

**BY ORDER OF THE COMMANDER
439TH AIRLIFT WING**

**439TH AIRLIFT WING INSTRUCTION
13-201**



20 MARCH 2025

Space, Missile, Command, and Control

AIRFIELD OPERATIONS

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This publication implements Air Force Policy Directive (AFPD) 13-2, *Air Traffic, Airfield, Airspace and Range Management*, 03 January 2019, Air Force Manuals (AFMAN) 13-204v1, *Management of Airfield Operations*, 22 July 2020 and Department of the Air Force Manuals (DAFMAN) 13-204v2, *Airfield Management*, 20 Sept 2024, DAFMAN 13-204v3, *Air Traffic Control*, 26 April 2024, and DAFMAN 13-204v4, *Radar Airfield and Weather Systems*, 13 May 2024. It provides guidance and procedures on air traffic control, flight operation procedures, and associated support for flying operations at Westover Air Reserve Base (WARB). This instruction applies to all assigned and deployed units at WARB. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the OPR listed above using the Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate chain of command. Requests for waivers must be submitted to the OPR listed above for consideration and approval. Ensure that all records created because of processes prescribed in this publication are maintained in accordance with AFI 33-322, *Management Records Management and Information Governance Program*, 23 Mar 2020, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. In addition to being completely re-organized, checked and validated, this revision. Predesignates the certifying official to the wing commander; adds criteria contained in new (D)AFMAN 13-204v1-4; realigns Airfield Operations staff duty titles and facility designations to comply with (D)AFMAN 13-204v1-4; corrects facility numbers; adds reference to the Snow and Ice Control Plan; changes criteria for operating the rotating beacon to comply with new Air Force guidance; deletes references to the Runway 15/33 glideslope; deletes references to the compass rose; corrects the location of the lighted wind cones; deletes references to legacy weather equipment and adds references to the new Fixed Meteorological Equipment-19 (FMQ-19) weather system; amends the Runway 05/23 hold markings/signage guidance; deletes height group IV holding criteria at the ends of the runway; deletes outdated airspace usage guidance; deletes reference to parking spot Echo Point-5; clarifies classified storage availability; deletes references to Space Shuttle/Shuttle Carrier landing; deletes references to a Movement Area and redefines the Controlled Movement Area (CMA) to provide for more efficient operations; adds the prohibition for using cell phones to gain access to the CMA; adds the allowance for use of Ultra High Frequency (UHF)/Very High Frequency (VHF) ground control frequencies for CMA operations; deletes references to Airfield Driving Pass stickers/decals; deletes the allowance for personnel and equipment inside the Distance Remaining Markers; updates Air Force Reserve Command (AFRC) office symbols (i.e. DOVA to A3OA); clarifies aircraft priorities; deletes references to the “Yankee Hub/Federal Aviation Administration (FAA)”; standardizes and corrects aircraft pattern altitudes; adds C-130 aircraft to tactical procedures; adds references to the Operations Supervisor (OPSUP); clarifies taxi procedures to/from the East Ramp; updated tower operations wind limitations based on review of engineering data; deleted all references to New Tactical Forecast System, (N-TFS) and replaced with new system Joint Environmental Toolkit (JET); added **Chapter 9**, Unit Effectiveness Inspection (UEI) and Self-Inspections.

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Chapter 1

PROGRAM OVERVIEW

1.1. Overview.

1.1.1. Deviation. In the interest of flying safety or when directed by an appropriate air traffic control agency, pilots may deviate from the procedures outlined in this publication.

1.1.2. Violations. Violations of United States Air Force (USAF) flying publications will be processed IAW AFMAN 11-202v3.

1.1.3. Administration and Enforcement. The Operations Group Commander (OG/CC) is responsible for administering and enforcing the provisions of this instruction.

1.1.4. Compliance with Directives. There is no intent to relieve personnel of their responsibility to be familiar and comply with other pertinent directives. If there is a conflict between this instruction and other directives, report those conflicts immediately to the Airfield Operations Manager (AOM). Nothing within this instruction supersedes or invalidates a higher Air Force level instructions or guidance.

1.2. Terms and References.

1.2.1. For frequently used abbreviations, acronyms, and terms, refer to [Attachment 1](#).

1.2.2. For this instruction, WARB Air Traffic Control Tower will be referred to as Tower when addressing intra-agency procedures and WARB Tower when addressing inter-agency procedures. The WARB Command Post (439 AW/CP) uses the radio call sign CASINO ROYALE.

Chapter 2

AERODOME INFORMATION

2.1. General Aerodrome Information. WARB is a joint-use airport located in the Pioneer Valley of western Massachusetts, approximately ten miles northeast of Springfield, MA. The geographic center of the Airport Reference Point (ARP) is located at 42°11'38.5" N 72°32'05.2" W. AFRC is the resident Major Command (MAJCOM). The field elevation is 241' Mean Sea Level (MSL) measured at the approach end of Runway 23.

2.2. Runway 05/23. Runway 05/23 is a Category B instrument runway, see Attachment 2. The runway is 11,597' long and 300' wide. The first 1,000' of each end is concrete and the middle 9,596' is asphalt. While technically there are no shoulders, the full width is load-bearing pavement. The 1,000' overruns at each end of the runway are bituminous asphalt. Runway 05 is oriented on a magnetic heading of 048.2°. Runway 23 is oriented on a magnetic heading of 228.2. The runway gradient is +/- one-tenth of 1%. Note: Runway 05 has a 1,202' permanently displaced landing threshold. Usable length for aircraft landing Runway 05 is 10,395'.

2.3. Runway 15/33. Runway 15/33 is a Category B Visual Flight Rules (VFR) runway. It is 7,085' long and 150' wide and has 25' marked shoulders. The full length of the runway is asphalt, and it is marked at 150'. Runway 15 is oriented on a magnetic heading of 149.3° Runway 33 is oriented on a magnetic heading of 329.3°. The runway gradient is +/- one-tenth of 1%. NOTE: Runway 15/33 has no overruns.

2.4. Runway Weight Bearing Strength. The Pavement Classification Numbers (PCN) can be found in the Department of Defense (DoD) Instrument Flight Rules (IFR) Supplement and the weight bearing capacity and PCN can be found in the Airfield Suitability Restrictions Report (ASRR). The source document for this information is the most recent Air Force Civil Engineer Center Pavements Evaluation which is on file at Airfield Management Operations (AMOPS) and Base Civil Engineering (BCE). The waiver authority for weight bearing capacity is the 439th Operations Group Commander (439 OG/CC). The Airfield Manager (AFM) must obtain a recommendation from BCE prior to requesting approval from the 439 OG/CC.

2.5. Taxiways.

2.5.1. Taxiway A: 75' wide with 50' paved shoulders.

2.5.2. Taxiway F: 75' wide with 50' paved shoulders.

2.5.3. Taxiway G: 75' wide with 50' paved shoulders.

2.5.4. Taxiway L: 240' wide (abeam north ramp), no shoulders. 75' wide (abeam Base Hangar to Taxiway G) with 50' paved shoulders.

2.5.5. Taxiway N: 75' wide with 50' paved shoulders.

2.5.6. Taxiway P: 75' wide with 50' paved shoulders.

2.5.7. Taxiway R: 75' wide between Taxiway L and Runway 15/33 with 25' paved shoulders and 150' wide towards Pad 19 with no shoulders.

2.5.8. Taxiway S: 100' wide with 25' shoulders. Note: Taxiway S is leased property and is not maintained by USAF. Taxiway S is inspected by AMOPS during regular airfield checks. There are no limitations to taxiing aircraft).

2.5.9. Taxiway T: 75' wide with 50' paved shoulders.

2.5.10. Taxiway Y: 75' wide with 50' paved shoulders.

2.6. Instrument Landing System Critical Areas.

2.6.1. The Instrument Landing System (ILS) critical areas are defined as follows, see [Attachment 3](#), WARB Class D Airspace.

2.6.1.1. Localizer. A rectangular area parallel to the runway centerline and perpendicular to the antenna array extending from the antenna array 2,000' towards the approach end of the runway and 150' on each side of the centerline. It includes a 50' extension behind the antenna.

2.6.1.2. Glide Slope. A fan-shaped area that extends from the glideslope antenna 1,300' toward the approach end of the runway. It covers an area 30° each side of a line drawn through the glide slope antenna and parallel to the runway centerline.

2.6.2. ILS critical areas are protected by means of establishing a controlled area or physically separating the critical areas from vehicular travel routes to prevent vehicles of all types from interfering with the radiation pattern emitted by the antennae. Even the smallest interference can cause a significant deviation in the radiation pattern and affect the course of flight for landing aircraft. All critical areas are inside the CMA and vehicles must be in contact with the Tower. Tower will advise vehicle operators when the need arises to protect the area.

2.7. Airfield Operating Hours. WARB aerodrome operates IAW IFR Supplement unless otherwise specified via Notice to Airmen (NOTAM). The AOM is the person of contact for proposed operations outside of published hours.

2.8. Automatic Terminal Information Service. WARB broadcasts Automatic Terminal Information Service (ATIS) information continuously during the airfield operating hours and when the airfield has been extended by NOTAM. The ATIS will not broadcast when the airfield is NOTAM closed, or the system is out-of-service. This recording is broadcast on 127.525 megahertz (MHz) and provides basic airport and weather information.

2.9. Airfield Lighting.

2.9.1. Operation of Lights. Operational control of airfield lighting systems is the responsibility of the Tower. During period when the Tower is closed, airfield lighting is operated by a Pilot Controlled Lighting System. Activation of the lights can be done using 134.85 Megahertz (MHz). The lights will be operated IAW FAA JO 7110.65, Air Traffic Control.

2.9.2. Airport Beacon. The airport beacon is located on top of the water tower between Hangar Ave and Patriot Ave.

2.9.3. Runway Lights. To provide current Runway Visual Range (RVR) information, the runway lights will normally be on continuously during daylight hours when the prevailing visibility is one mile or less or RVR is 6000' or less. This reading unavailable during times when the Tower is closed.

2.9.3.1. The following airfield lighting is available for Runway 05:

2.9.3.1.1. United States (US) Standard Approach Lights with Sequenced Flashing Lights (ALSF)-1 terminating at the threshold bar at the permanently displaced threshold 1,200' down Runway 05. The last 2,200' of the approach lights and the Sequenced Flashing Lights are in-pavement lights.

2.9.3.1.2. High Intensity Runway Lights (HIRLs). The last 2,000' of HIRLs are amber.

2.9.3.1.3. Precision Approach Path Indicators (PAPIs). The Visual Glideslope Indicator (VGSI) is 3° but is not coincidental with the ILS glide slope. The PAPIs are aligned for Height Group IV aircraft.

2.9.3.2. The following airfield lighting is available for Runway 23.

2.9.3.2.1. US Standard ALSF-1. The last 1,000' of the approach lights are in pavement lights.

2.9.3.2.2. HIRLs. The last 2,000' of HIRLs are amber.

2.9.3.2.3. PAPIs. The VGSI is 3° but is not coincidental with the ILS glide slope. The PAPIs are aligned for Height Group IV aircraft.

2.9.3.3. The following airfield lighting is available for Runway 15.

2.9.3.3.1. HIRLs.

2.9.3.3.2. PAPIs. The visual glide slope is 3°. The PAPIs are aligned for Height Group IV aircraft.

2.9.3.4. The following airfield lighting is available for Runway 33.

2.9.3.4.1. HIRLs.

2.9.3.4.2. PAPIs. The visual glide slope is 3°. The PAPIs are aligned for Height Group IV aircraft.

2.9.4. Taxiway Lights. The following taxiways are lighted: Taxiways A, P, S, N, G, T, L, Y, F, R, Pad 05, Pad 19, Pad 23, and Pad 33. Note: Taxiway Sierra is lined with reflectors in addition to taxiway lights.

2.9.5. Preventive maintenance shall not be performed on lighting systems during the hours of darkness and maintenance shall always prior coordinate with AMOPS and Tower.

2.9.6. If snow is in the forecasted during the time Tower is closed, tower shall set the Pilot Controlled Lighting to "Snow Control". This keeps the lights on but allowed to be manipulated by pilots for arriving and departing operations. After 15 minutes, will go back to "Snow Control" setting.

2.9.7. During times when the Tower is evacuated or closed and is unable to operate the lighting systems or Pilot Control Lighting system is non-functional, BCE will assume responsibility for the operation of the airfield lighting system from the airfield lighting vault.

2.10. Aircraft Arresting Systems. Aircraft arresting systems are not available at WARB.

2.11. Arm/De-Arm Quick Check Areas. The Arming/Quick Check area for Runway 05 is located on Pad 05; the De-Arming area for Runway 05 is located on Pad 23; the Arming/Quick Check area for Runway 23 is located on Pad 23; and the De-Arming area for Runway 23 is Pad 05. Weapons carrying aircraft requiring arming or de-arming shall use Runway 05/23 whenever possible (See [Attachment 2](#)).

2.11.1. In the event of an in-flight emergency (IFE) landing or post-flight inspection, the approved locations for the arm/de-arm or hung flare emergency response will be Taxiway November (between Runway 23 and Taxiway Golf), Pad 05, Pad 19, and Pad 23. Crew shelters are not authorized at any of these locations without prior Potential Explosive Site plan approval through the 439th Airlift Wing, Weapons Safety Office (439 AW/SEW).

2.12. Aircraft Parking Plan/Restrictions. WARB aircraft parking plan is available in 439th Maintenance Group (439 MXG) Instruction (439 MXGI) 21-127 and maintained by the 439 MXG in coordination with the AOM.

2.12.1. Normal Aircraft Parking: WARB assigned C-5s will normally be parked on the east ramp. There are currently 15 marked spots on the east ramp.

2.12.2. Alternate Parking Locations, [Attachment 2](#). Home station aircraft are not normally parked on the north ramp; however, up to five C-5's may be parked in a nose-to-tail configuration, parallel to Runway 15/33 if required. Parking spots for this configuration are not permanently marked and therefore require prior coordination with AMOPS.

2.12.3. Additional Maintenance Parking Areas, A ([Attachment 2](#)). There are three additional C-5 parking spaces (Sierra 1 and Sierra 3) available on the south end of the Pull- Through and DC Hangars. When parking aircraft on these spots, care must be taken not to block emergency egress routes from these buildings when other aircraft are hangered.

2.12.4. If a C5 is parked in front the Base Hangar, there is wing tip clearance for a C5s and smaller to taxi by on taxiway Tango.

2.13. Hot Pit Refueling Areas. There are no hot pit refueling areas at WARB but there are Forward Arming Refueling Point locations are as described:

2.13.1. All FARP Operations.

2.13.1.1. Landing Zone Controller (LZO) or Landing Zone Safety Officer (LZSO), shall advise Tower which one of the FARP locations being utilized. LZO/LZSO shall maintain contact with the Tower throughout the period of FARP operations. Once operations are complete, advise tower, who shall request FOD check from AMOPS.

2.13.1.2. Any taxi restrictions or closure of taxiways shall be published by AMOPS via NOTAMS.

2.13.1.3. Tanker aircraft will approach and depart the FARP site under control of ATC, LZC, LZSO, or as briefed.

2.13.1.4. Receiver aircraft will approach and depart the FARP site under control of ATC, LZC, LZSO, or as briefed.

2.13.1.5. Marshaller may assist if available, advise ATC, LZC, LZSO, or controlling agency when FARP site is established.

- 2.13.1.6. Operations will cease after 2200L hours to reduce noise levels.
- 2.13.1.7. In the event of an emergency on the airfield requiring Crash Fire Rescue response all FARP operations will STOP and take direction from AFM, ATC, LZC, or LZSO.
- 2.13.1.8. All spills will be reported and coordinated thorough Tower/Ground with Airfield Manager and Crash Fire Rescue for cleanup. In addition, all spills shall be reported to CEV Environmental office for reporting within 2 hours of incident.
- 2.13.1.9. Coordination.
 - 2.13.1.9.1. Using units will provide an actual Monthly schedule of FARP operations to Westover Base Ops:
 - 2.13.1.9.2. Using Units will notify AFM and CFR POCs 72hrs prior to FARP Ops
 - 2.13.1.9.3. Using Units will maintain communication with ATC, CFR, and AFM as applicable.
- 2.13.2. East Ramp FARP, established for C-17 aircraft and smaller tanker aircraft.
 - 2.13.2.1. Tanker shall taxi into position northeast of East Ramp via Taxiway Tango or Golf and execute 180 degrees turn as required.
 - 2.13.2.2. Receiver Aircraft. V-22 and smaller rotary wing; A-10 and smaller fixed wing (left & right side).
 - 2.13.2.3. Fixed Wing Receiver. Taxi into position northeast side of East Ramp via Taxiway Golf or Tango.
 - 2.13.2.4. Tilt Rotary/Rotary Wing. Taxi/air taxi into positions.
 - 2.13.2.5. Emergency Egress:
 - 2.13.2.5.1. Tanker Egress: Taxi NW on East Ramp and turn Right/NE on Taxiway Tango, continue taxiing NE on Tango, till intersection of Taxiway Tango and Lima, a minimum of 1000'.
 - 2.13.2.5.2. Fixed Wing/Tilt Rotary/Rotary Wing Receiver Egress.
 - 2.13.2.5.2.1. Northeast Receiver: Egress Southeast on/over East Ramp, turn Left (Northeast) on Taxiway Golf, continue Northeast till intersection of Taxiway Golf and Lima, a minimum of 1,000'.
 - 2.13.2.5.2.2. Southwest Receiver: Egress South on/over East Ramp, turn Right (Southwest) on Taxiway Golf, continue Southwest on Golf, a minimum of 1000'.
- 2.13.3. Intersection of Runway 33/15 and Taxiway Romeo FARP, established for C-130 and smaller Tanker Aircraft shall taxi into position, Intersection of Taxiway Romeo, and Runway 15/33, via Taxiway Romeo or Runway 15/33.
 - 2.13.3.1. Receiver Aircraft. V-22 and smaller rotary wing; A-10 and smaller fixed wing (left and right side). F-15 and smaller fixed wing (left and right side).
 - 2.13.3.1.1. Fixed Wing Receiver.
 - 2.13.3.1.1.1. West Receiver: Taxi to southside of intersection of Runway 15/33 and Taxiway Romeo via Taxiway Romeo, 180 into position.

- 2.13.3.1.1.2. East Receiver. Taxi to eastside of intersection of Runway 15/33 and Taxiway Romeo via Taxiway Romeo, 180 into position.
- 2.13.3.1.1.3. Tilt Rotary/Rotary Wing Receiver(s). Taxi or Hover/Air Taxi into position(s)
- 2.13.3.1.2. Emergency Egress.
 - 2.13.3.1.2.1. Tanker Egress. Egress North on Taxiway Romeo towards Pad 19 a minimum of 1000'.
 - 2.13.3.1.2.2. Fixed Wing/Tilt Rotary/Rotary Wing Receiver Egress:
 - 2.13.3.1.2.2.1. East Receiver: Egress Southeast on/or over Runway 15/33, a minimum of 1000'.
 - 2.13.3.1.2.2.2. West Receiver: Egress South on/or over Taxiway Romeo, turn Left (Southeast) onto Taxiway Lima, a minimum of 1000'.
- 2.13.4. Pad 19, established for C-130 and smaller tanker aircraft.
 - 2.13.4.1. Aircraft weight restriction in effect: units must coordinate with AFM to gain waiver.
 - 2.13.4.2. Tanker shall taxi into position South side of Pad 19 via taxiway Foxtrot or Romeo (180 as required).
 - 2.13.4.3. Receiver Aircraft.
 - 2.13.4.3.1. A-10 and smaller fixed wing (Left Side).
 - 2.13.4.3.2. V-22 and smaller rotary wing.
 - 2.13.4.3.3. F-15 Eagle and smaller fixed wing (Left Side).
 - 2.13.4.3.4. H-47 and smaller rotary wing.
 - 2.13.4.4. Fixed Wing Receiver: Taxi into position northwest side of Pad 19 via Taxiway Foxtrot (180 as required).
 - 2.13.4.5. Tilt Rotary/Rotary Wing Receiver(s): Taxi or hover/air taxi into position(s)
 - 2.13.4.6. Emergency Egress:
 - 2.13.4.6.1. Tanker Egress: Taxi South on Taxiway Romeo, a minimum of 1000'.
 - 2.13.4.6.2. Receiver Egress:
 - 2.13.4.6.2.1. Fixed Wing Egress taxi southwest on Taxiway Foxtrot, a minimum of 1000'
 - 2.13.4.6.2.2. Tilt Rotary/Rotary Wing Receiver: Air Egress North, a minimum 1000'.
- 2.13.5. Base Hanger, established for C130 and smaller aircraft.
 - 2.13.5.1. Tanker shall taxi into position North side of Base Hangar Apron via Taxiway Tango or Lima or Romeo.
 - 2.13.5.2. Receiver Aircraft.

- 2.13.5.2.1. V-22 and smaller rotary wing.
- 2.13.5.2.2. C-130J-30 and smaller fixed wing (Left & Right Side).
- 2.13.5.2.3. A-10 and smaller fixed wing (Left & Right Side).
- 2.13.5.2.4. F-15 Eagle and smaller fixed wing (Left & Right Side).
- 2.13.5.3. Fixed Wing Receiver.
 - 2.13.5.3.1. Taxi into position South-southeast side of Base Hangar Apron via Taxiways Tango, Lima, or Romeo.
 - 2.13.5.3.2. West Receiver. Taxi into position SW side of Base Hangar Apron via Taxiways Tango, Lima, or Romeo.
 - 2.13.5.3.3. East Receiver: Taxi into position SE side of Base Hangar Apron via Taxiways Tango, Lima, or Romeo.
 - 2.13.5.3.4. Tilt Rotary/Rotary Wing Receiver(s). Taxi or hover/air taxi into position(s)
- 2.13.5.4. Emergency Egress.
 - 2.13.5.4.1. Tanker Egress. Egress/taxi NNW onto Taxiway Lima, till midway of North Ramp & Taxiway Lima a minimum of 1000'.
 - 2.13.5.4.2. Receiver Egress.
 - 2.13.5.4.2.1. 1-Point Fixed Wing/Tilt Rotary/Rotary Wing Receiver: Egress Southeast on or over (Tilt Rotary/Rotary Wing) Taxiway Lima, turn right/Southwest onto Taxiway Golf a minimum of 1000'.
 - 2.13.5.4.2.2. 2-Point Fixed Wing/Tilt Rotary/Rotary Wing:
 - 2.13.5.4.2.2.1. West Receiver: Egress Southwest on or over (Tilt Rotary/Rotary Wing) Taxiway Tango onto East Ramp (Northeast corner of East Ramp, parallel to Southeast Corner of Passenger Terminal).
 - 2.13.5.4.2.2.2. East Receiver: Egress Southeast on or over (Tilt Rotary/Rotary Wing) Taxiway Lima, turn right (southwest) onto Taxiway Golf a minimum of 1000'.

2.14. Restricted Areas. The East Ramp is a restricted area North Ramp (Taxiway Lime North); and the Transient Ramp are considered restricted area only when military aircraft are parked there.

2.15. Closed Taxiways. Pavement located on the southwest edge of Pad 5 is closed. This was formerly taxiway Uniform. The area is marked by a large yellow X. There are no other closed or unusable areas on the field.

Chapter 3

AIR TRAFFIC CONTROL

3.1. Air Traffic Control (ATC) Service at WARB. ATC service at WARB is provided by the WARB Air Traffic Control Tower, a VFR air traffic facility.

3.2. Servicing Radar Approach Control. FAA's Yankee, Terminal Radar Approach Control (TRACON) is the Federal Aviation Administration (FAA) ATC facility at Bradley International Airport, Windsor Locks, Connecticut, servicing a 40 nautical mile (NM) radius up to 10,000' MSL. It provides basic radar service to WARB. An ATC clearance is required for all aircraft entering the Windsor Locks Class C Airspace. The WARB AOM and Air Traffic Manager (ATM) are the base liaisons for Yankee TRACON.

3.3. Local Aircraft Priorities. Priorities are supplemental to those directed in FAA JO 7110.65. Deviations may be granted only after 439 OG/CC approval. Priorities listed in FAA JO 7110.65 take precedence over those listed below:

- 3.3.1. Aircraft with hung/misfired live or inert ordnance.
- 3.3.2. Higher Headquarters (HHQ) Priority Missions.
- 3.3.3. Controlled Departure Time (CDT) aircraft.
- 3.3.4. Distinguished Visitor (DV) arrivals/departures (Code 1 - 7).
- 3.3.5. Full-stop arrivals.
- 3.3.6. IFR departures on a DD 1801 flight plan.
- 3.3.7. IFR practice approaches.
- 3.3.8. VFR practice approaches, including tactical approaches.

3.4. Airspace Definitions.

3.4.1. WARB Air Traffic Control Tower is responsible for control of all IFR and VFR traffic in the WARB Class D Airspace. The WARB Class D airspace is defined in the Code of Federal Regulations (CFR) and FAA JO 7400.9. It is depicted on the sectional charts and in [Attachment 4, Class D Airspace](#), of this instruction, as that area of airspace from the surface to 2,700' MSL and bounded by a circle with a radius of 5.7 NM originating at the WARB.

3.4.2. Operationally and by Letter of Agreement (LOA) with Yankee TRACON, the Class D airspace exists during the hours the Westover Airport is open.

3.4.3. When the Tower is closed, the WARB Class D airspace reverts to Class E airspace extending upward from 700' above the surface within a 7.4-mile radius of WARB excluding that airspace within the Westfield Class D airspace area.

3.4.4. The WARB Class D airspace abuts the Westfield Class D airspace to the west.

3.5. Air Traffic Control Frequencies. Tower frequencies are 348.75/134.85 MHz and WARB Ground frequencies are 275.8/118.35 MHz All other frequencies are listed in the DoD Flight Information Publications (FLIP).

3.6. Runway Selection/Change Procedures.

3.6.1. The Tower Watch Supervisor/Controller-in-Charge is responsible for selecting the active runway. The Tower will coordinate with Bradley Approach Control and, if necessary, the Supervisor of Flying (SOF) prior to changing the runway in use. Tower will advise AMOPS, Yankee TRACON and Weather when the runway change is complete.

3.6.2. Runway 23 is designated the primary instrument and calm wind runway. Runway 23 will normally be used for all flying operations at Westover Airport when the tailwind component is 10 knots or less. When the tail wind component exceeds 10 knots the runway most nearly aligned with the wind will be the active.

3.7. Departures.

3.7.1. Aircraft will be assigned a departure route of flight consistent with the FAA preferred routing program.

3.7.2. VFR Departures. Aircraft departing VFR and desiring flight following will make their request through WARB Ground Control prior to switching to Tower.

3.7.3. Intersection Departures, [Attachment 5](#). There are no restrictions for intersection departures.

3.7.4. Military Authority Assumes Responsibility for Separation of Aircraft (MARSA). MARSA procedures are not applied for base assigned aircraft. Transient aircraft use of MARSA must be defined in a LOA.

3.8. Opposite Direction Traffic.

3.8.1. Opposite direction departure or arrivals will not be authorized when the certified tower radar display is inoperative. WARB Tower or Bradley Approach will coordinate opposite direction departures or arrivals on an individual basis. Coordination will include the phrase "OPPOSITE DIRECTION DEPARTURE/ARRIVAL RUNWAY (*number*)". WARB Tower and Bradley Approach will jointly have approval/denial authority for all opposite direction operations (i.e.: either facility may deny the request based on existing/projected traffic).

3.8.2. Opposite direction operations will be approved when an operational necessity exists, traffic permitting. Opposite direction operations will not impede full stop arrivals or any departure.

3.8.3. The following separation standards for opposite direction operations shall be used:

3.8.3.1. Arrival versus Arrival. The succeeding aircraft will be no closer than 10 NM final until the preceding aircraft crosses the landing threshold.

3.8.3.2. Arrival versus Departure. Opposite direction departures (including opposite direction arrivals completing other than a full-stop landing) will not be approved if an arriving aircraft is within 10 flying miles on final to the runway in use.

3.8.3.3. Departure or Low/Missed Approach versus Arrival. Opposite direction arrivals will not be permitted to approach within 10 flying miles on final of the runway until departing aircraft is airborne and has turned at least 45° from runway heading or approved vertical separation is attained.

3.8.3.4. If either aircraft is VFR, the opposite direction cutoff is 10 flying miles.

3.8.3.5. Aircraft in the VFR traffic pattern will not turn base until departing IFR/VFR aircraft are airborne and beyond the VFR pattern base leg.

3.9. Civil Aircraft Use of Radar Airfield Weather Systems.

3.9.1. Tower may provide service to other aircraft requesting practice approaches as long as if it does not interfere with scheduled wing flying operations. Civil aircraft utilizing the facilities at Westover Metropolitan Airport shall comply with the standards outlined in the WARB Joint Use Agreement and AFD 10-10. Other civil aircraft may utilize WARB airfield for low approaches only. Civil Air Patrol (CAP) aircraft shall be considered military aircraft when using the CAP call sign.

3.9.2. Civil aircraft using WARB Navigations Aids (NAVAID) may conduct practice low approaches only at WARB on a non-interference basis.

3.9.3. Aircraft housed at or transient to Westover Metropolitan Airport are governed by the WARB Joint Use Agreement and will be given only full-stop landing clearances.

3.9.4. Operating Owned or Leased Aircraft: Air Force Instruction (AFI) 10-1001, *Civil Aircraft Landing Permits*, 23 August 2008 and AFI 10-1002, *Joint Use Agreements for Military and Civilian Flying Facilities*, 08 August 2018 establish procedures for government personnel, operating their own or leased aircraft, to use Air Force airfields. AMOPS will issue Civil Aircraft Landing Permits and maintain and disseminate the current list of owned or leased aircraft authorized to land or conduct practice approaches at WARB. The list will be forwarded to 439th Security Forces Squadron (439 SFS) and the WARB Tower, as necessary.

3.9.5. When civilian aircraft land without permission, the Tower will immediately initiate procedures IAW the 439 AW IDP 31-101, *Integrated Defense Plan*. All airfield operations facilities will follow the procedures in 32 CFR 855.

3.9.6. There is no Aero Club at WARB.

3.10. Visual Flight Rules Terminal Area Procedures.

3.10.1. WARB VFR Terminal Area, see Attachments [6](#), [7](#) and [10](#), consists of the Class D airspace in [Attachment 4](#). Any planned deviation from the WARB terminal area both lateral and vertical shall be coordinated through Tower to ensure adequate aircraft separation.

3.10.2. Pattern Descriptions/Weather requirements:

3.10.2.1. Rectangular Pattern. All rectangular VFR traffic patterns normally be flown to the east of Runway 05/23 and to the north of Runway 15/33. However, west of Runway 05/23 and south of Runway 15/33 may be used to deconflict from other aircraft or for mission criteria. Heavy weight category aircraft will fly at 2,000' MSL. Large weight category aircraft may fly at either 1,500' MSL or 2,000' MSL. For either pattern, the ceiling must be at or above 1,800' Above Ground Level (AGL) or 2,300' AGL respectively and the visibility must be 3 statute miles (SM) or greater.

3.10.2.2. Initial/Overhead Pattern. Overhead patterns may be flown to both runways. Pattern altitude is 2,500' MSL with turns to the east (i.e.: Runway 05 – right turns, Runway 23 – left turns) or to the north (i.e.: Runway 15 – left turns, Runway 33 – right turns). Aircraft may be directed to fly west of Runway 05/23 and south of Runway 15/33 to deconflict from other aircraft or for mission criteria. Aircraft shall enter initial at 3-5 NM

from the runway. The overhead/initial pattern is normally entered from IFR vectors to initial. IFR service for aircraft conducting an overhead maneuver is automatically cancelled at the initial point. For this pattern, the ceiling must be at or above 2,800' AGL and the visibility must be 3 SM or greater.

3.10.2.3. Light Aircraft/Helicopter Pattern. The light aircraft or helicopter patterns are flown the same as the rectangular pattern. The pattern altitude is 1,000' MSL. For this pattern, the ceiling must be at or above 1,300' AGL and the visibility must be 3 SM or greater.

3.10.3. Unless otherwise directed by the Tower, closed traffic shall be made at departure end.

3.10.4. Local Area Restrictions. To the maximum extent possible, aircraft shall avoid overflight of the most populated portions of the base.

3.10.5. Initial Re-entry Procedures. When instructed by ATC to re-enter, aircrew shall exit the pattern to the east (remain clear of the VFR traffic patterns), climb to 2,500' MSL and report initial as instructed. There are no published breakout procedures at WARB. Breakout instructions will be issued by ATC based on current traffic conditions.

3.11. Simulated Flame Out (SFO) Approaches. SFO are not authorized at WARB.

3.12. Radar Service/ IFR Operations.

3.12.1. Normal IFR Procedures. Departures should expect an IFR routing. Departure instructions will be issued by the Tower.

3.12.2. Runway 05 Operations.

3.12.2.1. Initial departure clearance for Runway 05. Tower controllers shall issue the following IFR clearance for Runway 05 departures: “(Aircraft Call Sign), CLEARED (Clearance and/or Amendment, as applicable), ON DEPARTURE MAINTAIN 3,000, EXPECT (Filed Altitude) 10 MINUTES AFTER DEPARTURE, DEPARTURE FREQUENCY WILL BE (125.35 or 325.8), SQUAWK (Assigned Code)”.

3.12.2.2. Standard Climb out for Runway 05. Aircrew can expect to fly, ATC shall issue: “(Aircraft Call Sign), AFTER COMPLETING (touch-and-go, low approach, stop- and-go), FLY RUNWAY HEADING, CLIMB AND MAINTAIN 3,000”.

3.12.3. Runway 23 Operations.

3.12.3.1. Initial departure clearance for Runway 23. Tower controllers shall issue the following IFR clearance for Runway 23 departures: “(Aircraft call sign), CLEARED (clearance and/or amendment, as applicable), ON DEPARTURE MAINTAIN 3,000, EXPECT (filed altitude) 10 MINUTES AFTER DEPARTURE, DEPARTURE FREQUENCY WILL BE (125.35 or 325.8), SQUAWK (assigned code)”.

3.12.3.2. Standard Climbout for Runway 23. Aircrew can expect to fly, and ATC shall issue: “(Aircraft call sign), AFTER COMPLETING (touch-and-go, low approach, stop-and-go), TURN RIGHT HEADING 360, CLIMB AND MAINTAIN 3,000”.

3.12.4. Runway 33 Operations.

3.12.4.1. All heavy aircraft departing Runway 33 fly heading 350 until 2,000 MSL.

3.12.5. Radar Approaches: Multiple touch-and-go, stop-and-go, and low approaches may be accomplished at the discretion of Yankee TRACON and Tower based upon workload and traffic/weather conditions. Pilots shall inform the Tower on initial contact of intentions to return to the radar pattern to give the controllers enough time to coordinate with Bradley Approach.

3.12.6. Unless multiple approaches have been previously coordinated, an instrument approach normally terminates in a full-stop landing, or a low approach followed by entry into the VFR pattern.

3.12.7. The WARB radar traffic pattern is controlled by Bradley Approach and falls outside the confines of the Bradley Class C airspace. The pattern is bi-directional and is defined as a rectangular pattern with the downwind leg approximately 4 NM west of the runway centerline. The normal downwind headings are 050° for Runway 23, and 230° for Runway 05 ([Attachment 8](#)).

3.12.8. Circling Approaches. On initial contact with Bradley Approach, pilots shall request, "CIRCLING APPROACH STAY WITH TOWER/BACK TO RADAR". Pilots will be instructed to circle as published.

3.13. Controlled Departure Times. Aircraft requesting a CDT will identify the CDT in the remarks section of their flight plan and advise Ground Control prior to taxi.

3.14. Approach Surveillance Radar and Precision Approach Radar Approaches. Approach Surveillance Radar and Precision Approach Radar approaches are not available at WARB.

3.15. Tactical Procedures. These procedures apply to tactical operations performed by C-5 aircraft assigned to WARB, KC-10 aircraft assigned to McGuire Air Force Base (AFB), and C-130 aircraft assigned to Bradley International Airport, hereafter referred to as tactical aircraft, when the Tower is open. All aircraft conducting tactical training will cancel IFR with the appropriate ATC facility prior to commencing tactical training and shall keep the current squawk for flight following and pattern sequencing and, as required, request to keep their IFR flight plan open for subsequent approaches. Note: Routine tactical proficiency sorties shall be afforded VFR practice approach priority as listed in this instruction, [paragraph 3.3.](#), Local Aircraft Priorities.

3.15.1. Tactical aircraft aircrew shall:

3.15.1.1. Arrive from the southwest of the Runway 15/33 centerline will cross 30NM from CEF (Three letter International Civil Aviation Organization identifier for Westover Air Reserve Base) between 9,500' and 5,500' MSL. Aircrew will be cognizant that due to Bradley Class C airspace and Westfield/Barnes Class D airspace a low altitude arrival may require routing to the northeast side of the tactical arrival airspace.

3.15.1.2. Arrive northeast of the Runway 15/33 centerline will cross 30NM from CEF below 9,500' and above 1,000' MSL. Aircrews are aware that due to radar coverage limitations below 2,500feet, radar coverage may be limited, and traffic advisories may not be available.

3.15.1.3. Tactical Local Sorties. Pilots will file a local IFR flight plan and add "TACTICAL OPERATIONS" in the flight plan remarks. The pilot will remain VFR on all tactical approaches. On tactical local sorties where multiple patterns are flown, pilots will attempt to maintain a ground track like a normal radar pattern flown to the northwest

side of WARB. Note: Aircrew should be cognizant of the proximity of the Westfield Class D.

3.15.2. Cut-Off Points/Protection of airspace and other VFR traffic. Controllers and aircrew should be aware that tactical profiles may be discontinued only prior to 2 NM from the center of the WARB Class D airspace. Tactical aircraft within 2 NM shall be allowed to continue their maneuver.

3.15.3. Pilot/Controller Communications.

3.15.3.1. Tactical Arrivals.

3.15.3.1.1. When planning a tactical arrival, tactical aircraft will remain with Boston Air Route Traffic Control Center (ARTCC) and/or Bradley Approach for VFR traffic advisories.

3.15.3.1.2. When canceling IFR with Boston ARTCC, flight crews shall simply inform them of intended altitude and intention to proceed to WARB VFR. Example: "BOSTON, REACH 9013, CANCEL IFR, DIRECT WARB, DESCENDING TO 2,500."

3.15.3.1.3. When canceling IFR with Bradley Approach, or when already VFR and are handed off to Bradley from Boston ARTCC, flight crews shall inform Bradley of arrival intentions, routing, and altitude. Example: "BRADLEY, REACH 9013 VFR FOR A TACTICAL APPROACH VIA CORNELL-HEMLOCK- TICK, DESCENDING TO 1,500."

3.15.3.1.4. When handed off to Tower, flight crews shall inform the Tower of location, altitude, type of pattern to be flown, runway preference and subsequent approach if a touch-and-go. Example: "RODD 34, 10 NM NORTHEAST, AT 1,200, FOR ABEAM TO RUNWAY 15, CLIMBOUT FOR ANOTHER TACTICAL APPROACH".

3.15.3.2. Tactical Departures.

3.15.3.2.1. When requesting clearance, flight crews shall inform the Tower of the tactical departure repeating the tactical routing. Example: "REACH 9013, REQUEST IFR CLEARANCE TO DOVER, TACTICAL DEPARTURE VIA TICK-HEMLOCK". The pilot will receive his normal IFR clearance from Tower.

3.15.3.2.2. When ready for takeoff the pilot will again inform Tower of the tactical departure and route. Example: "WARB TOWER, REACH 9013, TACTICAL DEPARTURE, TICK-HEMLOCK, READY FOR TAKEOFF".

3.15.3.3. Tactical Local Sorties. On a tactical local, the pilot will inform Tower (or radar controller for subsequent approaches) of the type of pattern to be flown. Example: "RODD 34 WILL BE TACTICAL FOR RUNWAY 23". If an IFR pattern is required during a tactical local sortie (or after a tactical approach), the radar approach will be requested, and the pilot will be properly cleared prior to entering IFR conditions. Example: "RODD 34 REQUEST RADAR VECTORS FOR ILS RUNWAY 23". When handed off to Tower the pilot will inform the Tower of location, altitude, type of pattern to be flown, preferred runway, and subsequent approach if a touch-and-go. Example: "RODD 34, 10 NM NORTHEAST, AT 1,200, FOR ABEAM TO RUNWAY 15, CLIMBOUT FOR ANOTHER TACTICAL APPROACH".

3.15.3.4. Tactical Operations within the WARB Class D Airspace. [Attachment 7](#) depicts the different profiles for each runway/tactical arrival. Tower personnel shall be familiar with each profile.

3.16. Standard Go-Around Procedures.

3.16.1. Under VFR, aircraft will offset from the runway as directed by ATC to avoid overflying the runway.

3.16.2. Under IFR, aircraft shall execute published missed approach procedures unless directed otherwise by air traffic control.

3.16.3. Controllers shall state the reason for the go-around (i.e., vehicle/personnel on runway) as soon as possible after the instruction is issued.

3.17. Protection of the 360° Overhead Pattern. Aircraft departing or performing a go-around, missed approach, or low approach will not climb above 2,000' MSL until beyond the departure end of the runway. If the overhead pattern is active, Tower will advise all aircraft of the departure restriction.

3.18. Reduced Same Runway Separation Standards. Reduced Same Runway Separation shall not be applied to any aircraft operating at WARB unless agreed upon in an LOA and the controllers are trained in advance of the operation.

3.19. Unusual Maneuvers.

3.19.1. Approving Unusual Maneuvers. Tower shall not approve pilot requests to conduct unusual maneuvers unless the maneuver is essential to the performance of flight. Unusual maneuvers include unnecessary low passes, unscheduled fly-bys, practice instrument approaches to altitudes below specified minima, fighter demonstrations, etc.

3.19.2. Requests for Unusual Maneuvers. All requests to conduct an unusual maneuver, specifically maneuvers where an FAA or United States Air Force (USAF) waiver is required, must be coordinated through 439th Operations Support Squadron, Airfield Operations Manager (439 OSS/OSA) and approved by the 439th Airlift Wing commander (439 AW/CC) or designated representative not later than 60 days prior to the event.

3.19.3. Communications. All communications during approved unusual maneuvers will be on Tower frequencies unless otherwise previously coordinated.

3.20. Ground Operations.

3.20.1. Ground Control. Aircraft shall monitor WARB Ground Control frequency during all ground operations from initial engine start to shut down. Before taxiing, pilots of all aircraft will contact Ground to indicate their intentions and receive taxi clearance. Ground will not permit military aircraft to taxi until AMOPS has received a filed DD Form 1801 and notified Tower. Military aircraft will not be cleared for takeoff without a flight plan on file with AMOPS.

3.20.2. Taxiing with Live Ordnance. All aircraft loaded with armed forward firing ordnance will taxi to avoid pointing their ordnance at any passenger-carrying aircraft. Aircrews, except active alert aircraft, shall advise Tower when operating with armed forward firing ordnance prior to taxiing.

3.21. Control of Aircraft Ground Traffic.

3.21.1. Maintain contact with Ground Control. Aircraft not requiring de-arm after landing will establish and maintain contact with Ground Control after exiting the runway. Aircraft requiring de-arm will coordinate with Tower prior to exiting the runway and then contact Ground Control.

3.21.2. Preferred Taxi Routes. Taxi to/from the East Ramp will be accomplished via Taxiways Tango, Lima, and Golf. Aircraft parked/intending to park on the East Ramp may enter/exit the back side of the East Ramp from/onto Taxiway Golf providing they have communicated their intent to the Tower (e.g., aircraft parked facing the runway on E-9 for launches during snow events).

3.21.3. The 439th Maintenance Group, Maintenance Operations Center (MOC). All maintenance engine starts, tows, and taxi operations will be coordinated with the Tower. Coordination through the Command Post is acceptable as long as the 439 AW/CP contacts Tower. Tower will report unauthorized engine starts, tows, and taxi operations to AMOPS immediately. If aircraft piracy is suspected, Tower will immediately initiate procedures IAW 439 AW IDP 31-101, *Integrated Defense Plan*.

3.21.3.1. For aircraft marshalling operations from Echo 9-15 on to Taxiway Golf, maintenance shall request to “break red” from 439 SFS, either via 439 AW/CP or MOC. They shall advise Ground Control they have permission to break red and request to enter Taxiway Golf from the back parking row. Maintenance is required to get permission to enter Golf prior to conducting towing or marshalling.

3.22. Control of Vehicular Ground Traffic.

3.22.1. CMA Definition ([Attachment 2](#)). The CMA is the portion of the movement area where Tower control/communication is mandatory. It is defined as the runways (including any area inside the mandatory hold markings or area within 150’ of the runway edge), the overruns, the Precision Obstacle Free Zones, the ILS critical areas, Pad 05, Pad 23, Pad 33 ONLY inside the runway hold lines, Taxiway November from Taxiway Golf to the runway, and Taxiway Golf.

3.22.2. Vehicles, pedestrians, and aircraft operating on the airfield, but outside the CMA, shall monitor the Tower Talk Group or air traffic control frequencies to the maximum extent possible to maintain situational awareness. Tow operators shall monitor the Tower Talk Group and receive Tower approval prior to towing in this area. Personnel shall be continually aware of their surroundings and periodically observe the Tower for light gun signals.

3.22.3. If Maintenance needs to enter Taxiway Golf from the East Ramp, they must contact 439 AW/CP and/or MOC to request to “break red” from 439 SFS. After permission has been granted, then they shall request entrance to Taxiway Golf. At no time, will tower contact 439 AW/CP, MOC, 439 SFS on behalf of Maintenance, this responsibility resides solely with Maintenance.

3.22.4. Tower controls all ground traffic within the CMA. Vehicles and pedestrians operating in this area shall establish and maintain 2-way radio communication with the Tower or be escorted by another vehicle or pedestrian that possesses this capability. Note: Radio contact

with the Tower and permission to enter is mandatory prior to crossing any boundary of the CMA. At no time will a cell phone be used to gain access to the CMA.

3.22.4.1. Before entering a runway surface for any reason, permission must be obtained from the Tower even if the runway is temporarily closed or operations are suspended. When escorting non-radio equipped vehicles on runway surfaces, the escort agency must provide enough escorts to enable them to stay with non-radio equipped vehicle. At no time will a non-radio equipped vehicle or personnel be left without an escort on a runway surface.

3.22.4.2. Vehicles operating in the movement area must stop at all intersecting taxiways and runways. Final responsibility for avoidance of taxiing aircraft rests with vehicle operators. Extreme caution should be used when driving on the airfield.

3.22.5. Personnel shall use the Frequency Modulation (FM) Land Mobile Radio (LMR) Ramp/Tower Talk Group as the primary method to contact the Tower. Secondary means of communication with the Tower shall be via the 439 MSG/BCE LMR Net or on UHF/VHF Ground Control frequency (if use of these frequencies does not interfere with aircraft operations). Tower will initiate a flashing red light signal to a vehicle if radio contact cannot be established and the vehicle must exit the runway. If the light gun is not observed, the Tower will flash the runway edge lights several times to constitute a runway exit command. Vehicle operators on the runway observing the flashing runway lights will immediately depart the runway. When recalled from the runway, vehicle operators will exit the runway at the nearest taxiway and position themselves behind the runway hold lines at least 150' from the runway edge. Vehicle operators will continuously watch the Tower for light gun signals.

3.22.6. Tower is authorized to approve altitude restricted low approaches over vehicles, equipment, or personnel operating on the runway. A restriction of no less than 750' (1250' for heavy aircraft) MSL may be authorized.

3.22.7. During evacuation of the Tower, vehicles on the runway will be instructed to exit the runway. While the Tower is unmanned, vehicle operations in the CMA will be limited to emergency response operations only.

3.22.8. Aircraft Towing Operations. Procedures for towing aircraft are described in 439 MXGI 21-116. Aircraft tow-teams shall adhere to the following:

3.22.8.1. Aircraft towing operations will normally be conducted on Tow Talk Group LMR Channel.

3.22.8.2. Prior to aircraft movement, the Tow Supervisor will request tow clearance through the MOC, who in-turn requests tow clearance through the 439AW/CP. Once tow clearance is granted through the 439AW/CP, MOC will relay the clearance to the Tow Supervisor via the Tow Talk Group. The supervisor will then switch to Tower Talk Group and request clearance from Ground Control to move the aircraft. The tow team will monitor Tower Talk Group throughout the tow. Once the tow is complete, the Tow Supervisor will inform Ground Control that the tow is complete.

3.22.8.3. 439AW/CP will advise AMOPS of all tow operations outside the East Ramp.

3.22.8.4. Prior to aircraft movement, the tow team supervisor will ensure the tow path and destination is clear and free of obstructions.

3.22.8.5. Any ground emergency discovered by maintenance personnel will be relayed to the Tower via LMR for activation of the Primary Crash Alarm System (PCAS) in addition to any emergency reporting required by maintenance operating procedures.

3.22.8.6. For aircraft towing operations from Echo 9-15 on to Taxiway Golf, maintenance shall request to “break red” from 439 SFS, either via 439 AW/CP or MOC. They shall advise Ground Control they have permission to break red and request to enter Taxiway Golf from the back parking row. Maintenance is required to get permission to enter Golf prior to conducting towing or marshalling.

3.23. Operations Supervisor and Supervisor of Flying. When present in the Tower, the OPSUP/SOF must not perform ATC functions or transmit ATC instructions or clearances.

3.24. LMR Select Call Feature (Private Line). The base LMR system does not have an electronic or mechanical select call feature that allows air traffic controllers to ‘mute’ the FM Nets in the Tower to eliminate transmissions not directed to the Tower. Only agencies requiring contact with the Tower or AMOPS are authorized to transmit on the Ramp/Tower Net.

3.24.1. The following agencies operate routinely on the Ramp/Tower Net:

3.24.1.1. 439th Operations Support Squadron, Air Traffic Manager (439 OSS/OSAT)

3.24.1.2. 439 OSS/OSA

3.24.1.3. Transient Alert

3.24.1.4. 439th Mission Support Group, Base Civil Engineer (439 MSG/BCE)

3.24.1.5. 439th Mission Support Group, Fire Emergency Services (439 CE/CEF)

3.24.1.6. 439 SFS

3.24.1.7. 439 MXG Tow Operators.

3.24.1.8. 439th Operations Support Squadron, Airfield Manager (439 OSS/OSAM)

3.24.2. The Tower has the capability to monitor and transmit on the Fire Department and Security Forces Dispatch Talk Group if necessary.

3.25. Noise Abatement. Practice approaches not authorized for transient aircraft between 2200L-2300L Monday-Saturday and 0700L-1200L on Sunday. Note: Tower is not the authority to approve or deny after hour engine runs.

3.26. Protection from Ground Jet Blast.

3.26.1. Pilots or aircraft maintenance personnel are required to advise the Tower prior to commencing any engine run to ensure arriving/departing/other taxiing aircraft are not affected.

3.26.2. Pilots or aircraft maintenance personnel are responsible for ensuring adequate clearance from other aircraft while conducting engine run operations on the ramp or in parking areas.

3.26.3. After coordinating with AMOPS, aircraft maintenance personnel shall contact the Tower to request an engine run using the following phraseology: “Westover Ground, (Aircraft Tail Number), request engine run on (Parking Location)”. Maintenance personnel shall inform the Tower of the type of engine run (pressurized or un-pressurized), including the number of

engines to run and whether it will be an idle or full power run. Maintenance personnel must remain in constant radio communication with the Tower during the engine run.

3.26.4. During idle power engine runs on parking spots E-1 through E-8, Tower shall use the following criteria for permissible operations:

3.26.4.1. Operations on Runway 05/23 are authorized for aircraft or vehicles.

3.26.4.2. Operations on Taxiway Golf are authorized for aircraft or vehicles.

3.26.5. During idle power engine runs on parking spots E-9 through E-14, Tower shall use the following criteria for permissible operations:

3.26.5.1. Operations on Runway 05/23 are authorized for aircraft or vehicles.

3.26.5.2. Operations on Taxiway Golf are authorized for aircraft or vehicles.

3.26.6. During above-idle engine runs on parking spots E-1, Tower shall use the following criteria for permissible operations:

3.26.6.1. Operations on Runway 05/23 are authorized for aircraft or vehicles.

3.26.6.2. Operations on Taxiway Golf are not authorized for aircraft or vehicles. If Fire Department responds to an emergency and requires the use of Taxiway G, aircraft shall be brought back to idle.

3.26.7. During above-idle engine runs on parking spots E-2 through E-8, Tower shall use the following criteria for permissible operations:

3.26.7.1. Operations on Runway 05/23 are not authorized for aircraft or vehicles.

3.26.7.2. Operations on Taxiway Golf are not authorized for aircraft or vehicles.

3.26.8. During above-idle engine runs on parking spots E-9 through E-14, Tower shall use the following criteria for permissible operations:

3.26.8.1. Operations on Runway 05/23 are not authorized for aircraft or vehicles.

3.26.8.2. Operations on Taxiway Golf are not authorized for aircraft or vehicles.

3.26.9. As an alternate, Regionalized Isochronal Inspection (RISO) may use Taxiway Lima, between Taxiway Yankee and the Base Hanger with the nose of aircraft facing towards Taxiway Golf. It is the responsibility of Maintenance (via MOCC or Command Post) to inform Fire Department since these operations will close the Fire Training Facility. Due to the suspension of Runway 15/33 operations during this time, Beanbag DZ operations must be deconflicted. Tower shall use the following criteria for permissible operations:

3.26.9.1. Operations on Runway 15/33 are suspended from Taxiway Romeo to Taxiway Yankee. Helicopters are the only aircraft authorized to use Runway 15/33 east of Taxiway Romeo during engine run procedures. Land and Hold Short Operations (LAHSO) are not authorized at WARB. Intersection departures to the east are not authorized. NOTE: At no time shall jet blast be directed towards any hangars or building to protect the integrity of structures.

3.27. Continuity of Air Traffic Services/ATC Facility Evacuation.

3.27.1. The 439 OG/CC has determined that alternate air traffic control facilities are not required.

3.27.2. In the event Tower personnel evacuate the facility, the tower will be closed and uncontrolled operations will be in effect. Evacuating controllers will follow procedures IAW 439 OSS/OSAT, OSAT OI 13-204, *Tower Operations*.

3.27.3. The Tower is designed to accommodate wind speeds up to 103 miles per hour (89.5 knots). Due to the possibility of window damage, Tower personnel will evacuate when winds reach 70 knots (sustained or gusting).

3.27.4. Auxiliary Power Requirements. Tower, Weather and NAVAID facilities will be equipped with auxiliary power sources complete with automatic start capability. These facilities must meet or exceed the requirements in FAA JO 6950.2.

3.28. Night Vision Device (NVD) Operations.

3.28.1. Policies and procedures set forth in this instruction do not cover every contingency. NVD operations will be conducted at the aircrews' "own risk". This guidance does not relieve pilots of the responsibility to comply with CFRs, USAF directives or directives of any other appropriate authority. These procedures supplement FAAO 7110.65, *Air Traffic Control* 20 April 2023, DAFMAN 13-204v3 *Air Traffic Control*, 26 April 2024, and specific unit LOA. NVD operations in this document are defined as conducting night operations with the aid of NVDs in conjunction with reduced airfield lighting. Air Traffic Controllers will not use NVDs.

3.28.1.1. NVD operations will only be conducted when the Control Tower is open.

3.28.1.2. Non-participating aircraft will not mix with participating NVD aircraft in any traffic pattern or controlled movement area. Non-participating aircraft have priority over NVD operations except for civil aircraft conducting IFR/VFR practice approaches. The Control Tower Watch Supervisor/Controller-in-Charge is the final authority in determining aircraft priorities and approving NVD operations within the Class Delta airspace.

3.28.1.3. NVD aircrews conducting approaches will be in contact with the Control Tower prior to entering the airspace and will maintain radio contact while in the Class Delta or while operating on the controlled movement area.

3.28.1.4. Tower controllers shall instruct participating aircraft to temporarily suspend NVD operations when an emergency or conflicting traffic situation exists.

3.29. VFR Local Training Areas. WARB does not have any designated VFR local training areas.

Chapter 4

AIRFIELD MANAGEMENT AND WEATHER SERVICES

4.1. Airfield Management. Full flight planning services are available from WARB AMOPS. Refer to the General Planning (GP) Guide, IFR Supplement, ASRR, or contact AMOPS (DSN 589-2951 or 372.2 MHz) for more information.

4.2. Location. AMOPS is located in Building 1610 adjacent to the Transient Ramp northwest of the Base Hangar.

4.3. Waivers to Airfield/Airspace Criteria. All waivers will be coordinated through the WARB Airfield Operations Flight.

4.4. Runway Surface Condition (RSC) and/or Runway Condition Reading (RCR). RSC and RCR values will be determined and disseminated by AMOPS. RSC, RCR and braking actions reported as “good”, “good-medium”, “medium”, “medium-poor”, or “poor”. The term “nil” is used to indicate bad or no braking action. RCR is obtained from AMOPS and shall be broadcasted on the ATIS. When passing braking actions are passed, include the type aircraft. Personnel will follow guidance in the 439 AW WARB Snow Plan.

4.5. Control of Ramp Areas. In addition to duties listed in DAFMAN 13-204v2, *Airfield Management*, the AFM is responsible for assigning transient aircraft parking locations. Parking space priorities are based on mission requirements. Transient Alert and MOC may make recommendations to the AFM for transient parking; however, the AFM will make the final determination. The Transient Ramp adjacent to AMOPS shall be used to the maximum extent possible.

4.6. Aircrew Information.

4.6.1. AMOPS will brief all transient aircrew on aerodrome hazards, status of NAVAIDs, noise abatement, bird watch conditions and hazards, and rescue/fire-fighting capability. WARB-based flying units will develop their own briefing procedures to ensure aircrews are advised of airfield status and applicable base flying instruction requirements. Graphical displays are normally available in AMOPS during operating hours.

4.6.2. NOTAMs. AMOPS is the designated NOTAM dispatch facility. Tower is the designated NOTAM monitor facility. AMOPS will provide pre-coordinated NOTAMs to the Tower for inclusion in the ATIS broadcast. AMOPS will notify other base agencies of NOTAMs as necessary. Additionally, NOTAM information be obtained by calling AMOPS or by checking: <https://notams.aim.faa.gov/notamSearch/>. Note: AMOPS also receives and disseminates NOTAM information from Westover Metropolitan Airport for areas controlled by the Director, Civil Aviation.

4.6.3. Storage of Classified Materials. Transient aircrew can store all classified material at the WARB, 439 AW/CP (Building 1610).

4.6.4. Prior Permission Required (PPR) Procedures. WARB is a Prior Permission Required (PPR) base. Authority to issue PPR numbers is delegated to Airfield Management Operations Personnel. Contact WARB AMOPS at DSN: (312) 589-2951 or Commercial: (413) 557-2951. Aircrew shall obtain an approved PPR prior to departing their previous station.

4.7. Flight Planning Responsibilities.

4.7.1. Departing Aircraft.

4.7.1.1. All aircraft departing WARB military ramp with a flight plan listing KCEF as the initial departure station must file either an IFR or VFR flight plan with AMOPS IAW FLIP GP and AFMAN 11-202v3.

4.7.1.2. Aircrews are encouraged (if not directed by regulatory guidance) to check the Avian Hazard Advisory System (AHAS) and Bird Avoidance Model (BAM) for the latest bird activity for enroute, departure, and arrival locations. Computers and current print outs are available in the flight planning room at AMOPS.

4.7.2. Entering Flight Plans.

4.7.2.1. AMOPS is the primary responsibility for entering flight plans into the Aeronautical Information System Replacement (AIS-R). Tower may also enter flight plans and amendments via the Flight Data System (FDS) on a workload permitting basis provided they coordinate with AMOPS and ensure a flight plan is on file for departing, originating aircraft. Department of Defense (DD) Form 1801 will be filed 2 hours prior to departure. Note: Short range IFR flight plans may be put in by the Tower, with prior coordination with AMOPS.

4.7.2.2. When advised by Tower that the FDS is inoperative, AMOPS will forward flight plan information as requested on all inbound and outbound aircraft to the Tower.

4.8. DVs and Other Special Mission Notification Procedures.

4.8.1. AMOPS shall notify the following agencies for all DVs, or other special missions inbound to WARB:

4.8.1.1. Tower.

4.8.1.2. Transient Alert

4.8.1.3. 439 AW/CP

4.8.1.4. 439 AW/PA (does not apply after duty hours).

4.8.1.5. Wing Protocol (439 AW/CCP) (does not apply after duty hours).

4.8.1.6. Air Terminal Operations Center (ATOC).

4.8.1.7. 439th Security Forces, Emergency Communications Center (439 SFS/ECC).

4.8.1.8. This notification will include the appropriate Very Important Person (VIP) code and name of DV, agency the DV is visiting, call sign and type aircraft, aircraft parking location, estimated time of arrival (ETA), and the actual time of arrival.

4.8.2. For other special mission aircraft, AMOPS shall utilize the DV inbound checklist and provide any information required for that type of mission.

4.8.3. AMOPS shall inform Tower of the requirement for a 15-mile call.

4.8.4. The Tower will notify AMOPS concerning DV, or other special mission inbounds when the aircraft is 15 flying miles from the runway in use unless other requirements are specified.

4.9. Flight Information Publications. AMOPS is the wing DoD FLIP monitor. All requests/changes to FLIPs will be submitted through the AFM or designated representative. United States Air Force (USAF) Air Force Flight Standardization Agency (AFFSA) Flight Information Publications (FLIP) REVISION REPORT, AF IMT 3546, may be used to submit requests.

4.10. Airfield Vehicle Operations. All airfield wheeled vehicles and pedestrian operations shall be conducted IAW 439 AWI 13-213. A complete list of call signs can be found in that instruction.

4.10.1. AMOPS is the office of primary responsibility (OPR) for the Airfield Driving Program. All personnel driving on the airfield must be qualified IAW AFMAN 24-306, Chapter 25; DAFI 13-213, *Airfield Driving Program*; 439 AWI 13-213; and possess a valid AF Form 483, Certificate of Competency, 13 May 2020. All contractors must receive an airfield driving training briefing from AMOPS before operating on the airfield.

4.10.1.1. WARB does not allow privately owned vehicles (POV) access to the airfield except for special events (i.e.: airshows) and for personnel required to transit airfield areas. In these cases, personnel must display an airfield driving permit placard issued by AMOPS and must possess a current and valid AF Form 483, endorsed for driving on the WARB Airfield. Placards will be placed on the driver's dashboard while operation on the airfield.

4.10.1.2. All vehicles (including contractor vehicles) will be equipped with markings and lighting in accordance with Technical Order (T.O.) 36-1-191 and FAA Advisory Circular 150/5210-5D. Vehicles operating in the CMA will activate their flashing lights/beacons if available. If not available, headlights and emergency flashers shall be used.

4.10.1.3. Airfield Driving Violations and Penalties (see 439 AWI 13-213, *Airfield Driving Instruction*). Gross or repeated violations of safety or airfield driving rules, or an overall demonstrated lack of ability on the part of the certificate holder will result in a suspension of airfield driving privileges, surrender of the certificate, and/or revocation of the certificate.

4.10.1.3.1. The AFM or designated representative is authorized to confiscate AF Form 483, and/or airfield POV passes.

4.10.1.3.2. The AFM or designated representative is authorized to revoke airfield driving privileges of individuals violating the provisions of this instruction, 439 AWI 13-213, or performing unsafe acts on the airfield.

4.10.1.3.3. Any supervisor in the driver's chain of command may suspend a driver's certificate. All suspensions will be reported to the Wing Airfield Driving Program Manager (WADPM). Failure to complete annual refresher training within established timelines (or if there is no documentation of annual training) will result in progressive actions to include suspension, revocation, and or re-training.

4.10.1.3.4. All certificate holders will surrender their AF Form 483 upon request by the ADPM and/or AMOPS personnel. Surrendered certificates will be forwarded to Wing ADPM.

4.10.1.3.5. Revocation. AF Form 483 may be revoked by the Wing ADPM, AFM, AOM, or designated representative. Once revoked, another certificate will not be

reissued without the explicit approval of the Wing ADPM after coordination with the unit commander.

4.10.1.4. Vehicular Callsigns. Radio callsigns used to operate a vehicle on the aerodrome are described in 439 AWI 13-213.

4.10.2. If the Tower observes a vehicle operating in a suspicious manner, attempts will be made to contact the vehicle. If the vehicle does not respond, the Tower shall notify AMOPS who will, if necessary, notify Security Forces.

4.10.3. Vehicles that have been operating off paved surfaces or through areas where foreign object debris (FOD) is present will not proceed on the paved portions of the airfield until all tires have been thoroughly inspected and cleared of debris (including mud). A rollover FOD check will be conducted. Drivers are responsible for inspecting their vehicle's tires.

4.11. Runway Incursion/Controlled Movement Area Violations (RI/CMAV).

4.11.1. When an unauthorized vehicle enters the CMA (as defined in [paragraph 3.22](#) and depicted in [Attachment 2](#)), Tower shall attempt to contact the vehicle and notify AMOPS and 439 SFS for investigation.

4.11.2. Information identifying the vehicle, its operator, and duty section/employer will be obtained for inclusion into DAF Form 457 or AF Form 651.

4.11.3. AMOPS will complete the DAF Form 457 or AF Form 651 and forward it to the WADPM/AFM for coordination. WADPM will forward the form to 439 AW/SE and AOM. MAJCOM OPR for Airfield Operations must be notified within 24 hours of CMAV/Hazardous Air Traffic Report (HATR) and include details in the subsequent AOB minutes. The AOM will brief the 439 OG/CC and 439 AW/SE IAW AFMAN 91- 223, Chapter 6.

4.11.4. Procedures for disposition of personnel involved in a runway incursion are defined in 439 AWI 13-213.

4.12. Photography. Photographs are not permitted on the airfield or in the ATC Tower unless previously coordinated through 439 AW/PA and, if applicable, the AOM. All unauthorized photographs and equipment are subject to confiscation by 439 SFS or Office of Special Investigations (OSI).

4.13. Snow Removal Operations.

4.13.1. Snow removal priorities are reviewed and established annually by the Snow Control Committee and published in the 439 AW WARB Snow Plan. Snow removal operations will be conducted IAW the 439 AW WARB Snow Plan.

4.14. Airfield Inspections and Checks.

4.14.1. Daily Inspections.

4.14.1.1. The AFM or designated representative shall inspect the airfield IAW the Base Operating Support contract and DAFMAN 13-204v2, *Airfield Management*.

4.14.1.2. AFM Inspection results will be documented on the 439 AW Form 60 and DAF Form 3616. Discrepancies shall be documented on the Airfield Discrepancy Log.

4.14.1.3. Airfield Lighting Inspections.

4.14.1.3.1. Base Civil Engineering (BCE) airfield lighting personnel will inspect all airfield lighting systems once per week and report any lighting deficiencies to AMOPS including a description of the equipment, its location, and the nature of the discrepancy.

4.14.1.3.2. AMOPS will conduct nightly airfield lighting inspections, contact the Real Property Maintenance (RPM) service desk, and request a work order, log all work orders on the airfield lighting outage log, monitor corrective action until system is operational, and verify maintenance actions are complete before logging the equipment back in service.

4.14.2. Quarterly Airfield Inspections. A quarterly inspection will be conducted IAW DAFMAN 13-204v2, *Airfield Management*, to identify new short-range requirements and to validate old requirements. This inspection will be conducted by representatives from Airfield Manager (AFM), Terminal Instrument Procedures (TERPS) when available, SE (flight and ground), CE (waivers/pavements) and 439 SFS. All discrepancies will be corrected by the appropriate agency. The AFM will conduct follow-up inspections. Follow-up inspections will be documented by AMOPS personnel on the daily airfield inspection checklist to ensure prompt corrective action is taken on all discrepancies.

4.14.3. Annual Inspections. The Airfield Manager, (AFM), in conjunction with BCE and 439 AW/SE, will conduct the Annual Certification/Safety Inspection IAW DAFMAN 13-204v2, *Airfield Management*, to evaluate the airfield's condition and compliance with USAF airfield infrastructure and safety requirements.

4.14.4. Airfield Checks. AMOPS personnel shall conduct routine checks of the airfield condition periodically throughout the day, at least every 3 hours. A FOD check will not be conducted after a wide-body arrival.

4.15. Annual Airfield Waiver Review. The AOM is responsible for ensuring an annual review of airfield waivers is conducted with the appropriate agencies (i.e., BCE, TERPS, SE, etc.) and forwarding results of annual waiver review to HQ AFRC/A3OA.

4.16. Coordination for Airfield Construction Projects.

4.16.1. All airfield construction, proposed sign installation or changes to aircraft parking plans shall be coordinated with the AFM and AOM.

4.16.2. Airfield maintenance to include, but not limited to, ramp cleaning, snow removal, grass mowing, and shall be coordinated with AMOPS.

4.17. Operating Procedures for Airfield Sweeping.

4.17.1. CE shall:

4.17.1.1. Sweep all airfield surfaces IAW the established sweeping schedule (see [Attachment 7](#)).

4.17.1.2. Check in with AMOPS via radio, in-person, telephone or any reasonable means each morning for airfield sweeping requirements.

4.17.1.3. Sweep additional areas identified by AMOPS during the morning airfield inspection.

4.17.1.4. Advise AMOPS via radio, in-person, telephone, or any reasonable means when sweeping operations have been completed each day.

4.17.2. AMOPS shall:

4.17.2.1. Brief sweeper each morning on FOD hazards identified during initial inspection.

4.17.2.2. Contact RPM service desk at Commercial 413-557-3575 or DSN 589-3575 and request a sweeper be dispatched as required.

4.17.2.3. Verify sweeping operations are completed by inspecting affected areas before releasing sweeper for regularly assigned sweeping.

4.18. Airfield Mowing Operations. Mowing of all grass areas on the airfield will be conducted IAW DAFMAN 91-202, the 439 AW Mowing Plan and the Integrated Natural Resources Management Plan. Advise AMOPS via radio, in-person, telephone or any reasonable means of mowing locations and the beginning and end of operations on the field each day.

4.19. Weather Services. The WARB Weather Station is in Building 1610. Meteorological Technicians provide mission weather briefing support to all of WARB's C5 missions, training missions, and to transient aircrews upon request. However, weather briefing support for all Integrated Flight Management (IFM) missions is provided by the 618 AOC (TACC)/XOW at Scott AFB, IL. Any mission briefing support required during non-duty hours will be arranged in advance or be provided by the 15th Operational Weather Squadron at Scott AFB, IL.

4.20. Weather Observation Equipment.

4.20.1. Lighted wind cones are located at the approach end of each runway (right side of Runway 05; left side of Runway 23; right side of Runway 15 and right side of Runway 33) and mid-field abeam the Tower.

4.20.2. There are three FMQ-19 weather sensor suites located on the airfield. The primary sensor suite is located on the approach end of runway 23 approximately 1097' from the threshold and 513' off the runway. The runway 23 primary sensor suite is equipped with a cloud ceilometer, RVR, visibility, wind, precipitation identification sensor, freezing rain sensor, temperature and relative humidity, pressure, lightning sensor, liquid precipitation accumulation sensor, and a field data collection unit. On runway 05, a sensor suite is located on the approach end approximately 2130' from the displaced threshold and 87' off the runway. It is equipped with a cloud ceilometer, RVR, visibility, and wind sensor. On runway 33, a sensor suite is located on the approach end approximately 1033' from the threshold and 572' off the runway. It is equipped with RVR, visibility, and a wind sensor. There are no weather sensors located on runway 15.

4.21. Weather Information/Severe Weather Procedures.

4.21.1. Weather Observations. An Aviation Routine Weather Report (METAR) shall be transmitted locally/longline via the JET system near the top of every hour. An Aviation Selected Special Weather Report (SPECI) will be transmitted between the hourly observations when certain criteria are met.

4.21.1.1. Meteorological Technicians augment and back-up the FMQ-19 observations during controlled airfield hours IAW AFMAN 15-111 and local policy.

4.21.1.2. During uncontrolled airfield hours, the system is in full automated mode with observations being transmitted with no monitoring.

4.21.2. Terminal Aerodrome Forecast (TAF). The WARB Weather Station provides the TAF for the airfield during controlled airfield hours. TAFs are amended IAW DAFMAN 15-129 WARB Supplement.

4.21.3. Pilot Reports (PIREPs). WARB ATC personnel will relay to the WARB Weather Station all PIREPs received from aircrews IAW the Cooperative Weather Watch. Pilots may report PIREPs directly to the Weather Station via the Pilot to Metro Service (PMSV) radio at 274.75 MHz. The Weather Station will transmit PIREPs locally/longline and shall ensure Tower is informed of significant PIREPs.

4.21.4. Hazardous/Severe Weather Notification. When weather watches and warnings for the following events are issued by WARB's Weather Station, Meteorological Technicians shall notify 439 AW/CP, Tower, MOC (ISO when MOC is closed), and AMOPS. EOD will also be notified for observed lightning warnings. AMOPS will relay pertinent weather information via Secondary Crash Net (SCN). Tower will issue advisories via ATIS, Tower UHF/VHF frequencies and Airfield Management Talkgroup. MOC will transmit information via Maintenance Talkgroup. 439 AW/CP will transmit weather information via AtHoc and the Giant Voice when applicable.

4.21.4.1. Weather Watches:

4.21.4.1.1. Tornado within 5 NM

4.21.4.1.2. Severe Thunderstorms: Hail $\geq 1/2$ " and/or winds ≥ 50 kts

4.21.4.1.3. Damaging Winds ≥ 50 kts (non-convective)

4.21.4.1.4. Freezing Precipitation (any intensity)

4.21.4.1.5. Heavy Snowfall (≥ 6 " accumulation in 12 hours)

4.21.4.1.6. Blizzard

4.21.4.1.7. Lightning within 5 NM of WARB (Desired Lead Time (DLT) 30 minutes)

Note: Blizzard criteria include duration ≥ 3 hours, sustained winds/gusts ≥ 30 kts, considerable falling and/or blowing snow, and prevailing visibility frequently $\leq 1/4$ mile/400 meters (all criteria must be met).

4.21.4.2. Weather Warnings:

4.21.4.2.1. Tornado within 5 NM (DLT 15 minutes)

4.21.4.2.2. Severe Thunderstorm: Hail $\geq 1/2$ " and/or winds ≥ 50 kts (DLT 1 hour)

4.21.4.2.3. Damaging Winds ≥ 50 kts (non-convective, DLT 1 hour)

4.21.4.2.4. Moderate Thunderstorms: Hail $\geq 1/4$ " but $< 1/2$ " and/or winds ≥ 35 kts but < 50 kts (DLT 1 hour)

4.21.4.2.5. Strong Winds ≥ 35 kts but < 50 kts (non-convective, DLT 1 hour)

4.21.4.2.6. Freezing Precipitation (any intensity, DLT 1 hour)

4.21.4.2.7. Heavy Snow (> 6 " accumulation in 12 hours, DLT 1 hour)

- 4.21.4.2.8. Blizzard (DLT 1 hour)
 - 4.21.4.2.9. Lightning observed within 5 NM of WARB
 - 4.21.4.2.10. Lightning observed within 10 NM of WARB (relayed only to 439 AW/CP, MOC and 439th Civil Engineering Squadron, Explosive Ordnance Disposal (439 CES/EOD))
- 4.21.5. Observed Lightning Warning. When the WARB Weather Station issues a warning for Lightning Observed within 5 NM of the airfield, the following procedures apply:
- 4.21.5.1. All personnel, including civilians, contractors, and transient/deployed personnel must seek shelter in a vehicle, aircraft, or structure immediately after notification until the lightning warning has been cancelled.
 - 4.21.5.2. Arriving aircraft shall be allowed to land and taxi to parking, but the crew and passengers must remain on board the aircraft until the lightning warning has expired. Crews should not expect any ground support during the warning period. Arriving aircraft will be advised of lightning warning via ATIS, Bradley Approach, and WARB Tower as necessary.
 - 4.21.5.3. Departing aircraft, given that the crew is already on board and no further ground support is required, shall be allowed to taxi, and depart at their discretion.

Chapter 5

OTHER AIRFIELD SERVICES

5.1. Fire Department. The primary Crash/Rescue Station is located between Hangar 3 and the Base Hangar. Firefighting personnel are on duty 24 hours a day. The WARB Fire Department fire apparatus meets or exceeds the requirements of Aircraft Rescue and Fire Fighting (ARFF) Index E as published in the DoD Airport Facility Directory.

5.2. Transient Alert Procedures. When notified by AMOPS that a transient is inbound, Transient Alert will dispatch a "Follow Me" vehicle to assist the aircraft to parking. AMOPS shall make every effort to afford Transient Alert at least 30 minutes advance notification. WARB Transient Alert provides standard transient services as defined by the Transient Alert contract and published in the DoD IFR Supplement. Transient aircraft not familiar with taxi routes will be provided progressive taxi instructions by the Tower and "Follow Me" assistance from Transient Alert.

5.3. Bird/Wildlife Control Program. A bird hazard exists at and around WARB due to resident and migrating bird species. Daily and seasonal bird movements create varying degrees of hazardous conditions. Other wildlife such as deer, coyote and beaver also present a hazard to aircraft in and around the airport environment.

5.3.1. Bird/Wildlife Aircraft Strike Hazard (BASH) Program. The BASH program is maintained by 439 AW/SE and jointly executed through a cooperative effort between 439 AW/SE, United States Department of Agriculture (USDA), AMOPS, flying units and maintenance personnel. Personnel involved in the BASH program and any aircrew operating at WARB should be familiar with 439AWI 91-212, *Bird Aircraft Strike Hazard Plan*. 439 AW/SE is the OPR for this plan.

5.3.2. USAF Safety Center Tools. Access to the BAM and the AHAS is available in the flight planning room at AMOPS.

5.3.3. Determining Bird Watch Condition (BWC). Agencies spotting wildlife on the aerodrome shall report activity immediately to AMOPS or the Tower. The Airfield Manager or his/her designated representative on duty is vested with the authority to declare bird watch conditions. In addition, Tower or OPSUP, USDA can make an immediate determination to upgrade the BWC to MODERATE or SEVERE. Input for determining this can come from many sources, including representatives from the Flight Safety Office, the Operations Group, Wildlife Services Biologists, or any person who notes danger. Only AMOPS can lower the BWC. Increase in BWC. A BWC of moderate or severe shall be included on the ATIS broadcast and posted in AMOPS.

Figure 5.1. The 439 AW/WARB ARB BWC.

LOW	MODERATE	SEVERE
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<p>Bird activity on and around the airfield representing low potential for strikes. Fewer than 5 large birds (waterfowl, raptors, gulls, etc.) or 15 small birds (terns, swallows, etc.) on or above the airfield with a low probability of hazard.</p>	<p>Bird activity near the active runway or other specific location representing increased potential for strikes. BWC Moderate requires increased vigilance by all agencies and supervisors, and caution by Aircrews. increased bird population of approximately 5 to 15 large birds or 15 to 30 small birds in locations that represent an increased potential for strike.</p>	<p>Bird activity on or immediately above the active runway or other specific location representing high potential for strikes. Supervisors and aircrew must thoroughly evaluate mission need before conducting operations in areas under condition Severe. High bird population of more than 15 large birds or 30 small birds on or immediately above the runway or other specific locations (taxiways, infield areas, departure, or arrival corridors, etc.) that represents a high potential for strike.</p>
<p>Restrictions</p>		
<p>No restrictions.</p>	<p>Transition and multiple approaches in the local pattern will be terminated. Initial takeoffs and full- stop landings are at the aircraft commander's discretion. Aircraft commanders will carefully clear their intended flight paths using all available sources of information including tower, ATC, and visual scan. In IFR conditions, attempt to have the runway of intended landing visually cleared (e.g., by Operations Supervisor or Airfield Management.)</p>	<p>All 439 AW flight operations require 439 OG/CC approval. Inbound aircraft will hold until the BWC is lowered if fuel and weather permit. Otherwise, proceed to an alternate airfield. Use 439 AW/CP to assist in coordination and determination of alternate airfields for transition work or full stop landings as required.</p>
<p>Note: Keep in mind a single bird in a critical location may elevate the BWC to moderate or severe (i.e. a vulture).</p>		

5.4. Radar Airfield and Weather Systems (RAWS). All RAWS listed below are equipped with backup generators.

5.4.1. The WARB ATC Tower is a 134’ structure located on the infield at the intersection of Taxiway Golf and the northeast corner of the East Ramp, approximately 1,184’ from the centerline of Runway 05/23 and approximately 1,320’ from the centerline of Runway 15/33.

5.4.2. The WARB Tactical Air Navigation Aid (TACAN) (Westover Identifier: CEF, Channel 87, AN/FRN-45), is located on the southeast side of Runway 05/23, approximately 1,900' from the approach end of Runway 23 and 750' from the centerline.

5.4.3. Solid State-ILS (SS-ILS). ILS equipment is installed only for Runways 05 and 23.

5.4.3.1. Runway 05.

5.4.3.1.1. Localizer (Identifier: I-GWJ, 109.9 MHz) is located on the extended runway centerline, 1,150' from the Runway 23 approach end threshold.

5.4.3.1.2. Glideslope (333.80 MHz) is located on the southeast side of the runway, 1,350' from the Runway 05 landing threshold.

5.4.3.2. Runway 23.

5.4.3.2.1. Localizer (Identifier: I-CEF, 109.9 MHz) is located on the extended runway centerline, 2,250' from Runway 05 approach end threshold.

5.4.3.2.2. Glideslope (333.80 MHz) is located on the southeast side of the runway, 1,015' from Runway 23 landing threshold.

5.5. Interruptions to RAWS.

5.5.1. Scheduling Interruptions to RAWS. Preventive maintenance of RAWS performed during other than published maintenance periods must be coordinated with the AOM, who will perform required coordination with USAF and FAA air traffic control and affected base agencies. The identification feature of RAWS released to maintenance will be turned off when necessary. The following table is the official No-NOTAM Preventive Maintenance Schedule including required weather conditions. RAWS maintenance must receive approval from NAVAID monitoring facility prior to removing a system from service and notify monitoring facility when system is back online.

5.5.2. No-NOTAM Preventive Maintenance Schedule:

Table 5.1. NO-NOTAM PREVENTIVE MAINTENANCE SCHEDULE.

NAVAID	SPECIFIED TIME PERIOD	
ILS	Monday	1100-1600Z
ILS	Wednesday	1100-1600Z
TACAN	Wednesday	1600-1900Z
TACAN	Friday	1600-1900Z
Note: Required weather for preventative maintenance inspection (PMI's) is ceiling at/above 3000' and visibility 5 miles or greater (existing, plus 1 hour forecast).		

5.6. Instrument Landing System (ILS). The Remote Status Indicator (RSI) in the Tower is equipped with an interlock mechanism that cannot be disabled in the Tower. Since the ILS components for Runways 05 and 23 operate on the same frequency, at no time shall both systems operate simultaneously. However, an exception can be made if coordination and approval is granted by the AOM for maintenance personnel to bypass the ILS interlock to allow simultaneous localizer and/or glideslope operations to accommodate facility installation, maintenance

restoration, preventive maintenance, or flight inspection as long as both facilities are taken off the air. The AOM shall inform the Tower and AMOPS of the planned operation and ensure NOTAMs are sent if applicable. Maintenance personnel will ensure at least a 3,000' ceiling and/or 5 SM visibility exists prior to requesting dual mode operation. Maintenance will notify the AOM when the system is returned to normal operational status.

5.7. Tactical Air Navigation (TACAN) and Checkpoints.

- 5.7.1. Pad 23: TACAN Magnetic (MAG) bearing 017 degrees/197 degrees DME 0.4NM.
- 5.7.2. Pad 05: TACAN MAG bearing 054 degrees /234 degrees DME 1.5NM.
- 5.7.3. Taxiway Y: TACAN MAG bearing 135 degrees /315 degrees DME 0.9NM.

Chapter 6

SPECIAL OPERATIONS AND SUPPLEMENTAL PROCEDURES

6.1. Dropped Objects. Aircrew suspecting an object was dropped from their aircraft shall report the event immediately to ATC and CASINO ROYALE at DSN 589-3571 or 252.1 MHz 439 AW/CP shall confirm information with the Tower and AMOPS. If there is a possibility the object was dropped on the airfield, runway operations will be suspended and AMOPS will respond to conduct a FOD check of the airfield.

6.2. Drag Chutes. Drag chutes will normally be retained with aircraft until parked. Transient Alert will recover chutes jettisoned on the airfield, unless otherwise coordinated with AMOPS. In all instances, Tower will advise the recovering agency of the location of the chute and its impact to operations and the recovery agency will notify Tower when jettisoned chutes have been removed from the active surfaces. AMOPS will conduct a FOD check of the affected areas.

6.3. Aircraft Security/Anti-Hijack Procedures. In conjunction with the procedures contained in FAA JO 7610.4, AFI 13-207, and 439 AW IDP 31-101, *Installation Defense Plan*, anti-hijack procedures are designed to prevent and stop unauthorized engine start, taxi, takeoff, and landing at WARB. Tower will attempt to establish radio/light gun contact with any suspect aircraft and issue appropriate instructions. If unable to contact the aircraft or if instructions are ignored, the Tower will implement procedures contained in the publications listed above.

6.3.1. Tower shall:

6.3.1.1. Activate the PCAS and notify all agencies of the aircraft type, position, direction of movement, and any other pertinent information.

6.3.1.2. Direct all taxiing aircraft to hold their present position until the incident is terminated, or they are otherwise directed.

6.3.1.3. Assist the on-scene commander by forwarding updated information and relaying any orders or instructions.

6.3.2. The 439 SFS shall:

6.3.2.1. Dispatch a patrol to meet transient alert and the aircraft at the designated location.

6.3.2.2. Position themselves between the aircraft and priority resources on the airfield.

6.3.2.3. Up-channel information as directed.

6.3.3. AMOPS shall:

6.3.3.1. Activate the SCN and relay the aircraft type, call sign, tail number, and position.

6.3.3.2. Respond to the scene (AFM or designated representative) as necessary.

6.3.3.3. Notify the AOM immediately and prepare all appropriate paperwork, including DD Form 2402 for civil aircraft, and any applicable payment voucher.

6.4. Fire Protection Support to Flying Operations.

6.4.1. ARFF. WARB normally meets the criteria for ARFF Index E. When crash or rescue capability, as determined by the Fire Department, falls below levels required to sustain specific types of aircraft operations, 439 CE/CEF will immediately notify AMOPS via hotline.

6.4.2. Curtailment of Operations. During periods of reduced ARFF capability, the Fire Department, using their guidelines, shall determine which activities, if any, will be curtailed and immediately brief AMOPS. AMOPS will brief the AOM who will brief the 439 OG/CC. AMOPS will notify all other concerned agencies and send NOTAMs as required.

6.4.3. Resuming Normal Operations. As crash or rescue capabilities are upgraded, Fire Department will immediately notify AMOPS. AMOPS shall ensure all agencies are notified and cancel NOTAMs as required.

6.5. Quiet Hours. In addition to quiet hours published in the US IFR Supplement, the following procedures apply:

6.5.1. All requests for quiet hours will be forwarded to 439 OSS/OSA not later than three weeks prior to the event. 439 OSS/OSA shall coordinate with the 439 OG/CC and will pass approval information to AMOPS, 439 AW/CP, Scheduling and Tower. AMOPS will prepare and disseminate a NOTAM as appropriate.

6.5.2. Operations Procedures. Actual quiet hour times will be passed by AMOPS to 439 AW/CP and Tower. The Tower will blanket broadcast on all control frequencies 10 minutes prior to and at the beginning of quiet hours using the following phraseology: "QUIET HOURS COMMENCE IN (number) MINUTES/ARE IN EFFECT AT THIS TIME".

6.5.3. Time period and restrictions may vary depending on the type and location of the event requiring quiet hours. Units should check NOTAMs, or the daily advisory sheet published by AMOPS.

6.6. Aircraft Turns on Runway. To preclude abrasions and deterioration of the runway surface, aircraft in the large weight class or heavier will not make 180 turns on the asphalt portions of the runway; all 180 will be made on the first/last 1,000' concrete portion of the runways.

6.7. Exercise Events.

6.7.1. Any agency planning or implementing an exercise which may affect airfield operations or ATC (including all events on the occurring inside the airfield perimeter fence) shall coordinate with the AOM at least 48 hours in advance IAW DAFMAN 13-204v3, *Air Traffic Control*.

6.7.2. Special care should be taken to avoid a conflict between actual air or ground traffic and the exercise scenario. Units participating in exercises shall not use air traffic control frequencies for the exercise.

6.7.3. Exercise planners or participants shall coordinate with AMOPS regarding any exercise scenario that could affect real-world aircraft operations.

6.7.4. Any exercises pertaining to drone activity between 439 SFS and Civil Air Patrol (CAP) shall be IAW with 439 SFS and CAP LOA.

6.8. Releasing Information. Airfield operations personnel shall not release information regarding aircraft incidents, accidents, or operations to unauthorized agencies IAW DAFMAN 13-204v1, *Management of Airfield Operations*. Personnel requesting information shall be referred to 439 AW/PA during normal duty hours and to 439 AW/CP after duty hours.

6.9. Mid-Air Collision Avoidance (MACA).

6.9.1. 439 AW/SE is the primary OPR for MACA.

6.9.2. Due to the complexity and volume of civil, general aviation, military air traffic and paradrop operations in the Pioneer Valley area, it is imperative that all operators be aware of the flight patterns of aircraft operating at or around WARB.

6.10. Airfield Facilities/Equipment and Aerodrome Surface Maintenance.

6.10.1. Any maintenance performed on facilities or equipment which affects ATC shall be coordinated with the ATM.

6.10.2. Any maintenance on other facilities or equipment, or aerodrome surfaces (i.e., repair, resurfacing, painting, etc.) shall be coordinated with the AOM.

6.11. Paradrop Operations.

6.11.1. The Drop Zones (DZ) are located on the WARB Airport northwest of the runway intersection. ([Attachment 2](#))

6.11.2. Drop zones are used for both personnel and equipment drops.

6.11.3. Jump agencies shall ensure AMOPS has current DZ surveys on file.

6.11.4. Procedures for conducting parachute operations at WARB are outlined in the Paradrop Operations LOA. Contact the AOM for a copy of the LOA.

6.11.5. When Beanbag DZ operations are in effect, runway 15/33 operations are suspended until AMOPS can conduct a check. Note: Suspending Runway Operations for DZ does not suspend operations to Runway 05/23, unless specified by AMOPS.

6.12. Primary Slope Area /Alternate Slop Area.

6.12.1. The Primary Slope Area is designated as the grassy area northwest of the runway intersections. [Attachment 2](#)

6.12.2. The Alternate Slope Area is designated as the grassy area southeast of runway 23 and south of the runway intersection. Other areas may be used based on traffic and Tower's discretion. ([Attachment 2](#))

6.13. Dog Patch/ Alternate Dog Patch.

6.13.1. Dog Patch is the cluster of buildings behind Pad 19

6.13.2. Alternate Dog Patch occupies the same area as the 203 Grenade Range, behind the trees northwest of the Drop Zones. [Attachment 2](#)

6.14. Overflight of the Small Arms, Grenade, or Explosive Ordnance Disposal (EOD) Ranges.

6.14.1. The 439 SFS and EOD shall notify Tower and AMOPS when any of the ranges are active (hot). EOD shall specify a blast safe altitude and an expected time window.

6.14.2. The 439 SFS and EOD shall notify Tower and AMOPS when the ranges are inactive (cold).

6.14.3. Tower shall ensure aircraft do not overfly the small arms range when it is active. The minimum lateral safety zone for the small arms range is a 722' radius from the center of the range. The vertical safe distance for the small arms range extends to the top of the Class D airspace. [Attachment 2](#)

6.14.4. Tower shall ensure aircraft do not overfly the grenade range when it is active. The minimum lateral safety zone for the small arms range is a 377' radius from the center of the range. The vertical safe distance for the small arms range extends to 705' AGL. ([Attachment 2](#))

6.14.5. Tower shall broadcast when ranges are active on ATIS, to include but not limited to vertical safe distance of each range.

6.15. The 439 SFS small Unmanned Aerial Systems (sUAS). 439 SFS has been granted permission via installation commander to commence sUAS operations.

6.15.1. A Notice to Airmen (NOTAM) must be issued through the local base operations or NOTAM issuing authority not more than 72 hours in advance, but not less than 24 hours prior to the operation. Urgent need may require short or no-notice flights without NOTAM issuance. Be prepared to provide the following information:

6.15.2. Date, time, duration, and nature of the activity.

6.15.3. Location of operating area, altitude, and range from operating center point.

6.15.4. Contact Tower at DSN 589-2916/3131 or (COMM)413-557-2916/3131, 30 minutes prior to launch, and provide Tower with call sign, operating location (see [Attachment 1](#)), altitude (in feet Above Ground Level), expected start/termination time and telephone number to the sUAS operator and observer.

6.15.5. Request real-time launch authorization with Tower on frequency 134.85. Clearance for launch shall not be obtained via cellphone or land line.

6.15.6. Advise Tower on frequency 134.85 when operations are complete.

6.15.7. Contact Security Forces through the Base Defense Operations Center (BDOC) at DSN 589-3873/COMM 413-557-3873.

6.15.8. Contact the Wing Command Post (CP) at DSN 589-3571/COMM 413-557-3571 for additional situational awareness tracking.

Chapter 7

EMERGENCY PROCEDURES

7.1. Emergency Action Plan. The 439th Airlift Wing Installation Emergency Management Plan (439 AW IEMP) 10-2 provides detailed instructions for all agencies responding to on and off base aircraft accidents. This instruction only contains procedures supplemental to that plan and specific to air traffic or aerodrome operations.

7.2. Aerodrome Closure/Suspension of Runway Operations.

7.2.1. AMOPS is the primary authority for closure and reopening of the aerodrome and suspension/resumption of runway operations as it relates to the condition of the airfield. AMOPS sends appropriate NOTAMs and notifies appropriate agencies as indicated in AM OI 13-204.

7.2.2. The Tower Watch Supervisor can suspend runway operations when there is a reason to believe that a hazard exists on or near the runway. After Watch Supervisor has suspended runway operations, only AMOPS can resume operations.

7.2.3. Each facility supervisor shall utilize applicable facility directives and checklists when closing and/or re-opening a runway.

7.2.4. The AOM shall ensure the procedures in Unified Facilities Criteria (UFC) 3-260-01 and DAFMAN 13-204v2, *Airfield Management*, are followed when re-opening a runway after construction.

7.3. Activation of the Primary Crash Alarm System (PCAS).

7.3.1. Tower is equipped with a SBCA in the Enhanced Terminal Voice Switch (ETVS) console which serves as the PCAS. Tower personnel shall check the PCAS daily within the first 15 minutes of opening. The PCAS will be activated by the Tower for all aircraft emergencies, airfield accidents, or for other events deemed appropriate by the Watch Supervisor/Controller-in-Charge. Such events include, but are not limited to:

7.3.1.1. Emergency or controller bailout/jettison.

7.3.1.2. Hot brakes (actual or suspected).

7.3.1.3. Emergency Power Unit (EPU) activation or suspected hydrazine leak (F-16 only).

7.3.1.4. Emergency civil aircraft landing.

7.3.1.5. Disaster preparedness information (actual or exercise).

7.3.1.6. On-base/off-base aircraft mishap (actual or simulated).

7.3.1.7. Fuel spills.

7.3.1.8. Aircraft in emergency fuel status.

7.3.1.9. Stop Alert (unauthorized landing, movement, or air piracy event).

7.3.1.10. ATC evacuation.

7.3.1.11. Known No Radio (NORDO) aircraft (without chase).

7.3.1.12. Bomb threat.

7.3.1.13. Anytime deemed necessary by the Tower.

7.3.2. The PCAS circuit consists of the following agencies:

7.3.2.1. Tower.

7.3.2.2. AMOPS.

7.3.2.3. 439 CE/CEF.

7.3.3. Response to PCAS: All agencies will respond to PCAS activation IAW their specific unit directives.

7.4. Activation of the Secondary Crash Net (SCN).

7.4.1. AMOPS will activate the SCN circuit immediately after notification through the PCAS and relay information verbatim. Daily checks will normally be conducted between 0800L-0815L.

7.4.2. The SCN circuit consists of the following agencies:

7.4.2.1. 439 AW/CP

7.4.2.2. 439 CE/CEO

7.4.2.3. 439 AW/CC

7.4.2.4. 439 OG/CC

7.4.2.5. 439 MSG/CC

7.4.2.6. Base Defense Operations Center (BDOC)/DoD Police.

7.4.2.7. Alt BDOC/Central Security Control (CSC) (listen only).

7.4.2.8. 439 AW/SE (listen only).

7.4.2.9. Civil Engineering (CE) Readiness (listen only).

7.4.2.10. 439th Mission Support Group, Emergency Management (439 CE/CEX)

7.4.2.11. 439 AW/PA

7.4.2.12. 439th Mission Support Group, Bioenvironmental Engineering (439 MSG/SGPB)

7.4.2.13. 439 CS/CC (listen only).

7.4.2.14. MOC.

7.4.2.15. 439th Operations Squadron, Weather (439 OSS/OSW)

7.4.2.16. EOD

7.4.3. The SCN will only be used to relay information critical to aircraft and airfield operations (e.g., hazardous weather warnings, IFE's, ground emergencies, Flight Protection Condition (FPCON) levels, Incident Command Center activations/recalls, bomb threats or terrorist activities), and exercise inputs. Other forms of communication will be used to relay non-

critical information. In the event the SCN is out of service the direct land-line numbers will be used to contact all required agencies.

7.5. Emergency Response. These procedures are supplemental to those listed in 439AW IEMP 10-2, Installation Emergency Management Plan.

7.5.1. Representatives from the following agencies are authorized to respond to emergencies:

7.5.1.1. 439 CE/CEF.

7.5.1.2. AMOPS.

7.5.1.3. Military or contracted ambulance.

7.5.1.4. Crash Recovery.

7.5.1.5. 439 AW/SE.

7.5.1.6. 439 SFS.

7.5.1.7. 439 AW/CC, any group commander, or their designated representative.

7.5.1.8. EOD.

7.5.2. All response vehicles shall yield the right-of-way to Fire Department vehicles.

7.5.3. Radio communication with the Tower inside the CMA is mandatory IAW [paragraph 3.22.3](#) of this instruction.

7.5.4. Response vehicles shall be positioned in an area that will not impede aircraft movement.

7.6. Responsibilities during Emergencies.

7.6.1. The AC will:

7.6.1.1. Declare an emergency with the controlling agency (Bradley Approach/WARB Tower) as soon as practical.

7.6.1.2. Inform the controlling agency of emergency termination as soon as practical during airborne phases of flight.

7.6.1.3. The Fire Chief/Incident Commander (IC) is the only agency authorized to terminate an emergency on the ground.

7.6.1.4. Since the Fire Chief vehicles are only equipped with VHF radios, UHF only aircraft will maintain contact with Tower throughout the emergency. Tower will relay information between the aircraft and the Fire Chief.

7.6.2. The Tower shall:

7.6.2.1. When advised of an emergency, activate the PCAS and broadcast on all available ATC frequencies that an emergency is in progress. The broadcast shall include any anticipated runway closure time.

7.6.2.2. When an emergency aircraft enters the Class D airspace, this aircraft becomes priority for landing. All other aircraft will be given instructions not to impede the recovery of the emergency aircraft or emergency response vehicles or personnel.

7.6.2.3. Relinquish control of the runway to the Fire Chief as required or as requested.

7.6.2.4. Suspend runway operations when the emergency aircraft lands until the emergency aircraft and response vehicles/personnel have exited the runway and AMOPS has completed a FOD check.

7.6.2.5. Monitor the emergency frequencies.

7.6.2.6. Broadcast on all available frequencies that the emergency has terminated, and the airfield has returned to normal operations.

7.6.3. AMOPS shall:

7.6.3.1. Respond to all emergencies on the aerodrome.

7.6.3.2. Perform a FOD check after any emergency aircraft lands and after termination of a ground emergency.

7.6.3.3. If the runway/aerodrome is closed as a result of the emergency, transmit a NOTAM and coordinate with the OG/CC via the AOM.

7.6.4. The Fire Chief/IC will:

7.6.4.1. Act as the initial IC until arrival of primary (or appointed alternate) IC. Upon taking control of the situation, the IC (if other than the Fire Chief) will advise the Tower.

7.6.4.2. During emergency operations, position fire apparatus at designated locations as determined by the On-scene commander.

7.6.4.3. Maintain fire protection responsibility for the crashed or distressed aircraft and release the aircraft to the IC when appropriate.

7.6.4.4. Keep all firefighting apparatus not required to support the distressed aircraft positioned as to not impede aircraft movement.

7.6.5. 439 CES/EOD personnel will:

7.6.5.1. Respond to aircraft emergencies/accidents as directed by the IC. In the event 439 CES/EOD personnel are not readily available due to higher priority requirements, the IC will take action to obtain personnel to perform de-arm operations.

7.6.5.2. De-arm/remove hazardous explosive items before the aircraft is released to the investigation team or removed from the runway.

7.6.6. The Crash Recovery Crew will respond to the runway to expeditiously remove disabled aircraft at the direction of the IC.

7.7. Emergency Bailout/External Stores Jettison Procedures.

7.7.1. If emergency bailout/external stores jettison is required, aircrew should ensure stores and/or aircraft impact in an uninhabited area.

7.7.2. When stores are jettisoned, the pilot will report the location of the stores to CASINO ROYALE.

7.8. Controlled Bailout Procedures. Time permitting, aircrew planning a controlled bailout shall contact CASINO ROYALE (252.1 MHz). The primary bailout area is heading 040 degrees from WARB between 15 and 30 DME. Tower shall, to the best of their ability using visual references and the Tower Display Workstation (TDW), determine the location of the downed

aircraft, plot those coordinates on the crash grid map or suitable chart, and relay the information via the PCAS.

7.9. Controlled External Stores/Cargo Jettison Procedures. The primary external stores jettison area is the drop zone(s) (an area approximately 5000' x 900' adjacent to Runway 15/33). This area will only be used in VMC conditions. If weather precludes jettison of external stores in visual conditions, pilots will contact Bradley Approach Control on 325.8 for alternate instructions.

7.10. Fuel Dump Procedures. Except as necessary to maintain aircraft control, 439 AW aircrews will obtain 439 OG/CC permission to jettison fuel.

7.10.1. After obtaining permission, the aircraft will proceed to the PSM 140/014 and establish themselves in a holding pattern. Fuel should be jettisoned above Flight Level (FL) 200 and the crew will record time, position, winds, and outside air temperature at the time of jettison.

7.10.2. Should an emergency preclude the use of the above procedure, aircrews must use good judgment and record the time, position, and amount of fuel jettisoned and report the information to 439 AW/SE after landing.

7.11. Hot Brake Procedures. A hot brake condition is a suspect, potential, or actual hazardous situations, attributed to overheating of the wheel brake systems.

7.11.1. A hot brake condition will be treated as an aircraft ground emergency and the PCAS will be activated.

7.11.2. Aircrew or ground personnel will immediately notify Tower/Ground Control of a hot brake condition providing call sign, location, and aircraft tail number. The aircrew will taxi the aircraft as instructed to the designated areas at either end of the runway ([Attachment 2](#)), taxiway November may be used as an alternate check point location. Engines will not be shut down until firefighting equipment is in place.

7.11.3. When a hot brake condition is verified, all non-essential personnel will evacuate the area within 300' of the aircraft.

7.12. F-16 EPU/Hydrazine Procedures. The F-16 EPU uses a highly toxic fuel called hydrazine (H-70). If the EPU is activated, a check must be made to ensure there is no hydrazine leak.

7.12.1. When the EPU is used or a hydrazine leak is suspected, the aircraft must be isolated until a safety check can be made by ARFF to determine if there has been an actual leak.

7.12.2. The designated hydrazine inspection area is collocated with the primary hot brake area at either end of the runway ([Attachment 2](#)). If it is not feasible to taxi the aircraft to the hydrazine inspection area, the aircrew will attempt to clear the runway and main taxi routes.

7.12.3. The aircrew or ground personnel will immediately notify Tower/Ground Control of an EPU activation and/or a hydrazine leak. The Tower will activate the PCAS.

7.13. Emergency Landing of Civil Aircraft at WARB. Civil aircraft making an emergency landing other than suspected involvement in air piracy at WARB will be processed IAW AFI 10-1001 and AFI 10-1002. Civil aircraft will be handled using procedures defined in the WARB Joint Use Agreement or the 439 AW IEMP 10-2.

7.14. Hazardous Cargo. AMOPS and Transient Alert are responsible for ensuring the following:

7.14.1. Aircraft will be parked, loaded, and unloaded in the designated hazardous cargo (Hot Spot) area ([Attachment 2](#)).

7.14.2. The following procedures will be implemented upon notification of inbound aircraft with hazardous cargo aboard:

7.14.2.1. Tower. If the aircraft declares an emergency, activate the PCAS relaying all pertinent information: call sign, type aircraft, ETA, cargo onboard, explosive division and class number, and net explosive weight, if known. The Tower will relay any hazardous cargo information updates to AMOPS.

7.14.2.2. AMOPS personnel shall:

7.14.2.2.1. Notify the following agencies/units, giving aircraft call sign, ETA or departure time, type cargo, class number, and net explosive weight:

7.14.2.2.1.1. 439 AW/CP.

7.14.2.2.1.2. Tower.

7.14.2.2.1.3. 439 CE/CEF Communications Center.

7.14.2.2.1.4. Transient Alert.

7.14.2.2.1.5. 439 MSG/SGPB.

7.14.2.2.1.6. 439 CE/CEX.

7.14.2.2.1.7. 439 SFS.

7.14.2.2.1.8. 439 AW/SE.

7.14.2.2.1.9. ATOC.

7.14.2.2.2. Notify the 439 AW/CC via 439 AW/CP if any aircraft carrying hazardous material has landed without notification or if the Tower was not notified in accordance with AFMAN 24-604, *Preparing Hazardous Materials for Military Air Shipments*, so that actions required by the same instruction may be accomplished.

7.14.2.2.3. Relay any emergency information to the Fire Station Communication Center.

7.14.2.2.4. Ensure when the Domestic Event Network (DEN) is notified of a missing or overdue aircraft, the nature of any hazardous cargo on board is included in the notification.

7.14.2.2.4.1. When DEN is notified of base assigned aircraft, included Wing/CC and JA/legal office notification via 439 OG/CC.

7.14.2.3. Transient Alert personnel will ensure the aircraft is directed to and parked in the hazardous cargo area.

7.15. Emergency Locator Transmitter (ELT) Procedures.

7.15.1. The reception of an ELT signal by the Tower or any agency will be treated as a possible aircraft accident/pilot ejection and will be handled accordingly except the Tower will not activate the PCAS. Note: ELT signals received during the first five minutes of the hour and lasting no more than three audio sweeps will be considered tests and no action is required.

7.15.2. When an ELT signal is received or reported, the Tower will immediately notify AMOPS and Y90 Terminal Radar Approach Control (TRACON).

7.15.3. AMOPS will coordinate with the agencies listed in their Quick Reference Checklist to locate and determine the source of the ELT signal and will advise the Tower of any results.

7.16. Air Evac Notification and Response Procedures. AMOPS is designated as the single base agency for relaying information on arriving/departing aeromedical aircraft. Tower will notify AMOPS of any inbound Air Evac aircraft requesting to land on the installation except for aircraft landing at Westover Metropolitan Airport. AMOPS will disperse applicable information to the following base agencies:

7.16.1. 439 CE/CEF.

7.16.2. 439 SFS.

7.16.3. Transient Alert.

7.16.4. MOC.

7.17. Hot Gun/Hung Ordnance. Pad 23 is designated as the Hot Gun/Hung Ordnance clearing area. All aircraft with forward firing ordnance will be parked on the North Ramp with the nose of the aircraft on a heading of 050 degrees. Aircraft arriving with a hot-gun or hung ordnance will notify both Bradley Approach Control and WARB Tower as soon as possible and use the following procedures:

7.17.1. Landing Runway 05:

7.17.1.1. Upon landing, the aircraft will continue on runway to Pad 23.

7.17.1.2. When parking, the aircraft will establish a heading of 050 degrees before engine shutdown.

7.17.1.3. Hung ordnance removal and gun clearing will be performed IAW established procedures.

7.17.2. Landing Runway 23:

7.17.2.1. Upon landing, the aircraft will execute 180 degrees turn to the left and taxi down the runway to Pad 23.

7.17.2.2. When parking, the aircraft will establish a heading of 050 degrees before engine shutdown.

7.17.2.3. Hung ordnance removal and gun clearing will be performed IAW established procedures.

7.18. Evacuation of Airfield Operations/Weather Facilities. The alternate AMOPS facility is Hangar 5. All mission systems are available at Hangar 5 except for Pilot-to-Dispatch frequency. If the Tower is also evacuated (see [paragraph 3.28.2](#)), the airport will be uncontrolled, therefore no additional alternate facilities are required for AMOPS. The alternate location for Weather personnel is Building 7073, Room 108.

7.19. Aircraft Lost Communications Procedures/Receiver only Acknowledgement. If communication is lost with ATC, aircrew will squawk NORDO (7600). ATC facilities shall apply the procedures IAW FAA JO 7110.65 and any applicable regulations.

Chapter 8

AIRFIELD OPERATIONS BOARD

8.1. Airfield Operations Board (AOB). The AOB is a forum to discuss and brief issues such as airspace, ATC procedures, RAWS, airfield construction and lighting, HATRs, airfield environment, UEI observations and other issues pertinent to the local ATC and flying environment. This board is vital in sustaining flying operations at WARB.

8.2. General. The WARB AOB shall be conducted IAW AFMAN 13-204v1, *Management of Airfield Operations*. The purpose of the board is to propose and coordinate new or revised procedures, techniques, equipment, or facilities for the airfield or air traffic operations. The board will review and act on Management Internal Control Set (MICT) observations and recommendations.

8.2.1. The AOB will convene at least once every quarter and will be chaired by the 439 AW/CV or designated representative.

8.2.2. The board chairman will appoint board members to include representation from flying organizations, ATC, communications units, AMOPS, 439 MSG/BCE, appropriate civilian, and FAA facilities.

8.2.3. The board's success is based on the ability to discuss the issues and take decisive action. Individuals attending this board must have the authority to commit their squadrons/sections to action. Therefore, the following personnel or designated representative, are identified as mandatory members:

8.2.3.1. Board Chairman, 439th Airlift Wing, Vice Commander (439 AW/CV)

8.2.3.2. Operations Group Commager (OG/CC)

8.2.3.3. 439th Mission Support Group Commander (439 MSG/CC)

8.2.3.4. 439 Air Wing Safety Officer. (439 AW/SE)

8.2.3.5. 439th Operations Group Standardization and Evaluation Officer.

8.2.3.6. 337th Airlift Squadron Commander.

8.2.3.7. 439th Operations Support Squadron Commander.

8.2.3.7.1. Airfield Operations Manager (AOM) (Creates agenda, briefs, and takes minutes).

8.2.3.7.2. Chief, Weather Services.

8.2.3.7.3. Air Traffic Manager (ATM).

8.2.3.7.4. Airfield Manager (AFM).

8.2.3.7.5. Assistant Airfield Manager (AAFM).

8.2.3.7.6. Terminal Instrument Procedures (TERPS).

8.2.3.7.7. Radar Airfield Weather Systems (RAWS) Maintenance.

8.2.3.8. 439th Civil Engineering Squadron.

- 8.2.3.8.1. Base Civil Engineer (BCE).
- 8.2.3.8.2. Pavements Engineer.
- 8.2.3.8.3. Airfield Lighting.
- 8.2.3.8.4. Environmental Office.
- 8.2.3.8.5. Vegetation Control Office.
- 8.2.3.8.6. Community Planner (Airfield Waiver OPR).
- 8.2.3.9. 439th Communications Squadron Commander.
 - 8.2.3.9.1. Plans and Programs.
 - 8.2.3.9.2. Telephone Maintenance.
 - 8.2.3.9.3. RF Transmission Systems Maintenance.
- 8.2.3.10. Superintendent, 439 AW/CP.
- 8.2.3.11. FAA, Yankee (Terminal Approach Control) TRACON.
- 8.2.3.12. Director Civil Aircraft Operations, Westover Metropolitan Airport.
- 8.2.3.13. Adjacent air traffic control facilities, USDA, Transient Alert, 439 SFS and other interested agencies are encouraged to attend.

8.3. Agenda Items Requiring Quarterly Brief. The following items will be briefed each quarter IAW AFMAN 13-204v1, *Management of Airfield Operations*:

- 8.3.1. Airspace (terminal, enroute, and special use airspace)
- 8.3.2. ATC/Flying Procedures (new, revised, rescinded, and seldom used).
- 8.3.3. Military, FAA, or Host Nation concerns.
- 8.3.4. Airfield Operations Flight (AOF Staff, AM, ATC, WX and RAWS) Staffing.
- 8.3.5. Flight Inspection Schedule, RAWS Equipment Findings, status, and upgrades.
- 8.3.6. Airfield Environment: Review airfield activities, status of construction projects, number and status of permanent/temporary airfield waivers, and the status of deteriorating airfield/runway conditions.
- 8.3.7. Hazards to Air Traffic Report (HATRs)
- 8.3.8. Status of Airfield Driving Training Program.
- 8.3.9. Runway intrusions/Controlled Movement Area Violations (CMAVs)

8.4. Agenda Items Requiring Annual Brief. The following items will be reviewed annually and briefed at the next AOB in accordance with AFMAN 13-204v1 *Management of Airfield Operations*:

- 8.4.1. Letter of Procedure (LOP) Review.
 - 8.4.1.1. Base Airfield Operations Instructions, reviewed in September.
 - 8.4.1.2. Airfield Driving Instruction, reviewed in February.

8.4.1.3. Letters of Agreement, reviewed in May.

8.4.1.4. Operation Letters, reviewed in June.

8.4.1.5. Operations Plan (OPLAN) Taskings, reviewed in July.

8.4.2. Terminal Instrument Procedures, reviewed in January.

8.4.3. Air Installation Compatible Use Zone (AICUZ), reviewed in August.

8.4.4. Results of annual Self-Inspection and any applicable Special Interest Items, briefed at the second quarter AOB (July).

8.4.5. Results of the Annual Airfield Certification/Safety Inspection, briefed at the fourth quarter AOB (January).

8.4.6. Aircraft Parking Plan, reviewed in April.

8.4.7. Status of existing airfield waivers and corrective action plans, briefed at all AOBs.

8.5. Distribution of Minutes. The board will meet in accordance with AFMAN 13-204v1, *Management of Airfield Operations*. The AOM will be responsible for publishing and distributing the board minutes within 20 working days following the board.

Chapter 9

INSPECTIONS

9.1. Commander's Compliance Inspection Program (CCIP) and Airfield Operations Compliance Verification (AO-CV). 439/OSS/OSA Units will complete the MICT checklists IAW with the wing's suspense for these two programs. See 439 OSS MICT CCIP Business Rules for guidance.

9.2. Self-Inspection. AO sections will conduct self-inspections using the MICT checklists starting in January and will brief the 439 OG/CC monthly until the wing suspense are met.

9.3. Other Tasked Agencies. 439 AW/SE and 439 MSG/BCE also play a role in evaluations. These functional areas shall complete their MICT self- inspections as appropriate.

GREGORY D. BUCHANAN, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

FAA Advisory Circular 150/5210-5D, *Painting, Marking, and Lighting of Vehicles Used on an Airport*, 01 April 2010

FAA Joint Order 7110.65, *Air Traffic Control*,

FAA Joint Order 7400.9, *Airspace Designations and Reporting Points*

FAA Joint Order 7610.4, *Special Operations (FOUO)*

FAA Joint Order 6950.2, *Electrical Power Policy Implementation at National Airspace System Facilities*

32 CFR 855, *Civil Aircraft Use of USAF Airfields*, 20 July 1995

AFI 10-1001, *Civil Aircraft Landing Permits*, 23 Aug 2018

AFI 10-1002, *Agreements for Civil Aircraft Use of Air Force Airfields*, 8 Aug 2018

AFI 13-207, *Preventing and Resisting Aircraft Piracy (Hijacking) (FOUO)*, 05 February 2019

AFMAN 24-604, *Preparing Hazardous Materials for Military Air Shipments*, 9 October 2020

AFMAN 11-202v3, *Flight Operations*, 10 Jan 2022

AFMAN 13-204v1, *Management of Airfield Operations*, 15 April 2024

AFMAN 15-111, *Surface Weather Observations*, 12 March 2019

AFMAN 15-129 *Air and Space Weather Operations*, 07 September 2023

AFMAN 24-306, *Operation of Air Force Government Motor Vehicles*, 30 July 2020

AFPD 10-1002, *Joint Use of Military and Civilian Flying Facilities*, 10 July 2018

AFPD 13-2, *Air Traffic Control, Airspace, Airfield, and Range Management*, 03 January 2019

DAFI 13-213, *Airfield Driving*, 4 February 2020

DAFMAN 13-213 *WARB Supplement*, 25 October 2024

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

DAFMAN 13-204v3, *Air Traffic Control*, 26 April 2024

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

DAFMAN 91-202, *The US Air Force Mishap Prevention Program*, 10 April 2024

DAFMAN 91-223, *Aviation Safety Investigations and Reports*, 20 September 2022

T.O. 36-1-191, *Technical and Managerial Reference for Motor Vehicle Maintenance*

UFC 3-260-01, *Airfield and Heliport Planning and Design*

439AW IDP 31-101, *Integrated Defense Plan*, 1 Nov 2023

439AWI 91-212, *Bird/Wildlife Aircraft Strike Hazard Program*, 17 September 2019

439 AW IEMP 10-2, *Installation Emergency Management Plan*
439 AW WARB Snow Plan
439MOI 21-116, *Towing and Hangaring of Aircraft*
439MOI 21-127, *Aircraft Parking Plan*
439th *Airlift Wing Mowing Plan*
439 OSAT OI 13-204, *Tower Operations, 22 July 2024*
439th *Security Forces and Civil Air Patrol Exercise LOA, 1 February 2025*
Yankee TRACON/WARB Air Traffic Control Tower LOA, 30 September 2024
Integrated Natural Resources Management Plan
Paradrop Operations LOA WARB Joint Use Agreement, 18 February 2015

Adopted Forms

439AW Form 60, *Airfield Evaluation*
AF Form 483, *Certificate of Competency*
AF Form 651, *Hazardous Air Traffic Report (HATR)*
AF Form 3616, *Daily Record of Facility Operations*
DAF Form 457, *USAF Hazard Report*
DD Form 1801, *International Flight Plan, DoD*
DD Form 2402, *Civil Aircraft Hold Harmless Agreement*

Abbreviations and Acronyms

AAFM—Assistant Airfield Manager
AC—Aircraft Commander
ADPM—Airfield Driving Program Manager
AFB—Air Force Base
AFI—Air Force Instruction
AFM—Airfield Manager
AFPD—Air Force Policy Directive
AFRC—Air Force Reserve Command
AFRIMS—Air Force Records Information Management System
AGL—Above Ground Level
AHAS—Avian Hazard Advisory System
AICUZ—Air Installation Compatibility Use Zone
AIS-R—Aeronautical Information System Replacement

ALSF—Approach Lights with Sequenced Flashing Lights
AMOPS—Airfield Management Operations
AOB—Airfield Operations Board
AOM—Airfield Operations Manager
ARB—Air Reserve Base
ARFF—Aircraft Rescue and Fire Fighting
ARP—Airport Reference Point
ARTCC—Air Route Traffic Control Center
ASRR—Airfield Suitability Restrictions Report
ATC—Air Traffic Control
RAWS—Air Traffic Control and Landing Systems
ATIS—Automatic Terminal Information Service
ATM—Air Traffic Manager
ATOC—Air Transportation Operations Center
BAM—Bird Avoidance Model
BASH—Bird/Wildlife Aircraft Strike Hazard
BCE—Base Civil Engineering
BDOC—Base Defense Operations Center
BWC—Bird Watch Condition
CAP—Civil Air Patrol
CCIP—Commander’s Compliance Inspection Program
CDT—Controlled Departure Time
CE—Civil Engineering
CEF—Three letter International Civil Aviation Organization identifier for Westover Air Reserve Base
CFR—Code of Federal Regulations
CMA—Controlled Movement Area
CMAV—Controlled Movement Area Violation
COMSEC—Communications Security
CP—Command Post
CSC—Central Security Control
DLT—Desired Lead Time
DME—Distance Measuring Equipment

DoD—Department of Defense
DV—Distinguished Visitor
DZ—Drop Zone
ECC—Emergency Communications Center
ELT—Emergency Locator Transmitter
EOD—Explosive Ordnance Disposal
EPU—Emergency Power Unit
ETA—Estimated Time of Arrival
ETVS—Enhanced Terminal Voice Switch
FAA—Federal Aviation Administration
FARP—Forward Arming Refueling Point
FDS—Flight Data System
FL (three—digit altitude)—Flight Level
FLIP—Flight Information Publication
FM—Frequency Modulation
FMQ-19—Fixed Meteorological Equipment-19
FOD—Foreign Object Debris or Foreign Object Damage
FPCON—Flight Protection Condition
GP—General Planning
HATR—Hazardous Air Traffic Report
HIRL—High Intensity Runway Lights
IAW—In Accordance With
IC—Incident Commander
ICAO—International Civil Aviation Organization
IEMP—Installation Emergency Management Plan
IFE—In-Flight Emergency
IFR—Instrument Flight Rules
IFM—Integrated Flight Manager
ILS—Instrument Landing System
IMT—Information Management Tool
ISO—Isochronal Inspection
JET—Joint Environmental Toolkit

LMR—Land Mobile Radio
LOA—Letter of Agreement
LOP—Letter of Procedure
LZC—Landing Zone Controller
LZSO—Landing Zone Safety Officer
MACA—Mid-Air Collision Avoidance
MAG—Magnetic (in reference to compass bearing or heading)
MAJCOM—Major Command
MARSA—Military Authority Assumes Responsibility for Separation of Aircraft
METAR—Aviation Routine Weather Report
METRO—Meteorological Service
MHz—Megahertz
MICT—Management Internal Control Set
MOC—Maintenance Operations Center
MOI—Maintenance Operating Instruction
MSL—Mean Sea Level
MSG/CC—Mission Support Group Commander
NAVAID—Navigational Aid
NM—Nautical Mile
NORDO—No Radio
NOTAM—Notice to Airmen
NVD—Night Vision Devices
OG/CC—Operations Group Commander
OI—Operating Instruction
OPLAN—Operations Plan
OPR—Office of Primary Responsibility
OPSUP—Operations Supervisor
PAPI—Precision Approach Path Indicator
PCAS—Primary Crash Alarm System
PCN—Pavement Classification Numbers
PIREP—Pilot Report
PMI—Preventative Maintenance Inspection

PMSV—Pilot to Metro Service
POV—Privately Owned Vehicle
PPR—Prior Permission Required
RAWS—Radar Airfield Weather Systems Maintenance
RCR—Runway Condition Reading
RDS—Records Disposition Schedule
RI—Runway Incursion
RPM—Real Property Maintenance
RSC—Runway Surface Condition
RSI—Remote Status Indicator
RVR—Runway Visual Range
SBCA—Single Button Crash Alarm
SCN—Secondary Crash Net
SE—Wing Safety
SFO—Simulated Flame Out approach
SFS—Security Forces Squadron
SM—Statute Miles
SOF—Supervisor of Flying
SPECI—Aviation Selected Special Weather Report
SS-ILS—Solid State Instrument Landing System
sUAS—small unmanned aerial systems
TACAN—Tactical Air Navigation Aid
TAF—Terminal Aerodrome Forecast
TDW—Tower Display Workstation (tower radar display)
TERPS—Terminal Instrument Procedures
TRACON—Terminal Radar Approach Control
UEI—Unit Effectiveness Inspection
UFC—Unified Facilities Criteria
UHF—Ultra High Frequency
USAF—United States Air Force
USDA—US Department of Agriculture
VFR—Visual Flight Rules

VGSI—Visual Glideslope Indicator

VHF—Very High Frequency

VIP—Very Important Person

VMC—Visual Meteorological Conditions

WARB—Westover Air Reserve Base

Terms

CASINO ROYALE—Radio call sign for Westover Command Post

Office Symbols

439 AW/CC—439th Airlift Wing Commander

439 AW/CV—439th Airlift Wing Vice Commander

439 AW/SE—439th Airlift Wing Safety

439 AW/CP—439th Airlift Wing Command Post

439 OG/CC—439th Operations Group Commander

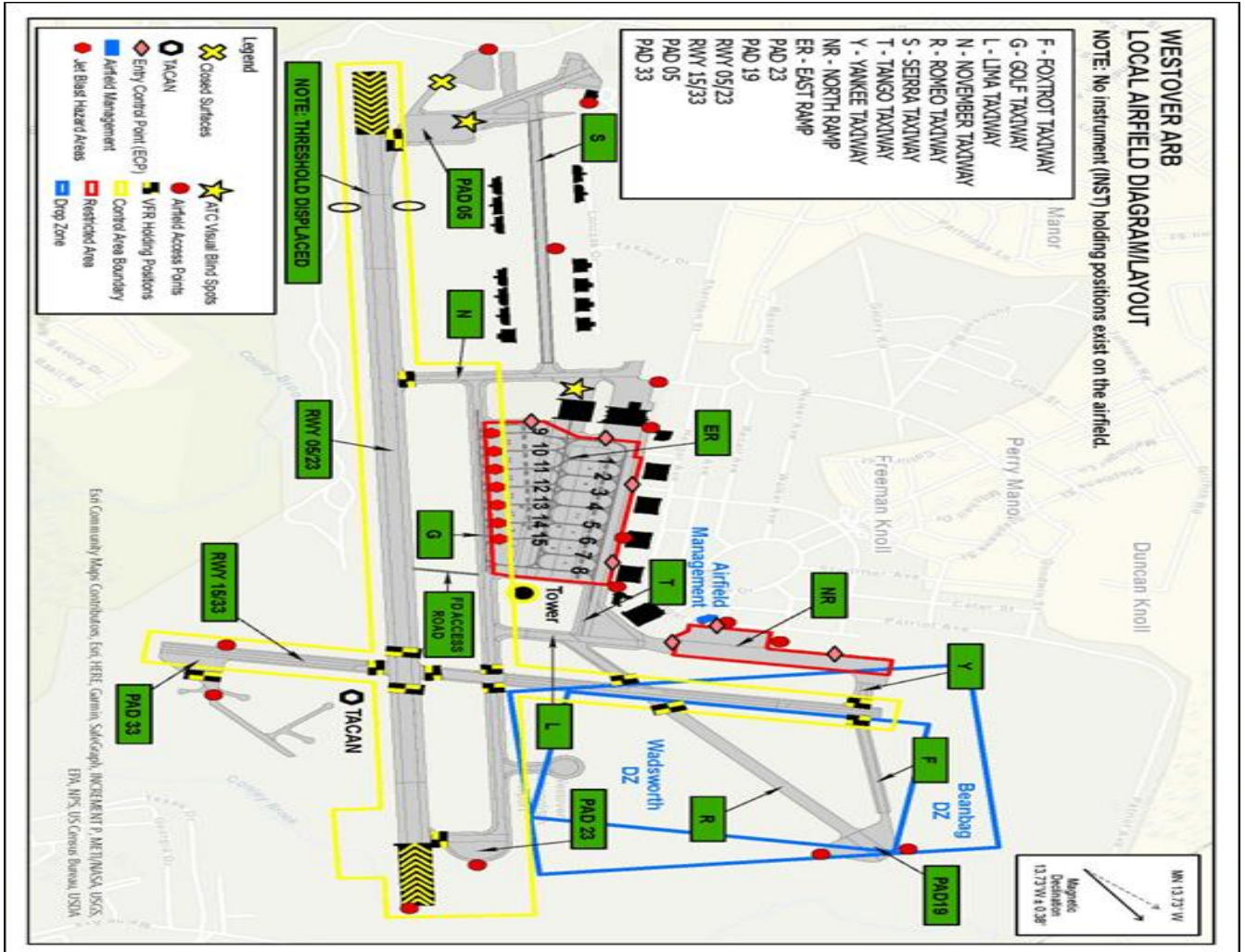
439 OSS/OSA—439th Operations Group Airfield Operations

439OSS/OSAT—439th Operations Group Air Traffic Control Tower

Attachment 2

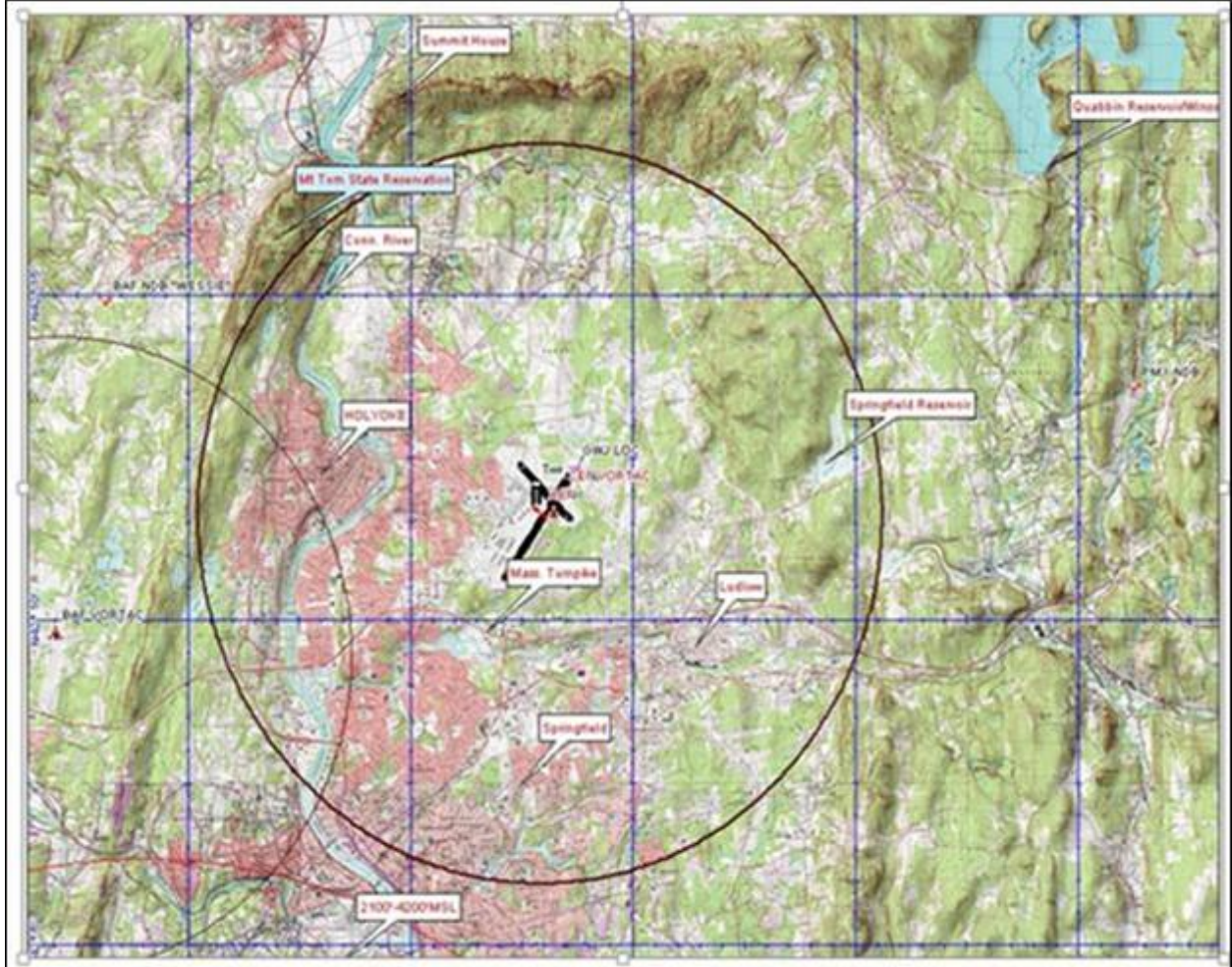
WARB AIRFIELD DIAGRAM

Figure A2.1. WARB AIRFIELD DIAGRAM.



Attachment 3
WARB CLASS D AIRSPACE

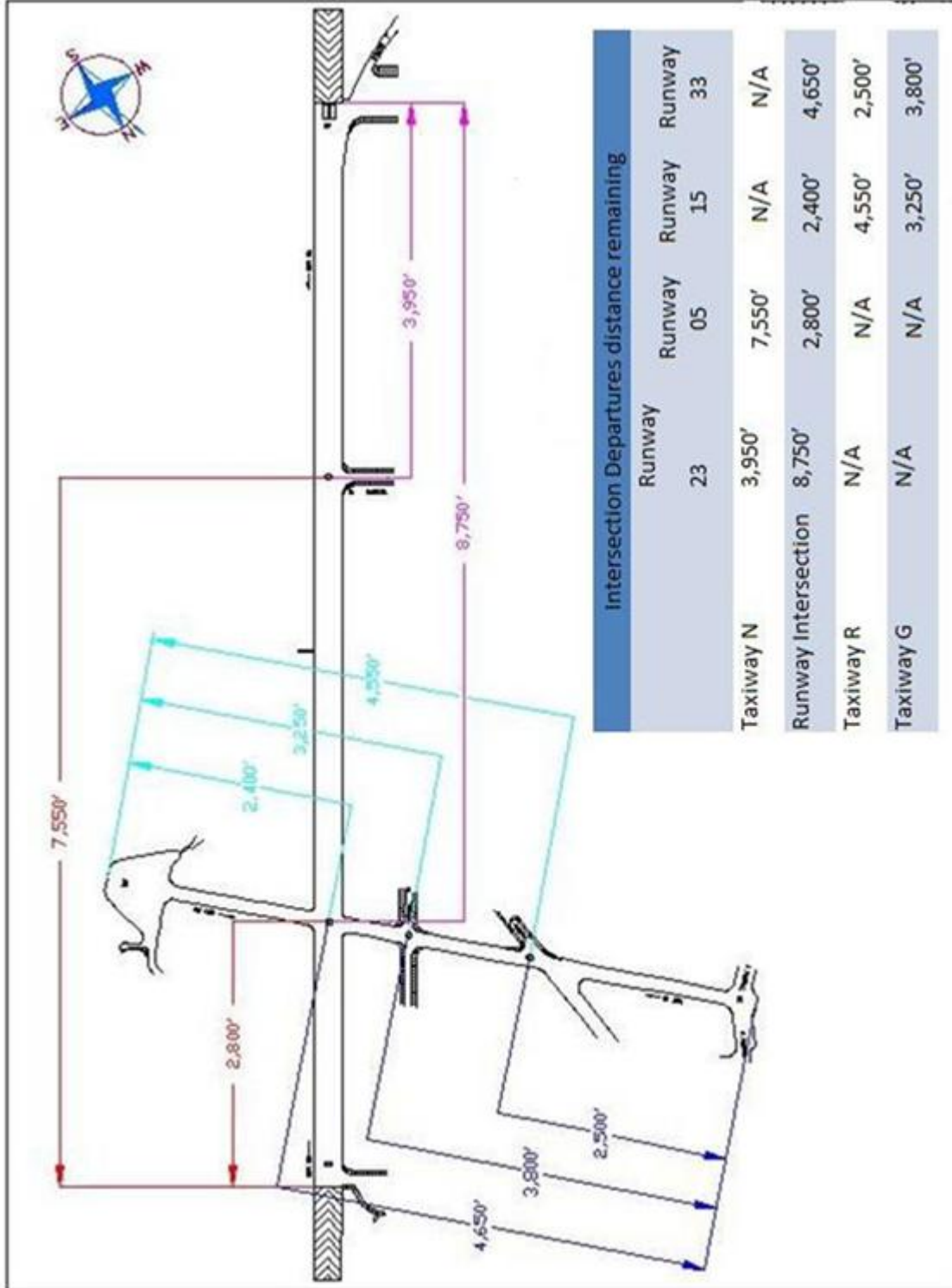
Figure A3.1. WARB CLASS D AIRSPACE.



Attachment 4

INTERSECTION DEPARTURE DISTANCES

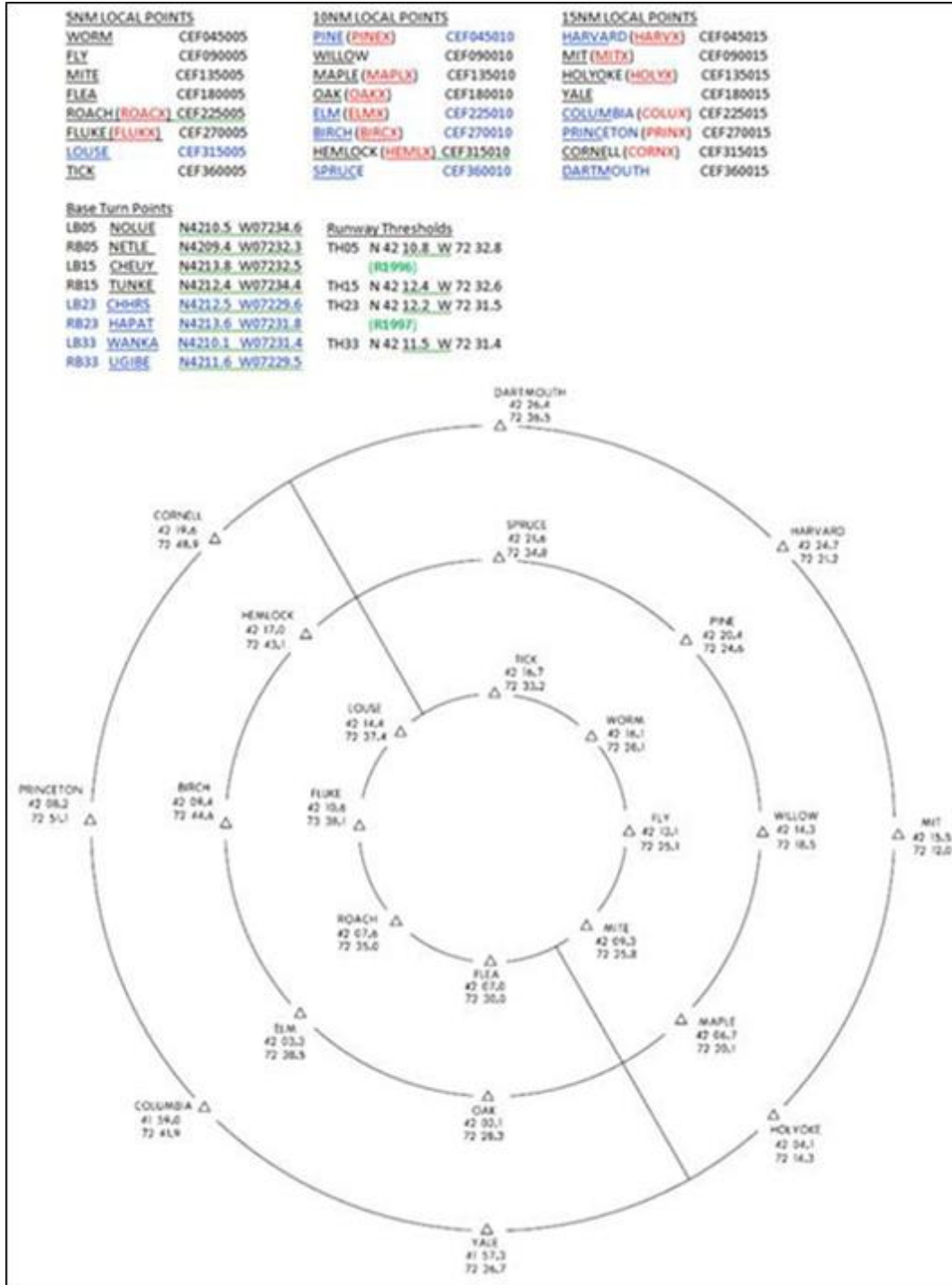
Figure A4.1. INTERSECTION DEPARTURE DISTANCES.



Attachment 5

TACTICAL REPORTING POINTS

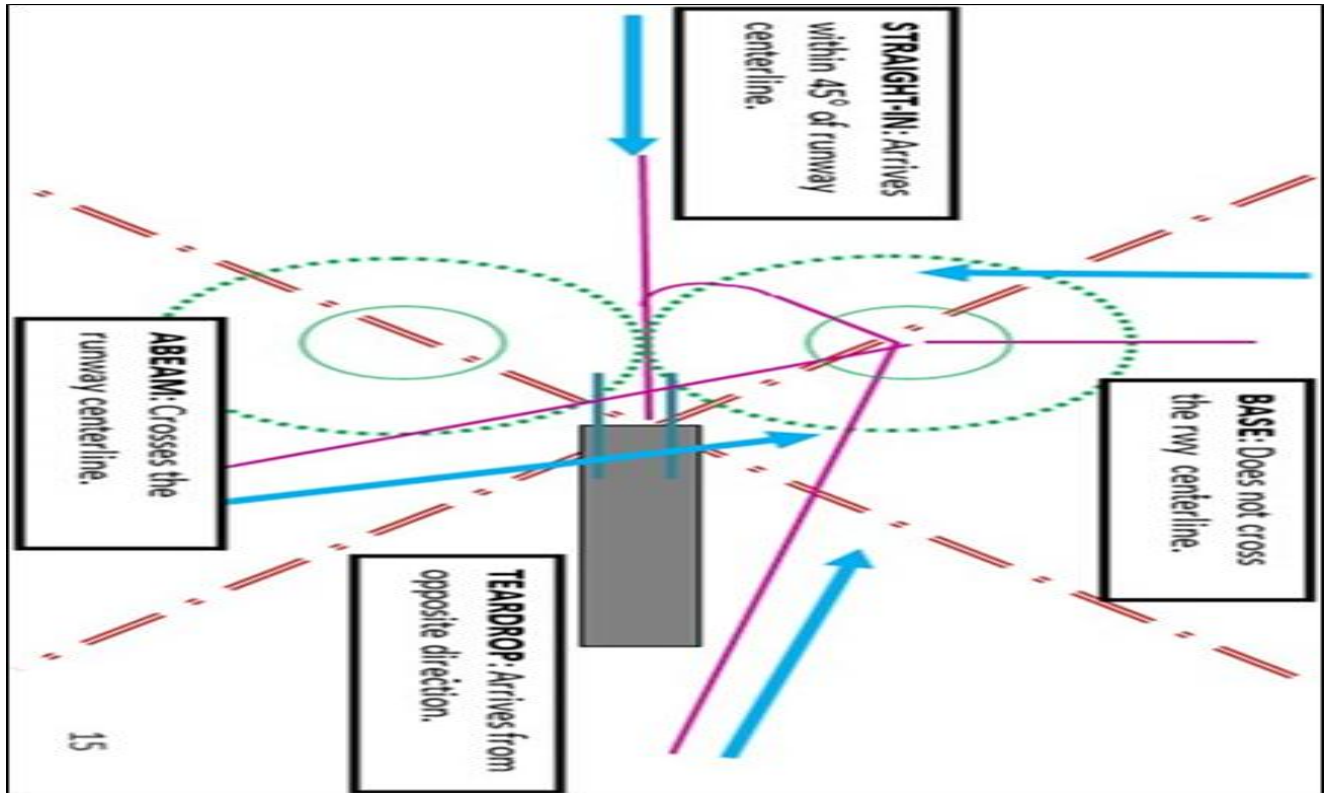
Figure A5.1. TACTICAL REPORTING POINTS.



Attachment 6

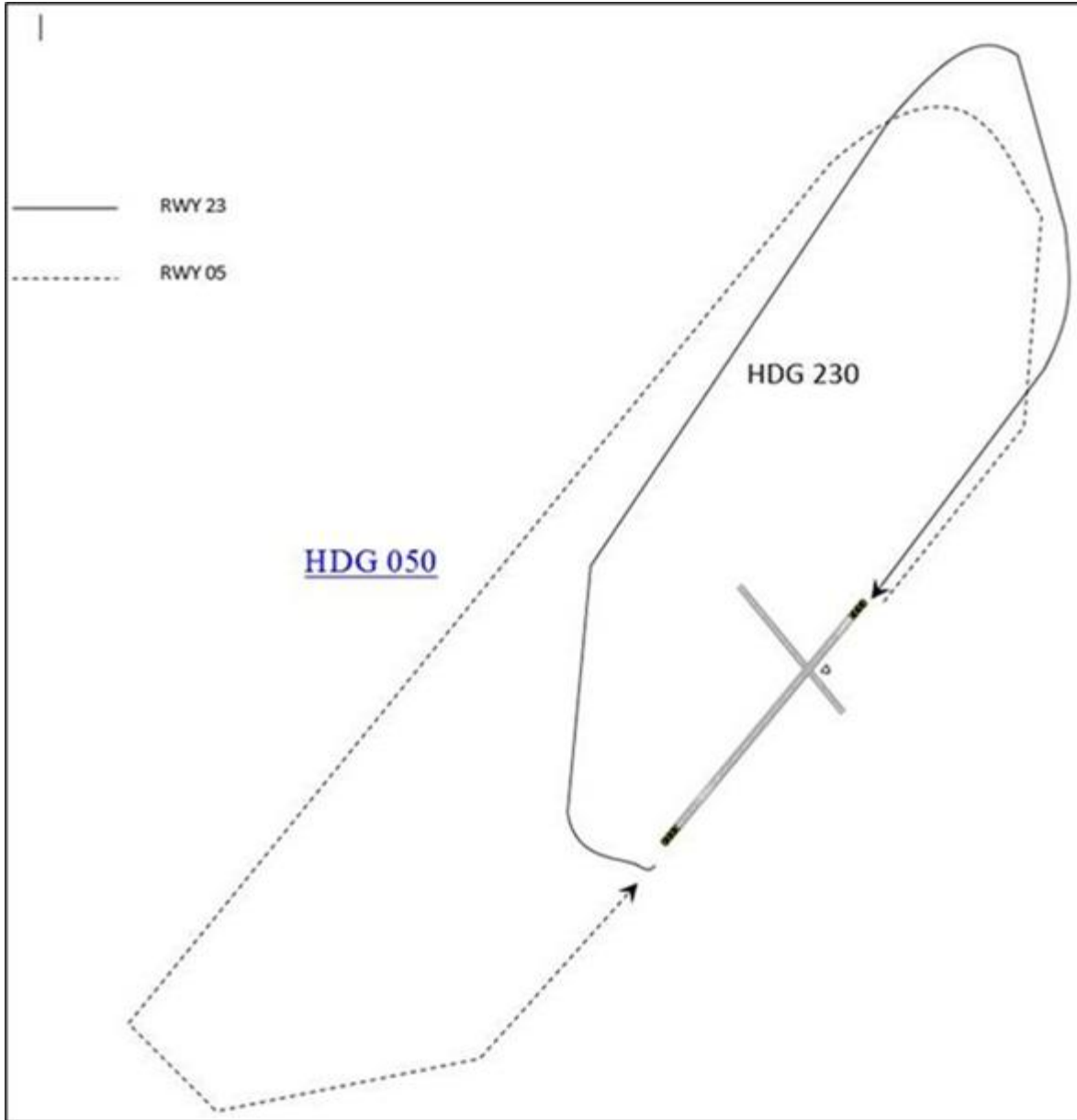
FINAL ROUTING RELATIVE TO THE RUNWAY FOR TACTICAL APPROACHES

Figure A6.1. Final Routing Relative to the Runway for Tactical Approaches.



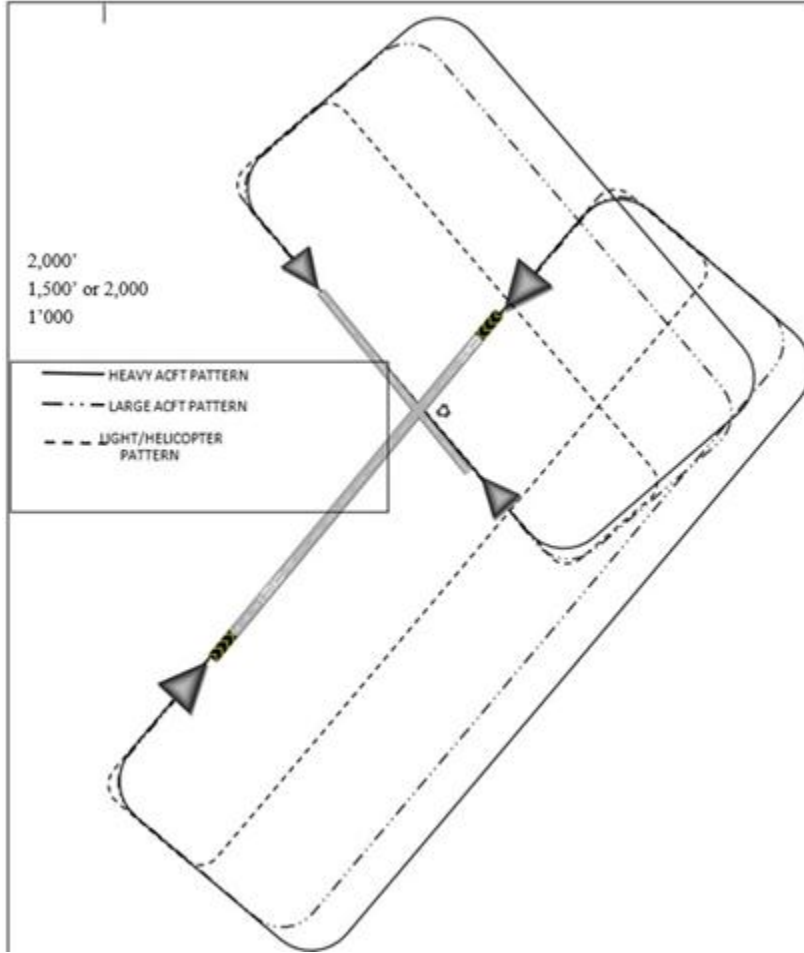
Attachment 8
RADAR PATTERN

Figure A8.1. RADAR PATTERN.



Attachment 9
VFR PATTERN DIAGRAM

Figure A9.1. VFR PATTERN DIAGRAM.



Attachment 10

439 SFS SUAS OPERATIONS MAP

Figure A10.1. sUAS Operations Maps.

