liquid oxygen and liquid nitrogen and the name, functional address symbol and telephone extension of an authorized representative and alternate.

3. Minimizing Product Losses.

3.1. Organizational dispensing carts will be filled Monday-Friday at 1000 hours. Organizations should bring carts requiring filling to Bldg. 1054 before 1000 hours. Filled carts can be picked up after 1200 hours. EMERGENCY issues on swing, graves and weekend shifts shall be on an on-call basis (Notify the Fuels Service Center, 739-5066). Carts with more than 25 gallons will not be filled under Emergency issue procedures.

3.2. Organizations must ensure that the only carts filled are the carts required for aircraft service. Active carts should be kept to a minimum to prevent excessive losses. Carts should only be filled when less than 25 gallons remains in the cart.

3.3. Definition-a low use trailer is one which was not used to service aircraft in the past 7 calendar days.

3.4. T.O. 42B6-1-1 contains procedures that must be followed when a low use trailer is identified. The organization responsible for servicing the aircraft must utilize the Air Force Technical Order (AFTO) Form 134, *Aviator Breathing Oxygen Servicing Trailer Log (Liquid/Gaseous)*, to identify low use carts, document aircraft servicing operations and actions taken when carts are identified as low use.

3.5. Base Fuels personnel will review the AFTO Form 134 to insure that aircraft servicing is documented on the form. If the AFTO Form 134 does not contain aircraft servicing data or can be identified as low use, Base Fuels personnel will not fill the cart.

4. Qualification of Equipment Operators.

4.1. Base organizations will not let personnel use liquid oxygen servicing equipment if they have not completed an appropriate course of instruction, which covers operations of the equipment and its safe use.

4.2. Owning organizations will provide personnel to assist in filling liquid oxygen and liquid nitrogen servicing carts.

5. Quality Control and Testing Requirements. The provisions of T.O. 42B6-1-1, *Quality Control of Aviators Breathing Oxygen*, govern quality checks (Section IV also covers Hazards and Safety Precautions of Liquid Handling).

6. Inspection And Maintenance Of Equipment:

6.1. Organizations using liquid oxygen servicing trailers will:

6.1.1. Make sure that inspection and maintenance to liquid oxygen servicing trailers are performed according to applicable 37C2 series T.O.s (Titled *Liquid Oxygen/Nitrogen Storage and Transfer Tanks*).

6.1.2. Assign or designate an operator to do daily and weekly inspections, normal operator maintenance and document the AFTO Form 244, *Industrial/Support Equipment Record*. Carts must be signed off for pre-operational inspection by the owning organization. Carts that have not been signed off on the current or previous duty day or carts with a red "X" (meaning there is a discrepancy with the cart and it's initiated by whoever discovers such) will not be filled.

6.1.3. Deliver trailer to Bldg. 1051, Area A, for accomplishment of periodic inspection and maintenance (A 90 day and 360 day periodic inspection).

NOTE: *Maintenance of the trailer chassis will not be included in the periodic inspection since such maintenance is governed by requirements set up for wheeled vehicles (Periodic inspection workcards-T.O. 37C2-8-116WC-1).*

6.1.4. Make sure that the requirements in T.O. 42B6-1-1, paragraphs 3-26b, c, d, e, and f are met.

6.1.5. Maintain AFTO Form 134, *Aviator Breathing Oxygen Servicing Trailer Log (Liquid/Gaseous)*. Liquid oxygen carts will not be filled without proper accounting of issues annotated on the AFTO Form 134.

ROBERT D. LABRUTTA, Colonel USAF
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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFMAN 23-110, Volume 1, *USAF Supply Manual*, 1 April 2009

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

T.O. 42B6-1-1, *Quality Control of Aviator's Breathing Oxygen*, 16 August 2010

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

AFTO Form 134, *Aviator Breathing Oxygen Servicing Trailer Log (Liquid/Gaseous)*, 1 August 1978

AFTO Form 244, *Industrial/Support Equipment Record*, 13 January 2011

DD Form 250, *Material Inspection and Receiving Report*, August 2000

DD Form 1348-1A, *Issue Release/Receipt Document*, July 1991

Abbreviations and Acronyms

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

AFRC—Air Force Reserve Command

AFTO—Air Force Technical Order

ANG—Air National Guard

LIN—Liquid Nitrogen

LOX—Liquid Oxygen

RDS—Records Disposition Schedule

T.O.—Technical Order