

**BY ORDER OF THE COMMANDER  
452D AIR MOBILITY WING**

**452D AIR MOBILITY WING INSTRUCTION  
91-203**

**25 SEPTEMBER 2013**



***Certified Current 18, September 2020***

***Maintenance***

***HANGAR DOOR PROGRAM***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**ACCESSIBILITY:** Publications and forms are available for downloading or ordering on the e-Publishing website at [www.e-Publishing.af.mil](http://www.e-Publishing.af.mil).

**RELEASABILITY:** There are no releasability restrictions on this publication.

---

OPR: 452 MXG/MXQ

Certified by: 452 MXG/CC  
(Col Robert R. Stormes)

Supersedes: MARCHARBI21-101,  
21 September 2010

Pages: 3

---

This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*. This instruction extends the guidance of AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*. It outlines responsibilities and procedures for operation and training requirements for hangar doors. This instruction is applicable to all personnel, government and contractors, working in hangars used for aircraft maintenance and storage. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through Major Command (MAJCOM) publications/forms managers. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gessaf61a/afirms/afirms/>. 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 publication has been revised to a Wing Instruction and must be reviewed in its entirety.

#### **1. Responsibilities:**

- 1.1. All personnel working in hangars with powered, manual, fold-up and counterbalanced doors that aircraft pass through require annual hangar door awareness training.

1.2. Supervisors will ensure individuals who routinely work in aircraft hangars accomplish hangar door familiarization, GO81 code MRCH 001100 (Hangar Door Awareness Course) annually.

## **2. Training:**

2.1. Operators of powered, manual, fold-up and counterbalanced hangar doors that aircraft pass through (not personnel doors) will accomplish hands on operator training for door operation annually. This training will be accomplished at the respective hangar door type.

2.2. Training will be documented in GO81 or applicable training system or in TBA as a Job Qualification Standard Continuation/Command JQS, or contractor equivalent if GO81 is not accessible. Training may also be documented on each individual's AF Form 55, Employee Safety and Health Record, or contractor equivalent.

2.2.1. Supervisors are responsible for conducting annual hangar door awareness (non-operator) training for all personnel required to work in buildings having hangar doors (powered or non-powered) regardless of AFSC or work assignment.

2.3. A detailed hangar door operating functional checklist will be on display at each hangar door control panel. Functional checklists will include step-by-step procedures (e.g., tail doors, etc.) and will list the name of the building custodian.

2.4. The building custodian/designated contracting officer representative will develop awareness and operator training plans. Developed training plans will be forwarded to the 452d Air Mobility Wing Safety Office via the 452 MXG QA. Lesson plans will include date developed, supervisor name, building custodian, hangar/building number and lesson content.

## **3. Procedures:**

3.1. If at any time the normal operation of the hangar doors is interrupted due to electromechanical failure, the operation will be stopped and evaluated by the building custodian or supervision. The custodian will contact base civil engineers/door contractor as required.

3.1.1. Position cones or equivalent barrier around the opening to the hangar door(s) that is/are malfunctioning. Hangars with door malfunctions will be reported to the Maintenance Operations Center.

3.1.2. Lock Out/Tag Out procedures will be followed to secure hangar doors until the malfunction is cleared.

3.2. Hangar door identification of hazards requirements must meet AFI 91-203, Air Force Consolidated Occupational Safety Instruction, requirements.

3.3. Signage requirements for hangar doors: Proper signage must meet AFI 91-203, Air Force Consolidated Occupational Safety Instruction, requirements.

SAMUEL C. MAHANEY, Col, USAFR  
Commander

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

**AFPD 21-1**, *Air and Space Maintenance*, 25 Feb 2003

**AFI 91-203**, *Air Force Consolidated Occupational Safety Instruction*, 15 Jun 2012

**AFMAN 33-363**, *Management of Records*, 01 Mar 2008

***Adopted Forms***

**AF Form 847**, *Recommendation for Change of Publication*

**AF Form 55**, *Employee Safety and Health Record*

***Abbreviations and Acronyms***

**AFPD**—Air Force Policy Directive

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFRC**—Air Force Reserve Command

**AFRIMS**—Air Force Records Information Management System

**AFSC**—Air Force Specialty Code

**AMWI**—Air Mobility Wing Instruction

**AMW**—Air Mobility Wing

**CC**—Commander

**JQS**—Job Qualification Standard

**MARBI**—March Air Reserve Base Instruction

**MXG**—Maintenance Group

**MXQ**—Quality Assurance

**OPR**—Office of Primary Responsibility

**QA**—Quality Assurance

**RDS**—Records Disposition Schedule

**TBA**—Training Business Area