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Flying Operations**

**QUIET PERIOD/AIRFIELD
CLOSURE PROCEDURES**

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This instruction supplements AFPD 11-2, Aircraft Rules and Procedures. It provides procedures to be used for units to request quiet periods and airfield closures at Misawa AB, Japan. Send comments and suggested improvements to this instruction on AF Form 847, Recommendation for Change of Publication, through channels to 35 OSS/OSO, Unit 5011, APO AP 96319. This instruction applies to all Misawa AB personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (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/gcss-af61a/afirms/>. Additionally, if the publication generates a report(s), alert readers in a statement and cite all applicable Reports Control Numbers in accordance with AFI 33-324. 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.

1. Administrative Information.

- 1.1. Abbreviations, Acronyms, and Terms. See Attachment 1.
- 1.2. Sample Request Form. See Attachment 2.
- 1.3. Airfield diagram. See Attachment 3.
- 1.4. Scope. The provisions of this instruction are directed to all units assigned or attached to the 35th Fighter Wing (35 FW), and all tenant and associate units operating from Misawa AB. To minimize the impact on flying operations, agencies requesting a quiet period will

make an effort to coordinate for times scheduled after 1400 local on Fridays or outside the normal flying window Monday through Thursday (0830-1700 during day flying weeks, 1200-2200 during night flying weeks.)

1.5. Review. This instruction is reviewed annually under the direction and control of the 35th Operations Support Squadron Current Operations Flight (35 OSS/OSO).

1.6. Implementation. Commanders and supervisors are responsible for implementing the procedures of this instruction. Many procedures contained herein task specific agencies for action. These agencies must develop additional checklists, operating instructions, or supplements as appropriate to ensure compliance.

1.7. Deviation. Deviation from the procedures contained in this instruction should be coordinated with the 35 OG/CC.

1.8. Administrative Control. All units should maintain a copy of this instruction in their publication library.

2. Quiet Period/Airfield Closure Procedures

2.1. Scope.

2.1.1. This chapter provides guidance and establishes procedures for requesting and implementing a quiet period and/or airfield closure for the following areas:

2.1.1.1. The entire airfield.

2.1.1.2. Main Base (including Risner Circle).

2.1.1.3. The south ramp, including the static display hangars (hangars 949 and 911).

2.1.1.4. The north ramp.

2.1.2. These procedures apply to all maintenance and operational activities at Misawa AB. They are implemented as outlined in paragraph 2.3.2 for Distinguished Visitor (DV) arrivals/departures or when directed by the 35 FW Commander for change of command ceremonies, retirements, or other special activities or ceremonies.

2.1.2.1. Requests are due to 35 OSS/OSOS not later than 30 days prior to the date of the requested quiet period unless specified otherwise in this instruction.

2.2. General.

2.2.1. Definitions.

2.2.1.1. Event Areas. A quiet hour period will be classified as affecting one of four locations on the installation: Entire Airfield, Main Base, or the North/South Ramp. If in doubt, personnel should choose the most restrictive location and obtain further guidance from Airfield Management Operations personnel at 226-3110.

2.2.1.1.1. Entire Airfield. The entire airfield will be closed and remain all quiet for the entire period. No takeoffs or landings are permitted, except for aircraft involved in aerial demonstrations, or if the quiet period category modifies the closure as shown in paragraph 2.3.3. All aircraft engines, AGE, and similar noisy equipment must be shut down for the designated time period. Vehicles that produce a low noise level may continue to operate on ramps and taxiways, but not

in the immediate vicinity of the event (except for emergency vehicles and those vehicles required to transport passengers and participants to and from the area). This category will mainly be used for high-visibility events such as Wing Change of Command, Distinguished Visitor visits, most aerial demonstrations, etc. Note: An aircraft with an in-flight emergency will always be permitted to land. In this case, the SOF and/or ATC will follow standard procedures regarding landing, taxiing, parking, etc., commensurate with the emergency.

2.2.1.1.2. Main Base. Field operations limited, but remain in effect. No multiple approaches. Taxi operations and idle engine runs are allowed on either ramp. Vehicles that produce a low noise level may continue to operate on ramps and taxiways, but not in the immediate vicinity of the ceremony (except for emergency vehicles and those vehicles required to transport passengers and participants to and from the area). This category will mainly be used for events taking place at Risner Circle or anywhere on main base. Please specify either the JASDF area or US area of the installation.

2.2.1.1.3. North Ramp Event: No aircraft movement, taxi operations or engine/equipment runs except for EOR operations or in support of an aerial demonstration. Taxi from Runway 10/28 to squadron/transient parking is allowed provided the desired parking area or route to parking is not located near the event site. No restrictions on south ramp. Please specify either the JASDF area or US area of the installation.

2.2.1.1.4. South Ramp Event: No aircraft movement, taxi operations or engine/equipment runs except for EOR operations or in support of an aerial demonstration. Taxi from Runway 10/28 to squadron/transient parking is allowed provided the desired parking area or route to parking is not located near the event site. No restrictions on north ramp. Please specify either the JASDF area or US area of the installation.

2.2.2. Event Types.

2.2.2.1. Aerial Demonstrations. Participating aircraft may be either military or civilian aircraft and could consist of either a single or a multiple aircraft demonstration. The field will be closed starting 5 minutes prior to takeoff time and last until either 30 minutes or such time as determined by the 35 OG/CC or his representative. Note: If the demo is delayed and the aerial demonstration/field closure is projected to last longer than 30 minutes, the senior officer attending the demo must notify the SOF, who will then coordinate with the 35 OG, ATC, Airfield Management Operations, and the Command Post to keep the airfield closed until the demo is completed.

2.2.2.2. Distinguished Visitors (DV). DV arrivals and departures may require that a quiet period is established in a specific area so that greeting or farewell ceremonies can be accomplished. Field closures and quiet periods will normally start 5 minutes prior to beginning of the ceremonies/activities and terminate 30 minutes later. Requests for a longer quiet period/field closure must be submitted in writing through 35 OSS/OSC to the 35 OG/CC not less than 2 weeks prior to the event. Short notice request will be reviewed on a case-by-case basis.

2.2.2.3. Special Visits and Ceremonies. Special visits and ceremonies are normally sponsored by HQ PACAF and should be coordinated as far in advance as possible (especially those requiring a static display or F-16 Demo), but not less than 30 days before the event. Every effort should be made to minimize the impact on 35 FW, Navy, and JASDF flying operations to include consideration for the daily flying window, deployments/redeployments, and training and down days. Quiet periods will normally start 5 minutes prior to the beginning of the ceremonies/activities and terminate 30 minutes later or as deemed by the 35 OG/CC.

2.2.2.4. Retirement Ceremonies. The airfield will not be closed, nor will quiet periods be established, for retirement ceremonies, except if the retiree is in the grade of O-7 or above or if the ceremony is hosted by the 35 FW/CC, 5 AF/CC, or PACAF. In these cases, the presiding officer or their designated representative will request the appropriate quiet period.

2.2.2.5. Change of Command (COC) Ceremonies. To minimize the impact on flying operations, COCs requesting a quiet period should only be scheduled after 1400 local on Fridays or outside the normal flying window Monday through Thursday (0830-1700 during day flying weeks, 1200-2200 during night flying weeks). Quiet periods will not be requested for longer than 45 minutes unless the commander is in the grade of O-7 or above, or the ceremony is hosted by the 35 FW/CC, 5 AF/CC, or PACAF.

2.2.3. Restrictions.

2.2.3.1. No Take-offs. Take-offs are not permitted at any time during the quiet period, exceptions to the restrictions are specified in 2.2.4.

2.2.3.2. No Landing. Landings are not permitted any time during the quiet period; exceptions to the restriction are specified in 2.2.4.

2.2.3.3. No Engine runs (specify North/South Ramp). Engine runs are not permitted at any time during the quiet period in the specified location, exceptions are noted in 2.2.4.

2.2.3.4. No Aircraft Taxi (specify Alpha/Bravo Taxiway). Aircraft are not permitted to taxi on the specified taxiway during the quiet period. All aircraft movements on other taxiways remain unrestricted. Exceptions are specified in 2.3.4.

2.2.3.5. No APU operations. APU operations are not permitted at any time during the quiet period in the specified location, exceptions are noted in 2.3.4.

2.2.4. Exceptions. NOTE: Exceptions to quiet periods will always take precedence and supersede any restriction placed on the quiet period.

2.2.4.1. Emergency Aircraft. An aircraft with an in-flight emergency will always be permitted to land. In this case, the SOF and/or ATC will follow standard procedures regarding landing, taxiing, parking, etc., commensurate with the emergency.

2.2.4.2. Straight-in, Full Stop Landing. Aircraft will land via a straight-in approach and must hold at the End of Runway (EOR) until cleared to taxi to parking by the SOF or the 35 OG/CC. Note: An aircraft with an in-flight emergency will always be permitted to land. In this case, the SOF and or ATC will follow standard procedures regarding landing, taxiing, parking, etc., commensurate with the emergency.

2.2.4.3. Alert or Hot Scramble Operations. USN P-3 and JASDF hot scramble operations will always take precedence over any imposed quiet period.

2.2.4.4. JAL Operations. JAL flights operations are permitted to maintain scheduled, uninterrupted operation regardless of any locally imposed quiet period restriction.

2.3. Responsibilities. Agencies desiring a quiet hour period will submit requests to 35 OSS/OSOS at least 30 days prior to the event. Requests submitted inside the 30-day window will require 35 OG/CC or delegated approval authority as long as the ceremony does not interfere with flying operations.

2.3.1. Requests to change or modify the quiet hour window once submitted must be made no later than 14 duty days prior to the event. Inside of 14 days requires 35 OG/CC or delegated approval authority as to minimize the impact to flying operations.

2.3.2. Airfield Management Operations and 35 OSS/OSOS will publish quiet periods/field closures as directed by the 35 OG/CC.

2.4. Procedures. The 35 FW/CC delegates authority to the 35 OG/CC for implementation and execution of all quiet periods/field closures in accordance with this instruction.

2.4.1. Request, Coordination, and Approval. All requests will be submitted by the respective OPR to the 35 OG/CC through 35 OSS/OSOS at least 30 days in advance of the event. The OPR for the ceremony should contact 35 OSS/OSOS via phone (226-3841/9134), Fax (226-9146), or e-mail (35oss.currentops@misawa.af.mil) to provide all required information. Events for which HQ PACAF Public Affairs or Protocol are the OPR, should first be coordinated with the respective offices in the 35 FW prior to being submitted to 35 OSS/OSOS. Once approved by the 35 OG/CC, 35 OSS/OSOS will be responsible for notifying the OPR and the Airfield Manager (Airfield Management Operations). Misawa Airfield Management Operations will then notify the following agencies of any field closures and /or quiet periods, giving as much advance notice as possible:

2.4.1.1. Air Traffic Control Tower.

2.4.1.2. Command Post.

2.4.1.3. Security Forces.

2.4.1.4. Fire Department.

2.4.1.5. Transient Alert.

2.4.1.6. U.S Navy tenant units.

2.4.1.7. JASDF HQ

2.4.1.8. 13 FS

2.4.1.9. 14 FS

2.4.1.10. 610th ACF

2.4.1.11. 35 FW Public Affairs

2.4.1.12. 35 FW Protocol.

2.4.1.13. HQ PACAF Protocol (as required).

2.4.1.14. PACAF (as required).

2.4.2. Execution. During field closures, all aircraft activity within Misawa's airspace will cease. If required, the SOF will coordinate with the 35 OG/CC or his designated representative to delay the start of field closures/quiet periods to allow for DV arrivals/departures to allow aircraft that have already taxied to takeoff, or to account for any other unanticipated occurrence. When quiet periods are imposed upon a portion of the airfield (i.e.; north or south ramp only), ATC will route aircraft to best avoid the quiet area. If any event is concluded is less than the allotted time, the senior officer responsible for the event should contact Airfield Management Operations (226-3110) and /or Command Post personnel (226-9899) to allow the field to be reopened.

2.4.3. Safety. No procedure in this instruction will limit the exercise of good judgment on situations involving flying or ground safety.

3. Prescribed and Adopted Forms.

3.1. Prescribed Forms

No forms prescribed.

3.2. Adopted Forms

AF Form 847, Recommendation for Change of Publication

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION***Abbreviations and Acronyms*

35 FW— 35th Fighter Wing

35 OG— 35th Operations Group

35 OSS— 5th Operations Support Squadron

5 AF— Fifth Air Force

13 FS— 13th Fighter Squadron

14 FS— 14th Fighter Squadron

ACC— Air Combat Command

AGE— Aircraft Ground Equipment

ATC— Air Traffic Control

COC— Change of Command

DV— Distinguished Visitor

EOR— End of Runway

Field Closure— Closes the airfield to incoming and outgoing traffic. Can be modified, and limitations depend.

JASDF— Japan Air Self Defense Force

North Ramp— Area of airfield north of Charlie taxiway to include Charlie taxiway.

NOTAM— Notice to Airman

OPR— Office of Primary Responsibility

OSO— 35th OSS Current Operations (OSCS: Current Operations Scheduling Division)

Quiet Period— Reduces noise level on certain base areas

Risner Circle— Flag Circle/Memorial Park located in front of the 35 FW Headquarters building.

SOF— Supervisor of Flying

South Ramp— Area of airfield south of the runway to include all Alpha taxiways, the south transient ramp, Navy ramp, and JASDF ramp.

Attachment 3

MISAWA AIRFIELD DIAGRAM

