

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

**439TH AIRLIFT WING INSTRUCTION
21-106**



13 AUGUST 2026

Maintenance

FOREIGN OBJECT DAMAGE (FOD)

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publication and forms are available for downloading or ordering on the e-Publishing website at www.e-Publishing.af.mil

RELEASABILITY: There are no releasability restrictions on this publication

OPR: 439MXG/MXQ

Certified by: 439MXG/CC
(Colonel Jordan E. Murphy)

Supersedes: 439AWI21-106, 18 October 2019

Pages: 5

This instruction implements Department of the Air Force Policy Directive (DAFPD) 21-1, *Maintenance of Military Materiel*, 21 February 2024; Department of the Air Force Instruction (DAFI) 21-101, *Aircraft and Equipment Maintenance Management*, 20 December 2023 and DAFI21-101_AFRCSUP, *Aircraft and Equipment Maintenance Management*, 30 October 2024. It outlines the responsibilities and procedures for implementing an effective Foreign Object Damage (FOD) prevention program. It applies to all Westover ARB personnel working on, around, or traveling through areas near aircraft, munitions, Aerospace Ground Equipment (AGE), engines, or components thereof. Ensure that all records created because of processes prescribed in this publication are maintained in accordance with Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, 23 March 2020, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF 847, Recommendation for Change of Publication; route DAF 847 to 439 MXG/MXQ, 350 Hangar Avenue, Box 21, Westover Air Reserve Base (WARB), MA 01022-1771.

SUMMARY OF CHANGES

This document has been revised to reflect clerical changes with document identification, example: Air Force Manual (AFMAN) to Department of the Air Force Manual (DAFMAN) or superseded Air Force Instructions. All other guidance remains unchanged and is certified current.

1. Responsibilities/Procedures.

1.1. The Airfield Manager (439 OSS/OSA) will:

- 1.1.1. Conduct daily runway and taxiway checks.
- 1.1.2. Coordinate with the Wing FOD monitor on all airfield project(s) having the potential to impact the FOD prevention program.
- 1.1.3. Ensure weekly airfield sweeping is performed in accordance with 439 AWI 13-201, *Airfield Operations*.

1.2. The 439th Maintenance Group (439 MXG) FOD monitor will:

- 1.2.1. Provide a FOD awareness briefing to be presented at the Wing newcomers briefing.
- 1.2.2. Assist the 439th Airlift Wing, Deputy Commander (439 AW/CD) in convening and co-chairing a monthly FOD prevention and awareness meeting if the major command (MAJCOM) established FOD standard is exceeded. The topics covered in the meeting will include:
 - 1.2.2.1. WARB FOD incidents since the last meeting.
 - 1.2.2.2. Cross-tell information.
 - 1.2.2.3. Sweeper schedules and status.
 - 1.2.2.4. Ongoing base projects that may impact the FOD program.
 - 1.2.2.5. Lost tool/object reports.
 - 1.2.2.6. Aircraft Dropped Object Prevention Program.
- 1.2.3. Participate in the investigation of FOD mishaps to determine root causes and preventative measures.
- 1.2.4. Ensure 439th Maintenance Group, Quality Assurance (439 MXG/MXQ) performs weekly spot-inspections of selected aircraft parking areas, aprons and 439 MXG work centers as part of their monthly inspection schedule.

1.3. Squadron commanders and/or superintendents appoint squadron FOD monitors who will:

- 1.3.1. Attend the monthly FOD prevention and awareness meetings when required.
- 1.3.2. Report significant findings/potential issues and trends to squadron supervision and the 439 MXG FOD monitor.

1.4. FOD walks are mandatory to remove FOD from ramps, runways, maintenance areas and access roads.

- 1.4.1. 439 MXG/MXQ will coordinate monthly FOD walks of aircraft parking areas. Squadron commanders will ensure maximum participation.

1.4.2. In addition, vacuum/magnetic sweepers, FOD Boss or sweeping by hand are highly encouraged to supplement FOD walks. 439th Aircraft Maintenance Squadron (439 AMXS) will use the FOD Boss to perform sweeps of selected areas of the east ramp, north ramp and access road when required in place of the vacuum sweeper or when determined necessary by 439 MXG and squadron FOD monitors to supplement established FOD prevention activities.

1.4.3. 439 MXG/MXQ will implement the Golden Bolt Program to acknowledge superior performers in the area of FOD prevention.

2. Training. All newly assigned personnel will receive a FOD awareness briefing at the newcomers briefing.

2.1. 439 MXG personnel who come into contact with AGE, auxiliary power units (APU), munitions and/or aircraft will receive initial and annual FOD awareness and prevention refresher training. The training should be geared towards the individual's job responsibilities and must include vehicle operations, tool, hardware and rag control procedures. Training will be tracked in G081 using course code GENL 000953.

3. Flightline Operations. FOD is defined as “any damage to an aircraft, engine, aircraft system, component, tire, munitions, or support equipment caused by foreign objects (FO) which may or may not degrade the required safety and/or operational characteristics of the aforementioned items. Personnel involved in flightline operations will be continually vigilant for FO and FOD will comply with the following:

3.1. Will not wear loose fitting clothing, hats or line badges (unless properly fastened to the person) within 50 feet of any aircraft when engines are operating.

3.1.1. Restricted area badges will be secured with a subdued non-metallic cord or plastic armband when worn on the flightline.

3.1.2. Restricted area badges will be removed when performing intake/inlet/exhaust inspections if personnel physically enter these areas.

3.2. Metal insignias/badges will not be worn on the flightline.

3.3. Wigs, hairpieces, metal hair fasteners, earrings, jewelry, or other loose items that may fall off without notice, are not authorized in aircraft maintenance and industrial work areas.

3.4. Escorts of visiting personnel will ensure FOD prevention measures are taken.

3.5. Will not use personal tools on the flight line or industrial work areas such as multipurpose tools, head lamps, flashlights or wear the holsters for such tools while in the flight line or work areas.

3.6. Will ensure the aircraft crew chief accomplishes a FOD walk of the immediate aircraft parking area for the assigned aircraft at the beginning of each shift.

3.7. Ensure the flight deck is FOD-free prior to aircrew show times.

3.8. Perform a FOD inspection of the parking location prior to performing engine runs, aircraft towing operations or the block-in/block-out of an aircraft.

3.9. Ensure that all dropped or missing items are recovered or accounted for immediately; treat all items as lost until recovered or accounted for. Items that cannot be immediately found will be reported to supervision as lost and a lost tool/object report will be initiated in accordance with 439 AWI 21-105, Consolidated Tool Control Program.

4. FOD Incident Reporting and Data Tracking. Anyone discovering confirmed or suspected FOD is required to report it immediately to the MOC, they will in turn notify the 439 MXG/MXQ office. 439 MXG/MXQ, in conjunction with the 439 MXG/CC will determine the need to impound aircraft, engines or equipment subjected to FOD damage.

4.1. 439 MXG/MXQ will create and forward the necessary reports and assist in the incident investigation (as required).

5. Dropped Object Prevention Program. It is the responsibility of all maintenance personnel to ensure panels, tires, antennas and any other items installed on the exterior of the aircraft are properly fastened and secured. All missing items must be promptly reported to supervision and 439 MXG/MXQ.

CHRISTOPHER C. HOLLAND, Colonel, USAF
Commander, 439th Airlift Wing

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

439 AWI 13-201, *Airfield Operations*, 20 March 2025

439 AWI 21-105, *Consolidated Tool Control Program and Cyber Discipline*, 27 June 2025

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DAFI 21-101 AFRCSUP, *Aircraft and Equipment Maintenance Management*, 30 October 2024

DAFPD 21-1, *Maintenance of Military Materiel*, 21 February 2024

Adopted Forms

DAF Form 847, *Recommendation for Change of Product*, 2 July 2025

Abbreviations and Acronyms

AFI—Air Force Instruction

AGE—Aerospace Ground Equipment

APU—Auxiliary Power Unit

AWI—Airlift Wing Instruction

DAFI—Department of the Air Force Instruction

DAFPD—Department of the Air Force Policy Directive

FO—Foreign Object

FOD—Foreign Object Damage

MAJCOM—Major Command

MOC—Maintenance Operations Center

USAF—United States Air Force

WARB—Westover Air Reserve Base

Office Symbols

439 AW/CC—Commander, 439th Airlift Wing

439 AW/CD—Deputy Commander, 439th Airlift Wing

439 MXG/CC—Commander, 439th Maintenance Group

439 MXG/MXQ—Quality Assurance, 439th Maintenance Group

439 OSS/OSA—Airfield Management, 439th Operations Support Squadron