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910TH AIRLIFT WING

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13-204

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Nuclear, Space, Missile, Command and Control

AIRFIELD OPERATIONS

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This instruction implements Air Force Policy Directive (AFPD) 13-2, Air Traffic Control, Airspace, Airfield, and Range Management. It extends the guidance of Air Force Manual (AFMAN) 13-204 Volume 1, Management of Airfield Operations. It applies to all personnel, military and civilian, assigned to the 910th Airlift Wing (910 AW) and all tenants as applicable. It establishes and outlines responsibilities and procedures in support of flying operations of the 910 AW. 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. Ensure that all records created because of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW the Air Force Records Disposition Schedule (RDS) **https://afrims.cce.af.mil/**

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Chapter 1

GENERAL POLICIES AND RESPONSIBILITIES

1.1. Authority. This publication supplements Federal Aviation Administration Order (FAAO) 7110.65, Air Traffic Control, Air Force Manual (AFMAN) 13-204, Volume 1, Management of Airfield Operations, AFI 13-213 Airfield Driving and directives of higher authority.

1.2. Administration. The 910th Operations Group Commander (910 OG/CC) is the waiver authority for this regulation unless otherwise annotated. The 910 OG/CC may issue waivers or immediate action changes to this regulation when necessary for accomplishment of normal or special mission requirements. All procedural changes affecting Air Traffic Control (ATC) will be coordinated with the Youngstown Air Traffic Control Tower (ATCT) in coordination with the Western Reserve Port Authority (WRPA).

1.3. Application. These procedures are directive in nature for 910 AW units and all flying units deployed to Youngstown Air Reserve Station (YARS) (here after referred to as local flying units or locally assigned aircraft). Procedures are also directive in nature for tenant personnel with responsibilities tasked by this publication. The operational training division (910 OG/DOT) will ensure that the information in this publication is part of base instrument refresher schools.

1.4. Revisions. This instruction will be reviewed annually. Send recommendations for changes to this publication to the 910th Operations Support Squadron Airfield Operations Manager (910 OSS/OSA), using AF Form 847, Recommendation for Change of Publication.

1.5. Local Operating Procedures (LOPs).

1.5.1. In accordance with (IAW) AFMAN 13-204, Volume 1, each regulatory instruction issued to an Air Traffic Control (ATC) facility must be in a Letter of Agreement (LOA), Operations Letter (OL), an Operating Instruction (OI), Base Instruction (BI), or an Operations Plan (OPLAN).

1.5.2. The LOPs will be reviewed at least annually during the first quarter of the calendar year. Any changes during the year to an LOP will be briefed at the next quarterly Airfield Operations Board (AOB) Meeting.

Chapter 2

YOUNGSTOWN AIR RESERVE STATION (YARS) INFORMATION

2.1. General Information.

2.1.1. Youngstown/Warren Regional Airport (YWRA) is a joint- use/shared-use airport located in Trumbull County, in northeastern Ohio, approximately eleven miles north of Youngstown, Ohio and 78 miles southeast of Cleveland, Ohio. The primary runway is utilized by both military units and civilian aircraft. 910 AW Airfield Management is located at Building 407, first floor and weather information can be requested from the 15th Operational Weather Squadron (15 OWS) at Scott Air Force Base, Illinois (DSN 576- 9755/9702).

2.1.2. Youngstown Air Reserve Station, Vienna, Ohio. Located at N41°15.64'/W80°40.75' and the airfield elevation is 1,192 feet Mean Sea Level (MSL). The ICAO identifier is KYNG. The GEOLOC identifier is ZQEL. The surrounding terrain is generally flat with trees on the southwest side of the airfield.

2.2. Air Traffic Control (ATC) Facilities Information.

2.2.1. The Federal Aviation Administration (FAA) operates an air traffic control tower and Terminal Radar Approach Control (TRACON) facility at Youngstown-Warren Regional Airport. The ATCT operates 24 hours, the TRACON 0600-2400. The wind limitation for the Control Tower is 70 knots.

2.2.2. YWRA is designated as a "Class D" airspace that lies within the Youngstown (YNG) Terminal Radar Service Area (TRSA).

2.3. Radio Frequencies.

2.3.1. Tower: 119.5/263.0

2.3.2. Ground: 121.9/275.8

2.3.3. Clearance Delivery: 118.25

2.3.4. Youngstown Approach Control: 133.95/322.3

2.3.5. Automatic Terminal Information Service (ATIS): 123.75

2.3.6. Supervisor of Flying (SOF)/Airfield Management (AM) radio call sign "VADER OPS" and Command Post (CP) radio call sign "BATTLE STAR": 238.825

2.4. Airfield Management (AM) Information. Youngstown Air Reserve Station, Airfield Management has the following published operational hours:

2.4.1. Monday through Thursday:0730L-2300L, Friday 0730L-1900L. Closed Saturday, Sunday, and Holidays.

2.4.2. 910 AW Unit Training Assembly (A-UTA) weekends: Saturday and Sunday 0700L–1600L.

2.4.3. For proposed operations outside of published hours, the point of contact is 910th Operations Group Commander (910 OG/CC) base telephone extension, DSN 346-1179, commercial 330-609-1179.

2.5. Runways.

2.5.1. See **Attachment 2** Airport Diagram for depiction of runways.

2.5.2. Main Runway (14/32).

2.5.2.1. Runway 14/32 is 9,003 feet long and 150 feet wide. Runway is grooved asphalt. Runway elevation is 1,186 feet Mean Sea Level (MSL). It has a precision instrument runway markings. The exact runway heading is shown in the current Department of Defense (DOD) Flight Information Publication (FLIP) airfield diagram.

2.5.2.2. Runway 14/32 has a PCN of 82/F/C/W/T.

2.5.2.3. Runway gradient is negligible (an increase of 0.9 percent from northwest to southeast) and need not be considered in takeoff data computations.

2.5.2.4. Distance markers are placed at 1,000-foot intervals on both sides of the runway and indicate distance remaining in either direction.

2.5.3. Secondary Runway (05/23).

2.5.3.1. Runway 05/23 is 5,002 feet long and 150 feet wide. Runway is grooved asphalt. Runway elevation is 1,192 feet MSL. It has non-precision instrument runway markings.

2.5.3.2. The exact runway heading is shown in current DOD FLIP airfield diagram.

2.5.3.3. Runway 05/23 has a PCN of 64/F/C/X/T.

2.5.3.4. Runway gradient is negligible (an increase of 1.4 percent feet from southwest to northeast) and need not be considered in takeoff data computations.

2.5.4. Military Landing Zone (LZ) (Runway 143/323).

2.5.4.1. The LZ is 3,501 feet long and 60 feet wide. Runway is asphalt. There are 300-foot, load bearing asphalt overruns at each end. Runway elevation is 1,152 feet MSL.

2.5.4.2. The exact runway heading is shown in the current DOD FLIP airfield diagram.

2.5.4.3. Load bearing capacity ranges from 175,000 pounds for single tandem wheel type aircraft to 266,000 pounds for twin tandem type aircraft.

2.5.4.4. Runway gradient is negligible (an increase of 1.4 percent from northwest to southeast) and need not be considered in takeoff data computations.

2.6. Runway 14/32 Intersection Departures.

2.6.1. Tower may initiate and approve intersection takeoffs to provide a more efficient movement of air traffic, to minimize departure delays, and to reduce taxi distance. Pilots requesting intersection departures should be aware that more restrictive wake turbulence separation criteria apply to intersection departures following preceding aircraft operations.

2.6.2. Pilots are responsible to determine that sufficient runway length is available to permit a safe takeoff and retain the prerogative to use the full runway length or select a different intersection, providing they advise the tower of their intentions.

2.6.3. See **Attachment 3** Intersection Departures and Critical Areas for intersection departure distances.

2.7. Taxiways.

2.7.1. Taxiway Alpha. Concrete, lighted, 75 feet wide.

2.7.2. Taxiway Bravo. Concrete, lighted, 75 feet wide.

2.7.3. Taxiway Charlie. Concrete, lighted, 75 feet wide.

2.7.4. Taxiway Delta. Concrete, lighted, 75 feet wide.

2.7.5. Taxiway Foxtrot. Asphalt, lighted, 75 feet wide.

2.7.6. Taxiway Golf east of Runway 14/32. Asphalt, lighted, 75 feet wide. Taxiway Golf west of Runway 14/32 Asphalt lighted 50 feet wide with 10 foot paved shoulders.

2.7.7. Taxiway Hotel. Asphalt, lighted, 75 feet wide.

2.7.8. Taxiway Hotel One. Asphalt, lighted, 75 feet wide.

2.7.9. Taxiway Juliet. Asphalt, lighted, 75 feet wide.

2.7.10. Taxiway Lima. Concrete, lighted, 75 feet wide.

2.7.11. Taxiway Mike. Concrete, lighted, 75 feet wide.

2.7.12. Taxiway Papa. Asphalt, lighted, 75 feet wide.

2.7.13. Taxiway Sierra. Asphalt, lighted, 75 wide.

2.7.14. Taxiway Tango. Asphalt, lighted, 75 feet wide.

2.7.15. See **Attachment 2** Airport Diagram for depiction of taxiways.

2.8. Runway Selection Procedures. The FAA Tower Controller is responsible for selecting the runway(s) in use. When the wind is 5 knots or more, use the runway(s) most nearly aligned with the wind unless the use of another runway will be operationally advantageous or is requested by the pilot.

2.9. Airfield Lighting Systems.

2.9.1. The 910 AW AM is responsible for inspecting airfield lighting on the military apron, military landing zone (LZ), Taxiways Alpha thru Delta, Taxiway Golf west of Runway 14/32, and Taxiway Papa, including obstruction lighting. The 910 AW AM is responsible for all infrared (IR) lighting on the airfield. The Western Reserve Port Authority is responsible for the inspection of all other airfield lighting systems. The tower has control of the airfield lighting panel and will operate all airfield lighting systems and visual aids IAW FAA JO 7110.65 Air Traffic Control.

2.9.2. Airport Beacon. The airport beacon is located on top of the YARS water tower. The airport beacon will be lit when the airfield is open during hours of darkness and during daylight hours when the weather drops below Visual Flight Rule (VFR) minimums.

2.9.3. Runway 14/32.

2.9.3.1. Approach to Runway 14/32 is aided by a Medium Intensity Approach Lighting System (MALSR), Sequenced Flashing Lights (SFLs), and Precision Approach Path Indicators (PAPI), Runway 14/32 High Intensity Runway Lights (HIRLS) and Approach

Lighting System (ALFS-1) beginning 3,000 feet from threshold. PAPIs and ILSs are coincidental.

2.9.3.2. PAPI lights is an unattended system that provides visual glide path guidance.

2.9.3.3. Infrared (IR) lights are installed at the approach ends of Runway 14/32 with a box and one configuration.

2.9.3.4. Distance markers on Runway 14/32 are lighted in conjunction with the runway lights during the hours of darkness and when field conditions require Instrument Flight Rules (IFR) and indicate runway remaining in 1,000ft increments.

2.9.3.5. To provide current Runway Visual Range (RVR) information, the runway lights will be on continuously during daylight hours when the prevailing visibility is one mile or less.

2.9.4. Runway 05/23.

2.9.4.1. Runway 05:

2.9.4.1.1. Precision Approach Path Indicator (PAPI).

2.9.4.1.2. Runway End Identifier Lights (REIL). Medium Intensity Runway Lights (MIRLs).

2.9.4.2. Runway 23:

2.9.4.2.1. Precision Approach Path Indicator (PAPI).

2.9.4.2.2. Runway End Identifier Lights (REIL). Medium Intensity Runway Lights (MIRLs).

2.9.5. Military Landing Zone (Runway 143/323):

2.9.5.1. Lighting is a three-step intensity setting modified AMP-1 configuration.

2.9.5.2. Infrared (IR) lights are installed at the approach ends of Runway 143/323 with a box in one configuration.

2.9.6. Taxiway Lighting: Light-Emitting Diode (LED) lights are utilized for all the taxiways.

2.10. Permanently Closed/Restricted Portions of the Airfield.

2.10.1. Taxiway Golf, east of Taxiway Hotel is closed.

2.10.2. Taxiway Tango, west of Runway 05/23 is closed.

2.11. Aircraft Parking Plan and Restrictions.

2.11.1. The parking plan is reviewed on an annual basis. There are no parking restrictions on the military apron. Contact the Airfield Manager for parking plan specifics. The military apron has 17 parking spots for C-130 aircraft. For transient aircraft the maximum number of parking spots for C-17 aircraft is 9, and for C-5 aircraft is 4. This C-17 and C-5 aircraft, maximum parking is based upon the military ramp being empty. See **Attachment 4**, C130 Apron Parking Ramp.

2.11.2. Airfield Management will coordinate with 910 AW Maintenance Production Supervisor (AMX/MXAAP) on the parking of all transient aircraft.

2.11.3. Procedures for opening/closing 910 AW taxiways and ramp parking spots shall be directed by either the Airfield Operations Manager, Airfield Manager, or the designated Airfield Management representative.

2.12. Navigational Aids (NAVAIDS) Information.

2.12.1. The Localizer for Runway 14/32 identifier is "I-MQK" frequency of 110.1.

2.12.2. The Youngstown Very High Frequency Omni-Directional Radio Range (VORTAC) identifier is "YNG" Channel 27/109.0.

2.12.3. The "FETCH" Non-Directional Beacon (NDB)/Localizer Outer Marker (LOM), frequency 338.000 and identified as "YN".

2.12.4. The VOR portion of the VORTAC and the NDB are scheduled for decommission by October 2024.

2.13. Transient Aircraft Services.

2.13.1. There is minimal support available for transient aircraft. YARS lacks Transient Alert. Availability of station assigned maintenance personnel provide follow-me services, placement of fire bottles and AGE upon landing. Transient crews shall provide personnel during fueling operations and for maintenance problems. There is no fleet service available.

2.13.2. A Fixed Base Operator (FBO), JETS is located on the civilian side of the Youngstown/Warren Regional Airport and may be able to provide additional services, as requested.

2.14. Automatic Terminal Information Service (ATIS). ATIS broadcasts are available 24 hours a day. The broadcasting frequency is 123.75.

2.15. Aircraft Special Operations Areas.

2.15.1. C-130 Countermeasure loading and unloading requests will be coordinated through MOCC for further coordination and capability review IAW applicable Maintenance Instructions.

2.15.2. Engine Run-Up Areas are defined under 2.21. Engine Test and Run-Up Procedures and are depicted in **Attachment 4**, C-130 Apron Parking Ramp.

2.15.3. There are no designated Arm/De-Arm Areas, Drag Cute Jettison Areas, Hot-Pit Refueling Areas or UAS Designated Start Areas on Youngstown Air Reserve Station.

2.16. Aircraft Towing Procedures.

2.16.1. Towing is accomplished by qualified maintenance personnel IAW T.O. directives. Before a tow takes place, the Maintenance Operations Control Center (MOCC) will be contacted. They will reach out directly to the Base Defense Operations Center (BDOC) requesting a tow from point A to B. Once the tow is completed MOCC will again be notified and will communicate this information back to BDOC as well.

2.16.2. If an aircraft tow is required in the Controlled Movement Area (CMA) the tow operator will have a qualified CMA escort to coordinate with the FAA ATCT Ground Controller on all movement in the CMA.

2.17. Aircraft Taxiing Requirements and Routes. Prior to taxiing out of the military parking apron, the aircrew will contact FAA ATCT Ground Controller for approval prior to entering. the Movement Area. After proceeding to Taxiway Hotel, aircrews will follow ATCT Ground Controller route guidance.

2.18. Airfield Maintenance.

2.18.1. The WRPA Airfield Electrician maintains all airfield signage, except for the runway hold signs located on the northwest side of Taxiway Golf and the signs located on taxiways Alpha to Delta and Papa, which are maintained by the BOS Contractor. See Attachment **9**, **910** ARS Boundary and Maintained Areas.

2.18.2. The BOS Contractor is responsible for all airfield maintenance in and around the military LZ and the YARS parking apron.

2.18.3. Sweeping and grass mowing operations will follow CMA procedures IAW AFI 13-213_910 AW Supplement Airfield Driving.

2.18.3.1. The grass will be cut no lower than 7 inches and will be no higher than 14 inches in height 500' around the assault landing zone and all grass areas adjacent to the military ramp up to Taxiway Hotel.

2.18.3.2. The BOS contractor shall sweep 20 percent of Air Force owned airfield pavement each day.

2.18.4. The Western Reserve Port Authority (WRPA) is responsible for maintaining all runways (Runway 14/32 and Runway 05/23) and all taxiways and apron areas not listed in 2.18.1.

2.19. Runway Surface Condition (RSC) and Runway Condition Reading (RCR).

2.19.1. The 910 AW Airfield Management is the primary agency responsible for the determination of the RSC and RCR for military (only) aircraft for all surfaces northeast of taxiway Hotel, military apron, military LZ and associated taxiways. See **Attachment 9** for 910 AW Maintained Areas. The RSC and RCR will be disseminated to the following agencies:

2.19.1.1. The 910 AW Command Post (via UHF radio or calling x1315).

2.19.1.2. The 910 AW SOF (via UHF radio or calling x1406).

2.19.1.3. The 910 Maintenance Operations Control Center (MOCC) (via UHF radio or calling x1344).

2.19.1.4. The FAA Control Tower (via UHF frequency 121.9 or calling x1980).

2.19.2. The WRPA is the primary agency responsible for the determination of the Field Condition (FICON) for Runways 05/23 and Runways14/32. and ICAO braking action for all other aprons and taxiways that they maintain.

2.20. Airfield Inspections and Checks Procedures.

2.20.1. Airfield Inspections are done IAW AFMAN13-204V2_AFRCSUP and the 910 AW Airfield Management Operating Instruction (AMOI). The daily inspection will be accomplished within 2 hours of 910 AW AM opening, or as required. 910 AW Airfield

Management inspects the Military LZ, Taxiways Alpha thru Delta, Golf west of Runway 14/32, Taxiway Papa, and the military apron.

2.20.2. Airfield Checks are done IAW AFMAN13-204V2_AFRCSUP and AMOI 13-204. Checks are accomplished for the same areas as the inspection. Additional checks will be accomplished as required or requested.

2.20.3. The WRPA conducts Airfield Inspections and Checks on all areas that the Port Authority owns and maintains.

2.21. Engine Test and Run-Up Procedures.

2.21.1. All parking spots are designated ground idle only engine run locations. Spots 1A and 1F with the aircraft facing south are designated as primary engine runs location for power settings (anything above ground idle). When performing engine runs contact with Command Post will be established before starting via radio communication. The Command Post gives permission for the engine run and relays they will be standing by in case of an emergency. After the engine run is complete the Command Post will be notified via radio. If Command Post is unavailable (i.e. non routine weekends or late-night maintenance) communication will be established with tower via radio for “emergency situations”.

2.21.2. The upper ramp (Spots 10-15) can be utilized as an alternate engine run-up spot if needed. No other airplanes can be parked on the upper ramp during the engine run-up. The aircraft requiring the engine run-up is parked on either Spots 12 or 13 facing south.

2.21.3. MX personnel performing run-ups will clear and control vehicles passing behind the aircraft.

2.21.4. MX personnel will accomplish a FOD Check following the engine run up.

2.22. Large Aircraft Infrared Countermeasures (LAIRCM) Functional Tests.

2.22.1. For the system operational check requiring laser maintenance operation, the primary testing location will be the Spot 1 on the YARS parking ramp, nose of the aircraft pointing in a South Easterly direction or nose of the aircraft pointing in a North Westerly direction as per the local maintenance LAIRCM Standard Operating Procedure (LAIRCM SOP). There will not be any other aircraft on spots 1A, 1F, 2 and 3 to allow for the nominal hazard zone properly. The alternate testing location will be the upper aircraft parking ramp, on Spot 13 with no other aircraft on spots 11-15. The aircraft will also be turned with the nose of the aircraft in a South Easterly direction or nose of the aircraft pointing in a North Westerly direction as per the local maintenance LAIRCM SOP.

2.22.2. Before performing LAIRCM tests, MOCC will pre-coordinate with AM at least one hour prior to testing. Base Defense Operations Center (BDOC) and Command Post (CP) will also be notified by MOCC.

2.22.3. Hazards and Safety. The LAIRCM pointer tracker and laser can radiate harmful levels of radiation up to 171 feet in all directions. All personnel shall remain outside of the safety zone and avoid using binoculars around the test. To the maximum extent possible, all tests shall be conducted during quiet hours or when there is minimal movement in the vicinity. MX personnel will ensure the functional test area is sterile of personnel during the test.

2.22.4. MOCC will notify AM, CP and BDOC when the testing is complete.

2.22.5. AM will notify Security Forces and Unit Airfield Driving Managers of start/stop of the test.

2.23. Noise Abatement Procedures.

2.23.1. After takeoff the 910 AW shall fly the runway heading and climb to 1700 MSL prior to initiating the tower assigned heading unless FAA ATCT directs otherwise.

2.23.2. A list of noise sensitive areas within the Youngstown Air Reserve Training Area can be found in the 910 AW Aircrew Flimsy or can be obtained from the 910 OG Tactics Office.

2.23.3. The 910 AW Public Affairs Office at 330-609-1236 will handles all noise complaints.

2.24. Protecting Precision Approach Critical Areas.

2.24.1. Precision Approach Critical Areas are controlled by the ATCT. Aircraft or vehicles are not authorized inside these areas without approval. These areas are defined as:

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

2.24.1.2. Glide Slope: Instrument hold lines on Taxiway Hotel and Taxiway Tango define this area in the movement area when the ceiling is below 800 feet and/or the visibility is less than 2 miles.

2.24.1.3. See **Attachment 3** Intersection Departures and Critical Areas for depiction of critical areas at YARS.

2.25. Controlled/Restricted/Classified Areas on the Airfield.

2.25.1. Youngstown ARS is a controlled area as defined in the YARS 31-101, Installation Defense Plan. Personnel must have proper identifying credentials for entry onto the ARS.

2.25.2. On the military apron inside the red line, is a controlled access, Restricted Area. Line Badges are required. Entry and exit into this restricted area are only authorized through the Entry Control Points (ECPs) as depicted on **Attachment 7** Controlled Movement Areas.

2.25.2.1. Unauthorized or suspicious individuals within the restricted area will be challenged. Unauthorized individuals will be reported to Base Defense Operations Center (BDOC) at 330-609-1299.

2.25.2.2. Crossing the restricted area boundary, red rope, or red painted line at locations other than designated entry points is unauthorized. This act violates security procedures and will initiate a Security Incident.

2.25.3. The military apron has no areas on the airfield that are classified.

2.25.4. WRPA requires ground personnel to be TSA badged for movement in flight line operational areas outside ARS on YWRA or to be escorted by a WRPA TSA flightline qualified individual.

2.26. Free Zone.

2.26.1. Free Zones (no protection level resources) are areas established within restricted areas when construction projects and similar activities make it inappropriate or impractical to apply normal security controls.

2.26.2. Requests for the establishment will be submitted to the Integrated Defense Council IAW with YARS 31-101. These requests will include coordination with AM and 910 AMXS and 910 Maintenance Group Leadership.

2.26.3. Static displays on the airfield must be coordinated through 910 SFS, 910 Maintenance, AM and approved by the Airfield Manager.

2.27. Procedures for Suspending Runway Operations.

2.27.1. The YNG ATCT and WRPA are the only agencies authorized to suspend aircraft runway operations. If the 910 AM needs to suspend operations on the runways due to an emergency, then AM will call the YNG ATCT and inform the controller. The YNG ATCT will contact and inform the WRPA.

2.27.2. The 910 OSS/OSAA (AMOPS Personnel) may suspend/resume LZ operations as required. AMOPS will ensure the FAA ATCT and the SOF are notified when the LZ operations are suspended/resumed.

2.28. Procedures for Opening and Closing the Runway.

2.28.1. The WRPA is the only agency authorized to open and close Runways 05/23 and 14/32.

2.28.2. WRPA will issue all NOTAMs that affect Runways 05/23 and 14/32.

2.29. Procedures for Opening and Closing the military Landing Zone (LZ).

2.29.1. AM is the only agency authorized to open and close the LZ.

2.29.2. AM will conduct an LZ inspection prior to opening the LZ.

2.29.3. ATCT may suspend operations on the LZ, but only AMOPS will close or resume operations. AM will conduct an airfield check prior to resuming operations.

2.29.4. AM will issue any NOTAMS that affect Runway 143/323, the LZ.

2.29.5. AM will notify AFRC/A3O of any unscheduled closures greater than 72 hours.

2.30. Procedures for Ground Traffic in the Controlled Movement Area (CMA).

2.30.1. Youngstown ATCT has the responsibility for the movement of all aircraft and vehicles in the CMA.

2.30.2. 910 AW CMA vehicle operators will also notify AM prior to entering and upon leaving the CMA.

2.30.3. Before entering the CMA, 910 AW personnel with CMA access will contact Youngstown Ground/ATCT on 121.9 with their call sign, location, and intentions. Youngstown Ground/ATCT will repeat the vehicle operator’s request and give directions to proceed or to standby for further instructions. Vehicle operators will repeat back to Youngstown Ground/ATCT the directions verbatim. If the Vehicle operator is told to hold

short of a runway; he or she will hold short of the VFR hold line unless directed otherwise by the ATCT see **Attachment 7**, Controlled Movement Area for locations.

2.30.4. All 910 AW vehicle operators utilize procedures IAW AFI13-213_910AW SUP while in the CMA.

2.30.5. Vehicle operators will continually monitor ground frequency while in the CMA unless otherwise directed by ATCT.

2.30.6. Vehicle operators will utilize approved call signs as found in AFI13- 213_910AWSUP **Attachment 14** Youngstown ARS Vehicle Call Sign Listing.

2.30.7. Vehicle Operators unable to communicate or lose communications with ATCT via radio, will use other means of communications such as cellular phones at 330-609-1980 to contact the tower. Notify AM of the incident at 330-609-1069 as well.

2.31. Airfield Visual Blind Spots.

2.31.1. ATCT can provide positive control on the airfield. The only blind spot is behind Hangar 6 on the civilian ramp. ATCT have periodic radio blind-spots near Taxiway Hotel-1, and the approach ends of Runway 14 and Runway 143 (LZ)

2.31.2. If the ATCT does need to operate out of an alternate location, then operations will be impacted significantly. Expect delays in airfield operations.

Chapter 3

FLYING AREAS

3.1. Local Flying Area. See 910 OG Aircrew Flimsy, Youngstown Air Reserve Station. Contact the 910 OG Tactics Office at 330-609-1360 for current information.

3.2. Designation of Airspace.

3.2.1. Youngstown-Warren Regional Airport is classified as a CLASS D Airspace Area.

3.2.1.1. The airspace is defined as, that airspace from the surface to 2,500 feet above the airport elevation (charted in MSL) surrounding those airports that have an operational control tower.

3.2.1.2. All aircraft must establish two-way radio communications with the ATC facility providing air traffic services prior to entering the airspace and thereafter maintain those communications while in the airspace.

3.2.1.3. FAA ATCT will provide separation services VFR aircraft on a time permitting basis only.

3.2.1.4. Other procedures within the Terminal Radar Service Area (TRSA) are in accordance with FAA Order 7110.65 7-6-1 and 7-7-1.

3.3. VFR Local Training Area. See 910 OG Aircrew Flimsy, Youngstown Air Reserve Station current version. Contact the 910 OG Tactics Office at 330-609-1360 for current information. **Attachment 5**, Training Area Flight Map depicts the VFR local training area.

Chapter 4

VISUAL FLIGHT RULES PROCEDURES

4.1. VFR Weather Minimums. Comply with AFMAN 11-202V3 Flight Operations requirements for Visual Flight Rules (VFR) cloud clearance, visibility, and weather minimums. The ceiling must be at or above 1,000 feet above ground level (AGL) and visibility must be equal to or greater than three (3) miles. The weather minimums for all VFR patterns require a ceiling at least 500 feet above the requested altitude and three-mile visibility.

4.2. VFR Traffic Pattern. The 910 AW VFR traffic pattern is at 2200' and will remain within 5 NM of the Youngtown-Warren Regional Airport, unless instructed otherwise by the Youngstown Air Traffic Control Tower. Contact the 910 OSS Tactics Office at 330-609-1360, for current information.

4.3. Special Procedures.

4.3.1. Tactical Approach Procedures.

4.3.1.1. Tactical Visual Low-Level Missions.

4.3.1.1.1. A tactical visual low-level route is any VFR route flown at or below 3000 AGL and navigated by visual reference to the ground, typically to a Drop Zone (DZ) or a Landing Zone (LZ). The 910 AW shall file an IFR flight plan that includes the departure point, the radial and Distance Measuring Equipment (DME) fixes of the IFR clearance limit.

4.3.1.2. Tactical/High Speed Downwind.

4.3.1.2.1. VFR aircraft will enter downwind at 2200 MSL and 200 knots indicated airspeed (KIAS) and break approximately 1/2 nautical mile (NM) past abeam the runway threshold of intended landing. FAA ATCT should avoid extending the downwind leg. The 910 AW requests to be re-sequenced, rather than have the downwind leg extended.

4.3.1.3. Tactical Overhead.

4.3.1.3.1. Aircraft will enter the initial 3 to 5 NM from the approach end of the runway of intended landing at 2700 MSL and 200 KIAS and advise FAA ATCT of the direction of break requested.

4.3.1.3.2. If FAA ATCT determines that the overhead needs to be adjusted, the 910 AW prefers adjustment in the following order:

4.3.1.3.2.1. Maneuvering turns at initial.

4.3.1.3.2.2. Opposite break than requested.

4.3.1.3.2.3. Different break points, i.e. over the numbers, midfield etc.

4.3.1.3.2.4. Go around.

4.3.1.4. Tactical Abeam

4.3.1.4.1. VFR aircraft will enter the airport traffic area, traffic permitting, at a 90-degree angle to the intended landing runway. They will line abreast, with at least

2,000'spacing, at 2200 MSL and 200 KIAS or less. Both aircraft will break simultaneously to the downwind over the runway and will continue in trail for a turn to final for a formation landing, with a minimum of 15 second spacing at touchdown.

4.3.1.5. Random Steep Approach (RSTA).

4.3.1.5.1. YNG ATCT shall, traffic permitting, approve a RSTA to the YWRA. The RSTA is a single ship, VFR, modified overhead approach, that usually starts initial at or below 6,000 MSL, remains within 2 NM of the YWRA and roll out is on a one mile final. The RSTA may allow a different entry to the pattern other than on initial, a 270 or 90-degree overhead. When requesting a RSTA, 910 AW shall advise YNG ATCT of the runway, altitude requested, and desired entry point. 910 AW will advise YNG ATCT if more than one 360-degree turn is required for descent, prior to beginning descent.

4.3.1.6. Random Shallow Approach (RSA).

4.3.1.6.1. A low altitude, high speed VFR approach to the YWRA. FAA ATCT shall, traffic permitting, approve requests for a RSA. The 910 AW requests once cleared for a RSA to be able to execute the RSA without alterations (ex. extending downwind) from the YNG ATCT. The 910 AW would rather hold approximately 10 NM from the YWRA instead of altering the RSA. Holding patterns and Initial Points (IPs) are depicted in the 910 OG Aircrew Flimsy, Youngstown Air Reserve Station, in three general areas: the northwest (State Route 88), the southeast (city of Hubbard), and the northeast (Shenango Valley). Upon reaching the Initial Point, if YNG TRACON does not give clearance for the RSA, aircraft will request a hold at the Initial Point. RSAs can be performed single ship, or in formation, under Visual Meteorological Conditions (VMC). Aircraft will report IP inbound, following the routings depicted in the Flimsy, between 1500 – 2100 MSL and 200 KIAS or less.

4.3.2. Additional guidance is found in the LOA C130 Local Operating Procedures at Youngstown-Warren Regional Airport (KYNG).

4.4. Reduced Same Runway Separation (RSRS) Procedures. RSRS procedures are not applied to any military aircraft operating at YARS.

4.5. Intersection Departures.

4.5.1. There are no restrictions for intersection departures. FAA ATCT may approve an intersection departure IAW FAAO 7110.65. Air Traffic Control.

4.5.2. Pilots are responsible for determining that sufficient runway length is available to permit a safe departure. Pilots have the prerogative to use the full runway length or request an alternate.

4.5.3. See **Attachment 3** Intersection Departures for intersection departure distances.

Chapter 5

INSTRUMENT FLIGHT RULES (IFR) PROCEDURES

5.1. Radar Traffic Pattern.

5.1.1. North of the airport normally at 3,000 MSL.

5.1.2. 4,000 MSL near 2,538-foot communications tower 12 NM south of the field at N4103.32 W08038.61.

5.2. Availability/Restrictions for Surveillance Radar (ASR) Approaches and Precision Approach Radar (PAR) Approaches/Monitoring.

5.2.1. If available, Youngstown Approach Control will provide ASR approaches upon request.

5.2.2. PAR approaches/monitoring not available at YARS.

5.3. Local Departure Procedures. As directed by FAA ATCT or Youngstown Approach Control.

5.4. Radar Vector to Initial Procedures. Youngstown Approach Control will provide vectors as required or requested.

Chapter 6

EMERGENCY PROCEDURES

6.1. Primary Crash Alarm System (PCAS).

6.1.1. The tower operates the PCAS. The PCAS is tested daily between 0800L – 0830L. All agencies shall report clarity of transmission. Results of the daily check shall be documented on the Airfield Operations Management AF 3616, Daily Record of Facility Operation.

6.1.2. The following agencies have two-way communication capability with the tower on the PCAS: Airfield Management Operations (AMOPS), Fire Department, and the 910 AW CP.

6.1.3. Reasons for PCAS activation:

6.1.3.1. Base disaster (Fire Department request).

6.1.3.2. Disaster exercise.

6.1.3.3. Unauthorized taxi.

6.1.3.4. Hot brakes.

6.1.3.5. Hangar alarms (Fire Department request).

6.1.3.6. Tower evacuations.

6.1.3.7. An aircraft declaring an emergency.

6.1.3.8. Anytime Tower controller deems it necessary.

6.1.4. The PCAS is not activated to relay non-emergency related data, i.e., FPCON changes, Emergency Operations Center (EOC) recalls, etc. Agencies must utilize other available means, i.e., contact AMOPS for secondary crash net activation.

6.1.5. All agencies on the PCAS will remain on the system until the tower terminates the call (including tests). Emergency data changes frequently and this procedure prevents additional time-consuming notifications.

6.1.6. All PCAS communications are recorded.

6.2. Secondary Crash Net (SCN).

6.2.1. The SCN is activated by AMOPS. The SCN will be used for the dissemination of critical aircraft and airfield information. (e.g., hazardous weather warnings, in-flight emergencies, ground emergencies, FPCON level changes, EOC recalls, bomb threats or terrorist activities). Use other forms of communication to relay non-critical information.

6.2.1.1. The SCN shall not be used as a convenient method of relaying non-critical aircraft/airfield information. Only those agencies that require immediate response to protect/preserve life, limb and/or property will be on the SCN.

6.2.2. The SCN is checked at 0900L, Monday thru Friday and on A UTA Weekends. All agencies shall report clarity of transmission and initials. Results of the daily check shall be maintained. Sections not answering will be verified via telephone and if a malfunction exists, the user shall report it to telephone maintenance, 910 CS, Telephone Communication. 330-609- 1195.

6.2.3. When the SCN is out of service, AM will activate the backup SCN as per AFMAN 13-204v2.

6.2.4. The following agencies have two-way communication capability with AMOPS on the SCN: Fire Department (FD), 910 AW/CP, 910 AW/SFS, 910 AW/CC, 910 AW/SE, Maintenance Operations Control Center (MOCC), Emergency Management (EM), 910 AW/MSG and CE. There is no weather station assigned at the Youngstown Air Reserve Station. The 910 AW Medical Squadron is not a medical treatment facility.

6.2.5. Reasons for SCN Activation:

6.2.5.1. Pass all information received via the PCAS from the FAA Tower.

6.2.5.2. Pass emergency data affecting airfield operations.

6.2.5.3. For 910 AW/CP to pass emergency information as directed by commanders.

6.2.6. AMOPS shall state the emergency and repeat it. Upon completion, AMOPS will answer any questions. Each agency must copy all the information and then secure the crash phone to be ready for the next message.

6.2.7. The 910 AW/CP Activation Procedures. When the 910 AW/CP desires to relay emergency information other than information critical to aircraft and airfield operations, i.e. EOC recall, exercise, actual or exercise bomb threats or terrorist activities, the following procedures will apply. NOTE: All aircraft emergencies shall have precedence over this activation.

6.2.7.1. The 910 AW/CP will notify AMOPS that they will activate the SCN and relay the message to them at that point.

6.2.7.2. The 910 AW/CP will activate the SCN.

6.2.8. The 910 OG/CC approves/disapproves all agencies added/deleted to the SCN. The Airfield Manager is the SCN manager.

6.3. Emergency Response Procedures.

6.3.1. Once notified of an emergency, the 910 AW Fire Department (FD) is responsible for responding to the emergency and will coordinate with the 910 AW/SFS if needed to handle any hostile armed emergency.

6.3.1.1. The 910 AW Fire Department vehicles responding to an emergency have the right-of- way over non-emergency traffic on Youngstown-Warren Regional Airport (YWRA).

6.3.2. Once an emergency aircraft has affected the movement area(s), that area(s) affected will be considered closed.

6.3.2.1. The 910 AW Airfield Management will send applicable military Notices to Air Missions (NOTAMS) on the FAA Digital NOTAM Manager as required.

6.3.3. The Western Reserve Port Authority (WRPA) shall advise FAA ATCT and Airfield Management when the airport, portions of the airport or affected movement area(s) are reopened.

6.3.3.1. The 910 AW Airfield Management will cancel all applicable military NOTAMS.

6.3.4. When the LZ is closed due to an emergency, the 910 AW Airfield Management personnel in coordination with the Supervisor of Flying (SOF) will advise FAA ATCT when the LZ is re-opened.

6.4. In-Flight/Ground Emergency Procedures (On/Off Base).

6.4.1. Initial notification normally received via the Primary Crash Alarm System (PCAS).

6.4.1.1. Notification may also come over the Battlestar/Vader Ops UHF frequency or over the telephone.

6.4.2. Upon notification, Airfield Management, the 910 AW CP and the SOF will:

6.4.2.1. Copy the emergency information.

6.4.2.2. If notification comes from a source other than the PCAS, contact FAA ATCT and relay information. The Tower will then activate the PCAS.

6.4.3. Upon activation of the PCAS, Airfield Management Operations will:

6.4.3.1. Accept and record the emergency information.

6.4.3.2. Activate the SCN and transmit the information.

6.4.3.3. Respond to the airfield if applicable.

6.4.3.4. Activate the SCN when the emergency terminates.

6.4.4. Upon termination of emergency Airfield Management and/or the SOF (if on duty) will:

6.4.4.1. Notify key personnel.

6.4.4.2. Ensure the pilot involved completes AMC Form 91, In-Flight Emergency and Unusual Occurrence Worksheet.

6.5. Designation and Responsibilities of the Incident Commander.

6.5.1. The Fire Chief will act as the initial Incident Commander (IC) and exercise control over the emergency until relieved by the appointed IC or higher authority.

6.5.2. The IC will serve as a communication link to the Emergency Operations Center (EOC) and the Crisis Action Team (CAT) until relieved.

6.6. External Stores Jettison Area Procedures.

6.6.1. The aircraft commander shall determine the best course of action in an emergency.

6.6.2. Aircraft requiring external stores jettison shall coordinate with the appropriate ATC facility and notify 910 AW/CP and AMOPS time permitting.

6.7. Fuel Dumping.

6.7.1. In controlled situations, fuel jettisoning will be accomplished IAW AFMAN 11-2, C-130 Operations Procedures, Vol 3 Addenda A, requirements for Visual Flight Rules (VFR) and the 910 AW Aircrew Flimsy.

6.7.2. In emergency situations, fuel jettisoning may be accomplished at the discretion of the aircraft commander.

6.7.3. The preferred fuel jettisoning area for flights within the Youngstown local area is the airspace located at the YNG VOR 360/040, see **Attachment 6** Fuel Jettison Area Map.

6.7.4. The aircraft commander will provide written documentation of any fuel jettisoning to the 910 AW Command Post, immediately after landing. This documentation will include location, duration, amount of fuel jettisoned, altitude, and reasons for jettisoning fuel.

6.8. Emergency Arresting/Barrier Gear Procedures.

6.8.1. There is no permanent arresting/barrier gear at YARS.

6.8.2. Runway 32 does have arresting gear footers for the BAK-12 mobile arresting system.

6.9. Hot Brakes Procedures.

6.9.1. Pilots suspecting their brakes to be overheated upon landing will proceed to the "Hot Brake Area" defined below:

6.9.1.1. Landing Runway 32; Taxiway H -- Turn right at the end of runway onto Taxiway Hotel, face aircraft northeast.

6.9.1.2. Landing Runway 14; Taxiway T -- Turn right at almost the end onto Taxiway F, right turn onto taxiway T, stop well clear of RUNWAY 05, face aircraft west.

6.9.1.3. Landing Runway 05; as required.

6.9.1.4. Landing Runway 23; Taxiway T -- Turn east on taxiway T, stop well clear of Taxiway F, face the aircraft east.

6.9.1.5. RUNWAY 32 LZ; Taxiway P – Right turn at end of LZ, face aircraft east.

6.9.1.6. RUNWAY 14 LZ; Taxiway G – Left turn at end of LZ, face aircraft east.

6.9.2. The pilot will immediately notify FAA ATCT and request that fire equipment meet the aircraft. The aircraft commander will also notify the 910 AW/CP and/or SOF, either on the UHF assigned frequency, or relay the message through the FAA ATCT.

6.9.2.1. Upon reaching the hot brake area, stop the aircraft using minimal braking and do not set the parking brake on the side with the suspected overheat condition. When directed by the pilot, the loadmaster will exit through the crew entrance door, chock the nose wheel, and maintain a fire watch from a safe distance in front of the aircraft during engine shutdown. After engine shutdown, all crewmembers will exit the aircraft and remain at least 300 feet clear of the wheel wells. If at any time a fire is indicated, follow published ground evacuation procedures.

6.10. Abandonment of Aircraft. If the crew must abandon the aircraft, all attempts will be made to position the aircraft in the airspace over Lake Erie.

6.11. Personnel/Crash Locator Beacon Signal/Emergency Locator Transmitter (ELT) Procedures.

6.11.1. The reception of an ELT signal by the FAA ATCT or any agency will be treated as a possible aircraft accident/pilot ejection and will be handled accordingly, except the FAA ATCT will not activate the PCAS.

6.11.2. When an ELT signal is received or reported, the FAA ATCT will immediately notify 910 AW Airfield Management.

6.11.3. The 910 AW Airfield Management will take action to locate and determine the source of the ELT signal and will advise FAA ATCT of the actions taken and the results.

6.12. Hung Ordnance/Flare Procedures.

6.12.1. YARS does not have the capability to arm/de-arm transient aircraft with munitions. Munitions loaded aircraft with hung or malfunctioning ordnance will be encouraged to proceed to an alternate facility if safety of flight will not be compromised.

6.12.2. If the aircraft cannot proceed to another location, it will be parked on the Hot Cargo Pad and treated as an aircraft with Hazardous Cargo. See DAFI 91-202, The US Air Force Mishap Prevention Program for use of Taxiway Tango as Hot Cargo Pad.

6.12.3. Hung Flare procedures are IAW AFMAN 11-2C-130H/J, Vol 3 Operations Procedures.

6.13. Evacuation of Air Traffic Control (ATC) Facilities. A broadcast will be made advising aircraft in the area that YNG ATCT is evacuating. If time permits, telephone notifications will be made prior to evacuation. Contact FAA ATCT (330-609-1440) for additional information.

6.14. Evacuation of 910 AW Airfield Management Facilities. In the event 910 AW AM must evacuate the facility, AM personnel will proceed to the basement of Building 113, the Combined Airman's Club (CAC). AM personnel will take the following to the alternate facility:

6.14.1. Handheld Radio and the AM Evacuation Kit

6.14.2. Relocate the AM Vehicle outside of Building 113.

6.14.3. Once AM is at the alternate facility, they will contact YNG ATCT and activate the SCN and inform all agencies on the phone that they are operating at the alternate facility.

6.14.3.1. When AM returns to Building 407, notifications made above will be re-accomplished to inform all agencies that AM is back to normal ops.

6.15. Alternate Facility Procedures.

6.15.1. Tower's alternate facility will be determined based on the reason for evacuation. Contact FAA ATCT (330-609-1440) for additional information.

6.16. Exercises.

6.16.1. The 910 AW/IGI will coordinate exercise requirements which pertain to the airfield facilities and Airfield Management Operations personnel with the 910 OSS/CC or DO and the AOM or AFM no later than 96 hours prior to execution. Coordination will include scenario overview, timing and portions of the airfield involved to include the utilization of the CMA or WRPA assets and/or ATCT involvement.

6.16.2. Any exercise that requires construction or an alteration to the flightline portion of the airfield will require an approved FAA 7460-1 Notice of Proposed Construction or Alteration. If a FAA 7460-1 needs to be processed by the FAA; a minimum of eight weeks is requested by the 910 AW to complete this process.

Chapter 7

FLIGHT PLANNING PROCEDURES

7.1. General Information.

7.1.1. The 910 AW Airfield Management section will maintain the Flight Planning Room in support of 910 AW aircraft and transient crews. Airfield Management will conduct checks of the Flight Planning Room daily and as necessary to ensure the required mission support requirements set forth in AFMAN 13-204v2 are available.

7.1.2. Flight Plans. IAW AFMAN 13-204v2, all aircraft departing Air Force installations must have a flight plan on file with Airfield Management Operations (AMOPS) prior to takeoff. EXCEPTION: Civil aircraft (Air Carriers, General Aviation, etc.) at Joint-Use airfields are exempt from this requirement.

7.1.3. Original flight plans will not be accepted via radio. Locally filed flight plans may be amended via any means, provided AMOPS has an original on file.

7.1.4. A transient aircraft commander may re-file or amend a flight plan provided there is an original flight plan on file.

7.2. Filing Flight Plans. The 910 AW Airfield Management will input the flight plan into the system via the Aeronautical Information System Replacement (AISR).

7.2.1. If AISR is unavailable, the flight plan will be faxed or called in via telephone to the 911th ARS (Pittsburgh) or the 914th ARS (Niagara Falls).

7.2.2. If the aircrew utilizes electronic filing such as Foreflight or accomplished by Tanker Airlift Control Center (TACC), the aircraft commander will ensure a copy of the flight plan (DD 1801) is left with Airfield Management.

7.2.2.1. This flight plan can also be sent via email to the Airfield Management Organizational Box at **910OSS.OSA.AirfieldManagement@us.af.mil**.

Chapter 8

MISCELLANEOUS PROCEDURES

8.1. Airfield Operations Board (AOB).

8.1.1. Purpose. The quarterly AOB will be organized by Airfield Management to identify and resolve problems and recommend improvements to the airfield environment, ATC services, and airspace procedures. This board also provides a forum for the annual review of programs and directives in support of the wing-flying mission.

8.1.2. Membership. The 910 Operations Group Commander (910 OG/CC) will chair the AOB and has appointed the following, or their designated representatives, as AOB members:

8.1.2.1. 910 AW/CC and/or 910 AW/CV

8.1.2.2. 910 AW/CP

8.1.2.3. 910 AW/SE

8.1.2.4. 910 COMM/CC

8.1.2.5. 910 MSG/CC

8.1.2.6. 910 MSG/CE

8.1.2.7. 910 MSG/CEF

8.1.2.8. 910 MXG/CC

8.1.2.9. 910 MXG/MXQ

8.1.2.10. 910 OG/CC and/or 910 OG/CD

8.1.2.11. 910 OG/OGV

8.1.2.12. 910 OSS/CC and/or 910 OSS/DO

8.1.2.13. 910 OSS/OSA

8.1.2.14. 910 OSS/OSAS

8.1.2.15. 757 AS/CC and/or 757 AS/DO

8.1.2.16. 76 APS/TR

8.1.2.17. BOS-910 CE/EAST

8.1.2.18. FAA ATCT

8.1.2.19. WRPA

8.1.3. Airfield Management will coordinate the agenda and record the minutes of each meeting. Agenda items will include those specified in AFMAN 13-204v1. AOB minutes will be distributed within twenty working days to HQ AFRC/A3OA and to board members.

8.2. Quarterly Joint Airfield Inspection.

8.2.1. AFM/AAFM, AOM, SE (flight), CE, and BOS will conduct a quarterly joint airfield inspection prior to the AOB. Results will be briefed at the AOB.

8.3. Annual Review Items.

8.3.1. Airspace and ATC flying procedures due December.

8.3.2. Quarterly Joint Airfield Inspections due March, June, September, and December.

8.3.3. Letters of Agreement, Operations Letters, OPLAN taskings, and Joint Use Agreement due February.

8.3.4. Aircraft Parking Plan and 910 AMOI 13-201 due September.

8.3.5. Annual Airfield Certification/Safety Inspection and Airfield Waivers due September.

8.3.6. Air Installation Compatibility Use Zone (AICUZ) due/review during January. Review is required biennially in even years.

8.3.7. MACA program will be reviewed semiannually during January and July.

8.4. Notices to Air Missions (NOTAM) Procedures. 910 AW Airfield Management is the military NOTAM authority for YARS. TACTICS is the NOTAM authority for the Drop Zone (DZ) located at Camp James A. Garfield. The WRPA is the NOTAM authority for the airport.

8.5. Flight Information Publications (FLIP) Accounts. 910 AW Airfield Management is responsible for YARS FLIP data and changes, except for TERPS data. All requests/changes to FLIPs will be submitted through 910 AW Airfield Management.

8.6. Waivers to Airfield/Airspace Criteria.

8.6.1. Airfield Waivers are coordinated with base agencies via the Airfield Waiver and Obstruction Tool (AWOT) and submitted to HQ AFRC for review/approval.

8.6.2. Waivers to Airspace Criteria are not required due to joint use with the Youngstown Warren Regional Airport.

8.7. Prior Permission Required (PPR) Procedures. 910 AW Airfield Management will coordinate PPR requests for aircraft parking on the 910 AW Military Ramp and use of the military LZ.

8.7.1. PPR's must be coordinated 24 hours in advance for the LZ and 48 hours for the ramp as reflected in the IFR Supplement. In the event the requesting unit has not coordinated in advance, then the 910 OG/CC is the approving authority. After normal duty hours contact Airfield Manager.

8.7.2. Transient aircraft pilots shall contact TACTICS (330-609-1708) for information on LZ procedures and local flying procedures if he/she is not familiar with them. Pilots utilizing the LZ will be advised of the Vader Ops call sign and frequency (238.825) and asked to contact Vader Ops upon arrival and when leaving the pattern and the number of LZ landings accomplished.

8.7.3. All coordination for arriving international flights require 72-hour notification for Customs and Agriculture to meet the aircraft upon landing. YARS has no Customs and Agriculture agents on station.

8.8. Air Evacuation (Air Evac) Notification Procedures. 910 AW Airfield Management is designated as the base agency for relaying information on arriving/departing aeromedical aircraft. 910 AW AM will relay applicable information to the following base agencies:

8.8.1. 910 AW Fire Department (910 CE/CEF).

8.8.2. 910 AW Security Forces (910 SFS).

8.8.3. 910 AW Maintenance Group MOCC (910 MXG/MXOC).

8.8.4. 910 AW Command Post (910 AW/CP).

8.8.5. 910 AW Medical Squadron, if applicable (910 MDS).

8.9. Unscheduled Aircraft Arrivals.

8.9.1. The 910 AW requires a PPR for any military aircraft, or civilian military contracted aircraft, utilizing either the military parking ramp or the military LZ. The 910 AW/CP will make the appropriate notifications if a military aircraft did not obtain a PPR. If a military aircraft lands without a PPR, accomplish the following:

8.9.1.1. Notify the 910 AW Security Forces so they may take appropriate action to prevent the aircraft from entering the restricted area. An airfield check will be accomplished by AMOPS.

8.9.1.2. Determine who the aircraft will be handled by. The receiving unit will then attempt to determine why a PPR was not obtained and take appropriate action, if required.

8.10. Distinguished Visitor (DV) Notification Procedures.

8.10.1. The 910 AW Airfield Management shall notify the following agencies for all DVs, or other special missions inbound to the AFRC Ramp at YARS. This notification will include the appropriate VIP code and name of DV, the agency the DV is visiting, call sign and type of aircraft, the aircraft parking location, estimated time of arrival (ETA), and actual time of arrival (ATA).

8.10.1.1. 910 AW Command Post

8.10.1.2. 910 OG/CC

8.10.1.3. 910 AW/CC

8.10.1.4. 910 SFS

8.11. Military Aircraft with Dangerous/Hazardous Cargo.

8.11.1. Aircraft will be parked, loaded, and unloaded in the designated dangerous/hazardous (HOT) cargo area on Taxiway T between F and runway 05.

8.11.2. The 910 AW AM will notify the following agencies/units, giving aircraft call sign, ETA or departure time as required, type of hazardous cargo, class number, and net explosive weight (NEW):

8.11.2.1. FAA ATCT.

8.11.2.2. 910 AW CP.

8.11.2.3. 910 AW Fire Department.

8.11.2.4. 910 AW Safety.

8.11.2.5. 910 AW Security Forces.910 AW Maintenance.

8.11.2.6. 910 AW Transportation.

8.11.2.7. WRPA.

8.11.2.8. 910 MXS/MXMW

8.11.2.9. 910 MXG/MXOC (MOCC)

8.11.3. Relay any emergency information to 910 AW FD.

8.11.4. FAA ATCT shall direct aircraft to the hazardous cargo area. NOTE: Notify 910 OG/CC and 910 AW/CC via 910 AW/CP if any aircraft carrying hazardous cargo landed without prior approval/notification.

8.12. Night Vision Devices (NVDs). The following responsibilities have been assigned to accomplish Night Vision Device Operations at the Youngstown-Warren Regional Airport: IAW AFMAN 13-204v2 **para 4.7** and **para 5.2.2.4**.

8.12.1. YNG ATCT.

8.12.1.1. Traffic permitting, turn all Tower Controlled Lighting on/off when requested by the Aircraft Commander.

8.12.1.2. Not delay any scheduled air carrier or air taxi operation during NVD operations.

8.12.1.3. Advise aircraft participating in NVD operations prior to activating normal lighting.

8.12.2. The 910 AW.

8.12.2.1. Coordinate the request to conduct Night Vision Devices (NVD) operations with the SOF or Airfield Management personnel. This request should include times of training and approximate number of aircraft involved.

8.12.2.2. Pilots shall request lighting preferences with Youngstown Air Traffic Control Tower (ATCT) and the 910th Airlift Wing (910 AW).

8.13. Local Aircraft Priorities. There are no local aircraft priorities established at YARS. Special requests will be handled by ATC on a case-by-case basis.

8.14. Lost Communications Instructions. Instructions IAW FAAO JO 7110.65. There are no additional local procedures required.

8.15. Standard Climb-Out Instructions. The standard climb out procedure for multiple instrument approach/training at YARS. Fly runway heading and Climb 3000 MSL, or as directed by FAA ATCT or Youngstown Departure Control.

8.16. Opposite Direction Take-Offs and Landings. These are at the discretion of FAA ATCT.

8.17. Breakout/Go Around/Missed Approach Procedures. These are at the discretion of the FAA ATCT.

8.18. Airfield Smoking Policy. Smoking is prohibited on the airfield IAW AFI 91-203, Air Force Consolidated Occupational Safety Instruction.

8.19. Civilian Aircraft Operations. Civilian aircraft landing at YWRA are directed to the Fixed Base Operator (FBO). Civilian aircraft are not authorized to utilize the military only portion of the

airfield (910 AW military apron) IAW AFI 10-1001, Civil Aircraft Landing Permits. Exceptions are U.S. Military chartered civil aircraft and those contained in Table 1 of AFI 10-1001.

8.20. Civil Use of Military NAVAIDS. There are no military navaids at Youngtown ARS.

8.21. Aero Club Operations. YARS does not have an Aero Club.

8.22. Weather (WX) Dissemination and Coordination Procedures.

8.22.1. Weather observations shall be transmitted via the Automatic Terminal Information Service (ATIS) and the Automated Surface Observing System (ASOS).

8.22.2. Lightning Watches. When the 15th Operational Weather Squadron (OWS) at Scott AFB, IL issues a watch for lightning within five miles of the airfield, 910 AW Command Post will send a notification over the Network- Centric Emergency Mass notification system (At-Hoc) and Airfield Management will notify MOCC and the SOF.

8.22.3. Lightning Warnings. When the 15th OWS issues a warning for lighting within five miles of the airfield, 910 AW Command Post will send a notification via ADHOC. Airfield Management will activate the SCN and notify MOCC personnel on the airfield and the SOF for completion of task. All personnel, including civilians and BOS assigned contractors, must seek shelter in a vehicle, aircraft, or structure immediately after notification.

8.22.4. Arriving aircraft shall be allowed to land, but the crew and passengers must remain on board the aircraft until the lightning warning is cancelled. Crews should not expect any ground support during the warning period.

8.22.5. Departing aircraft, assuming the crew is already on board and no further ground support is required, shall be allowed to taxi, and depart at their discretion.

8.22.6. All agencies in receipt of the warning shall relay the warning to all personnel covering the entire aerodrome to the maximum extent possible.

8.23. Military Airfield Snow Removal Operations. Snow removal priorities are reviewed and established bi-annually by the Snow and Ice Control Committee and published in the 910 AW Snow Removal and Ice Control Plan. Snow removal operations will be conducted in accordance with the Snow Removal and Ice Control Plan. BOS/EAST is responsible for snow removal on the military apron, Taxiways A-D, Taxiway P, the LZ, and Taxiway G between the LZ and Runway 14/32. WRPA is responsible for remaining taxiways, civilian ramps, and Runways 14/32 and 05/23.

8.24. Bird Watch Conditions (BWC).

8.24.1. Determining Bird Watch Conditions (BWC). 910 AW Airfield Management will determine the BWC. Agencies spotting wildlife on the aerodrome shall report activity immediately to 910 AW AM and/or FAA ATCT. AM personnel will respond to the area and attempt to eliminate the problem until they can recommend to the SOF or OG that the BWC can be lowered.

8.24.2. The BWC will be determined IAW 910 AW Plan 91-212, Bird/Aircraft Strike Hazard Plan. Local BWC restrictions to flight operations can be found in the 910 AW Plan 91-212.

8.24.3. The following agencies will be advised of changes in BWC:

8.24.3.1. FAA ATCT.

8.24.3.2. 910 AW Command Post.

8.24.3.3. 910 OG/CC/SOF.

8.25. Bird Aircraft Strike Hazard (BASH) Program Guidelines.

8.25.1. The Bird/Aircraft Strike Hazard (BASH) Program. The BASH Program is maintained by the Wing Flying Safety Office (910 AW/SE) and executed through cooperative effort between Safety, the US Department of Agriculture, 910 AW Airfield Management, 910 AW SOF, and WRPA personnel. Personnel involved in the BASH Program and any aircrew operating at YARS will be familiar with 910 AW Plan 91-212. 910 AW/SE is the OPR for this plan.

8.25.2. US Air Force Safety Center Tools. Access to the Bird Avoidance Model (BAM) and the Avian Hazard Advisory System (AHAS) is available in building 407, Room 104, Flight Planning room.

8.25.3. WRPA handles all depredation when required at Youngstown-Warren Regional Airport.

8.26. Supervisor of Flying (SOF) Operating from Airfield Management. The 910 AW SOF is the Operations Group Commander's representative during 910 AW Flying Operations operating in Airfield Management in Building 407, Room 103.

8.27. Airfield Photography Guidance.

8.27.1. The 910 AW/PA (Public Affairs) office as delegated by the base commander will determine final approval for all photo/video requests on base:

8.27.1.1. Requests from base personnel (to include contractors), visiting DoD personnel, the media, or the public will be coordinated through the 910 AW/PA (Public Affairs) Office. After determining the validity of the request, 910 AW/PA will issue a Photography/Videography Permit to the requesters via email. Copies of the requested permit will be sent to the 910th Security Forces Squadron and the full-time 910 AW/PA office staff. The permit denotes the name/affiliation of the individual(s) taking photos or video footage as well as the date, location and purpose of the photos or video. A YARS point of contact is also listed on the permit.

8.27.1.2. Individuals entering Restricted Areas at YARS (i.e.: Parking Ramp/ Flightline/ Assault Runway) must either possess a flight line badge or be escorted by an individual possessing a flight line badge with escort privileges AND the 910th Security Forces Desk must be notified at 330-609-1277 prior to photography in Restricted Areas taking place.

8.27.2. All requests for airfield or operational aircraft photography will always be coordinated with 910 AW/PA (Public Affairs) Office as delegated by the base commander. Coordination with Airfield Management at 330-609-1069 must be accomplished to arrange access to the active runway/taxiway areas prior to entering these areas.

8.27.3. During emergency circumstances, increased threat levels and mishaps or accidents, the commander, Incident Commander, Command Post and Security Forces will always be briefed prior to approval.

8.27.4. Suspicious photography particularly on-base without escort or approval should be highly scrutinized and challenged. Photography at the perimeter of the installation should also be scrutinized and documented (i.e. personal description, license plate, type vehicle).

8.27.5. Media photography at mishap/accident site on-base is approved by 910 AW/PA Office as delegated by the 910 AW/CC with concurrence of IC and requires public affairs escort.

8.27.6. At off-base accident sites, Public Affairs will coordinate with local law enforcement and media for appropriate/tasteful photos. NOTE: 910 AW Public Affairs, Quality Assurance and Safety offices takes pictures as needed without permission.

8.27.7. If a national defense security area is declared and enforced, proper handling of photos and news coverage is required including military jurisdictional enforcement, security and OSI participation as well as temporary confiscation and security review of film/photos.

8.28. Unmanned Aircraft Operations (UAS).

8.28.1. Presently there are no authorized UAS Operations conducted at Youngstown-Warren Regional Airport.

8.28.2. The 910 SFS does conduct Counter UAS if required.

8.28.3. See **Attachment 10** AUTHORIZED **PART 107** UAS MAXIMUM ALTITUDE AREAS around the Youngstown-Warren Regional Airport.

8.28.4. The FAA ATCT will notify 910AW to include 910 SFS/S5A and Airfield Management when there is any UAS Operations being conducted in the vicinity of Youngstown-Warren Regional Airport. Contractors on the airfield. The installation Contracting Flight, tenant, or other contracting initiating organization will complete the 910 AW SFS Form 31-2, Contractor Employee Info Sheet, of each requester. See 910 AW MEMORANDUM FOR CONTRACTORS OPERATING on the Youngstown ARS for guidance on contractor responsibilities. All contractors operating a privately owned vehicle on the airfield will have proper escort for access and must comply with requirements found in AFI13-213_910 AW Supplement Airfield Driving.

MICHAEL S. MALONEY, Colonel, USAF
Commander, 910th Airlift Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

14 CFR Part 107 *Small Unmanned Aircraft Systems*

910 AW *Aircrew Flimsy*

910 AW *Memorandum for Contractors Operating on the Youngstown Air Reserve Station*

910 AW Plan 91-212, *Bird Aircraft Strike Hazard Reduction*

910 AW *Snow and Ice Control Plan*

910 OSS AMOI13-204, *Airfield Management Operating Instructions*

AFI10-1001 *Civil Aircraft landing Permits*

AFI13-213_910 AW *Supplement Airfield Driving*

AFI24-302, *Vehicle Management*

AFMAN11-130H Volume 3, C-130H *Operations Procedures*

AFMAN11-130J Volume 3, C-130J *Operations Procedures*

AFMAN11-202 Volume 3, *Flight Operations*

AFMAN13-204, Volume 1, *Management of Airfield Operations*

AFMAN13-204, Volume 2, *Airfield Management*

AFMAN24-306, *Operation of Air Force Government Motor Vehicles*

AFMAN 33-363, *Management of Records*

DAFI21-101, *Aircraft and Equipment Maintenance Management*

DAFI 91-202 *The U.S. Air Force Mishap Prevention Program*

DAFI 91-203, *Air Force Occupational Safety, Fire and Health Standards*

FAAO 7110.65, *Air Traffic Control*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AMC Form 97, AMC *In-Flight Emergency and Unusual Occurrence Worksheet*

FAA Form 7711-1, *Certificate of Waiver or Authorization*

Abbreviations and Acronyms

AAFM—Assistant Airfield Manage

AF—Air Force

AFI—Air Force Instruction

AFM—Airfield Manager

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AGE—Aerospace Ground Equipment

AGL—Above Ground Level

AHAS—Avian Hazard Advisory System

AICUZ—Air Installation Compatibility Use Zone

AISR—Aeronautical Information System Replacement

ALSF—Approach Lighting System

AMOPS—Airfield Management Operations

AOB—Airfield Operations Board

AOM—Airfield Operations Manager

ASR—Airport Surveillance Radar

ATC—Air Traffic Control

ATCT—Air Traffic Control Tower

ATIS—Automatic Terminal Information System

AW—(910) Airlift Wing

AW/CC—Commander, 910 Airlift Wing

AWI—Air Wing Instruction

BAM—Bird Avoidance Model

BASH—Bird Aircraft Strike Hazard Program

BDOC—Base Defense Operation Center

BI—(Local) Base Instruction

BWC—Bird Watch Condition

CAT—(Military) Crisis Action Team

CC—Commander

CMA—Controlled Movement Area

CP—(910AW) Command Post

DME—Distance Measuring Equipment

DO—Director of Operations

DOD—Department of Defense

DV—Distinguished Visitor(s)

DZ—Drop Zone

ELT—Emergency Locator Transmitter

EOC—Emergency Operations Center

ETA—Estimated Time of Arrival

FAA—Federal Aviation Administration

FAAO—Federal Aviation Administration Order

FBO—(Local) Fixed Base Operator

FICON—Field Condition

FLIP—Flight Information Publication

FPCON—Force Protection Condition

GEOLOC—Geographic Location Code

HIRLS—High Intensity Runway Lights System

IAW—In accordance with

ICAO—International Civil Aviation Organization

IFR—Instrument Flight Rules

IP—Initial Point

IR—Infrared

LAIRCM—Large Aircraft Infrared Countermeasures

LOA—Letter of Agreement

LOM—Localizer outer Marker

LOP—Local Operating Procedure

LZ—Landing Zone

MALSR—Medium Intensity Lighting System

MOCC—Maintenance Operation Control Center

MSG—Mission Support Group

MSL—Mean Sea Level

NAVAIDS—Navigational Aids

NDB—Non-Directional Beacon

NM—Nautical Mile

NOTAM—Notices to Air Missions

NVD—Night Vision Device

OI—Operating Instruction
OG/CC—Commander, 910th Operations Group
OPLAN—Operations Plan
OPR—Office Primary Responsibility
OWS—Operational Weather Squadron
PAPI—Precision Approach Path Indicators
PAR—Precision Approach Radar
PCAS—Primary Crash Alarm System
PCN—Pavement Classification Number
PPR—Prior Permission Required
PWS—Performance Work Statement
RAPCON—Radar Approach Control
RCR—Runway Condition Reading
RDS—Records Disposition Schedule
REIL—Runway End Identifier Lights
RSA—Random Shallow Approach
RSC—Runway Surface Condition
RSRS—Reduced Same Runway Separation
RSTA—Random Steep Approach
RVR—Runway Visual Range
SCN—Secondary Crash Net
SFL—Sequenced Flashing Lights
SOF—(Military) Supervisor of Flying
SOP—Standard Operating Procedure
TRACON—Terminal Radar Approach Control
TRSA—Terminal Radar Service Area
TSA—Transportation Security Administration
UTA—Unit Training Assembly
VFR—Visual Flight Rules
VORTAC—Very High Frequency Omni Directional Radio Range
WRPA—Western Reserve Port Authority
WX—Weather

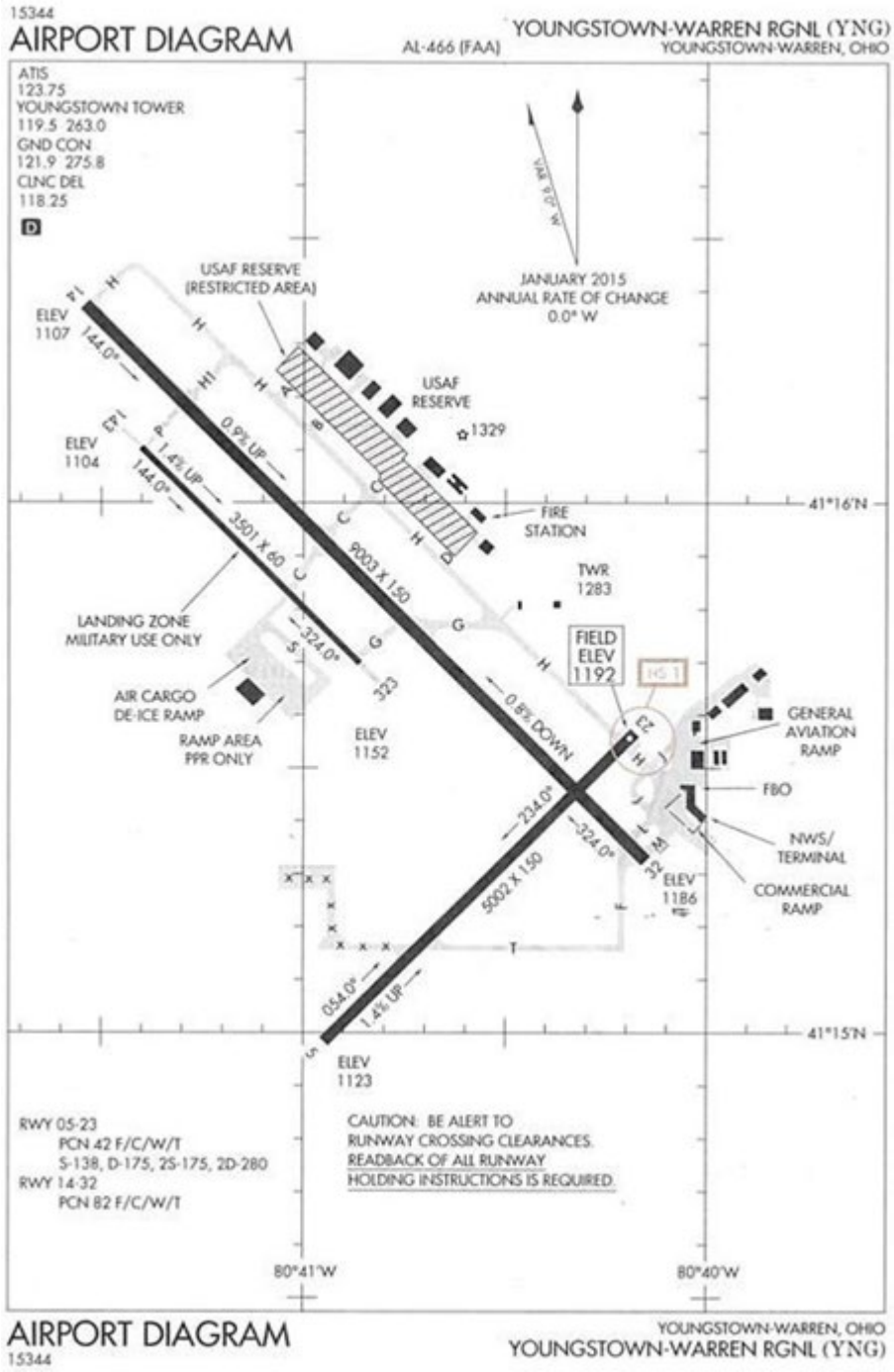
YARS—Youngstown Air Reserve Station

YWRA—Youngstown-Warren Regional Airport

Attachment 2

AIRPORT DIAGRAM

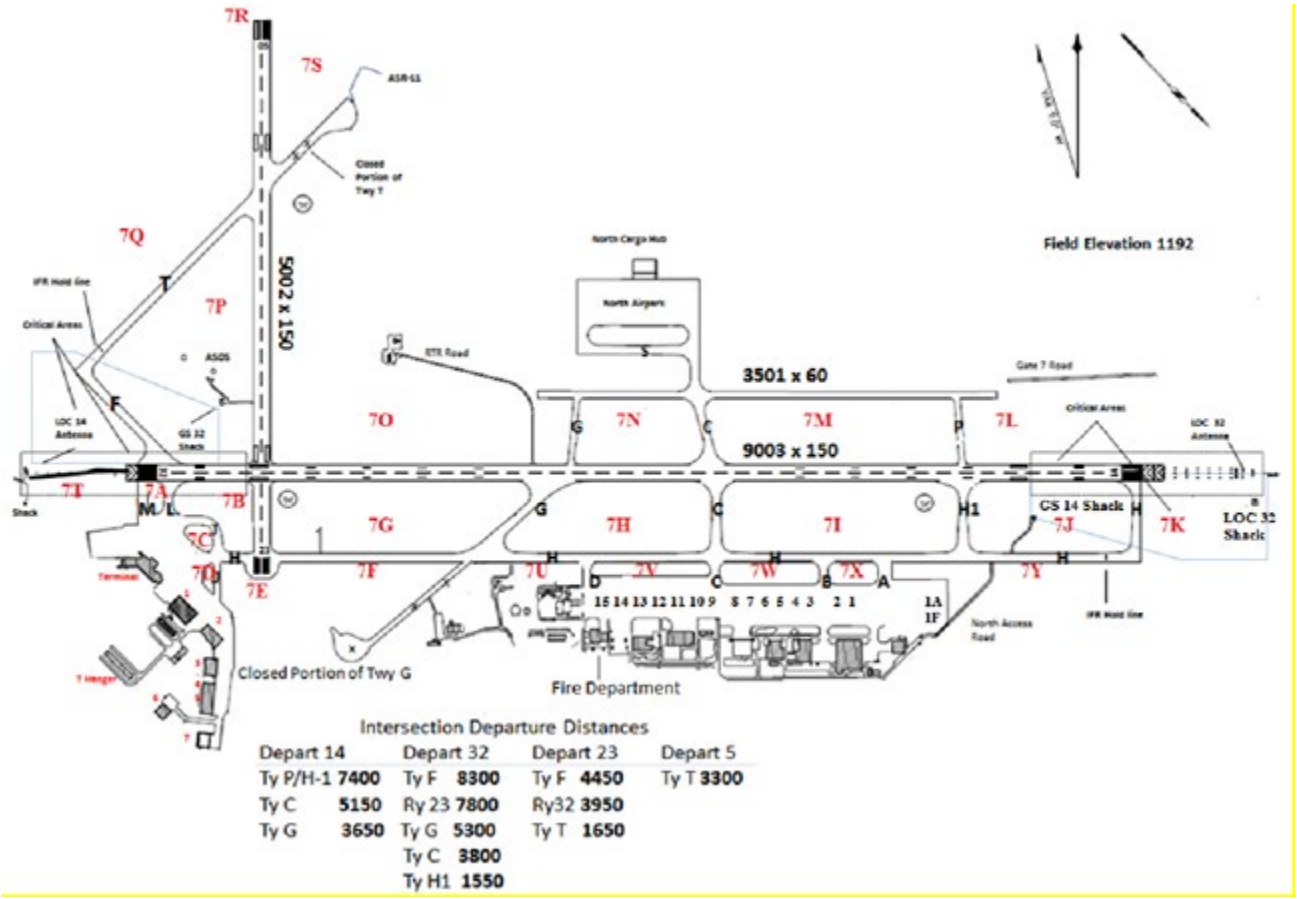
Figure A2.1. Airport Diagram.



Attachment 3

INTERSECTION DEPARTURES AND CRITICAL AREAS

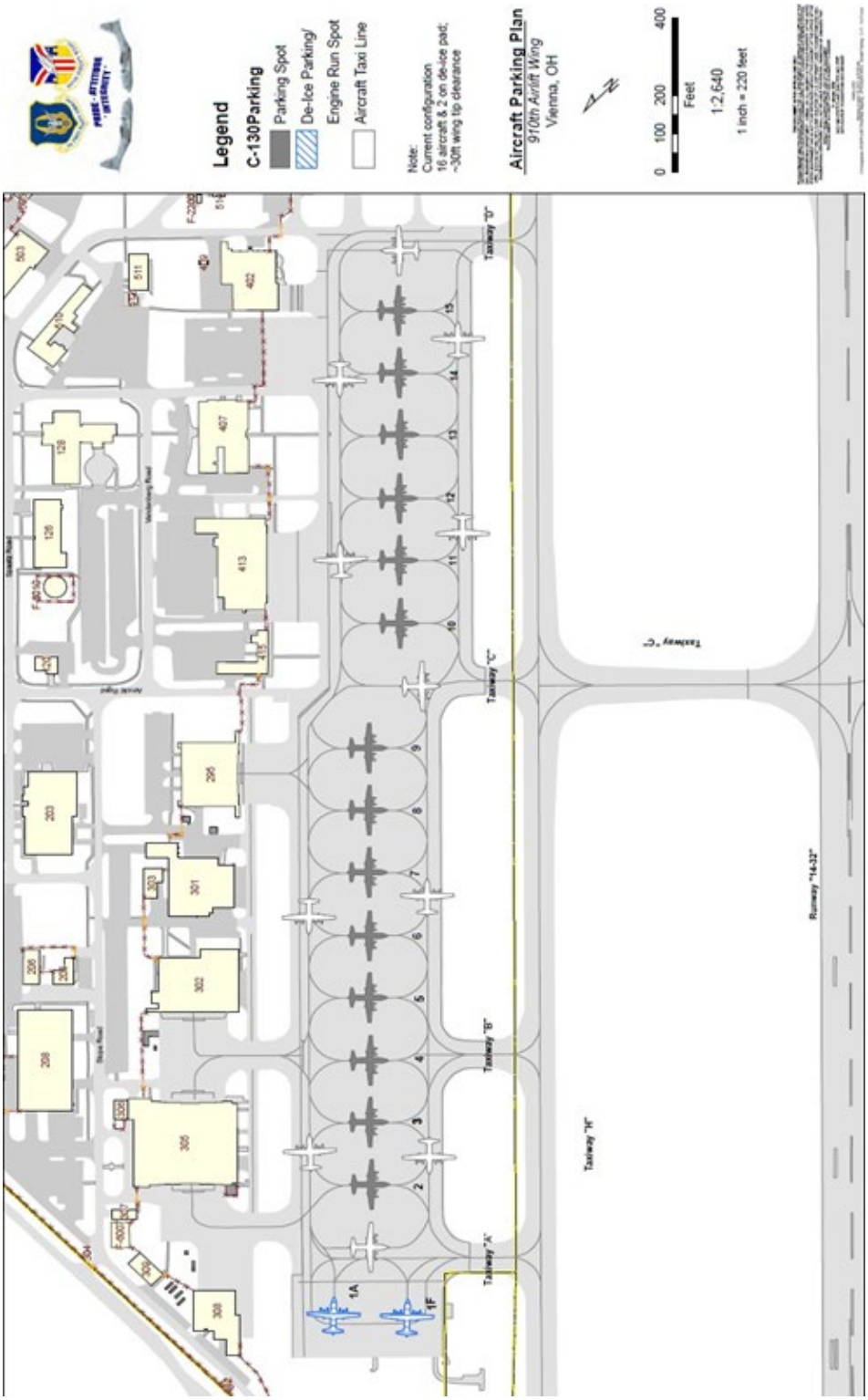
Figure A3.1. Intersection Departures and Critical Areas.



Attachment 4

C-130 APRON PARKING RAMP

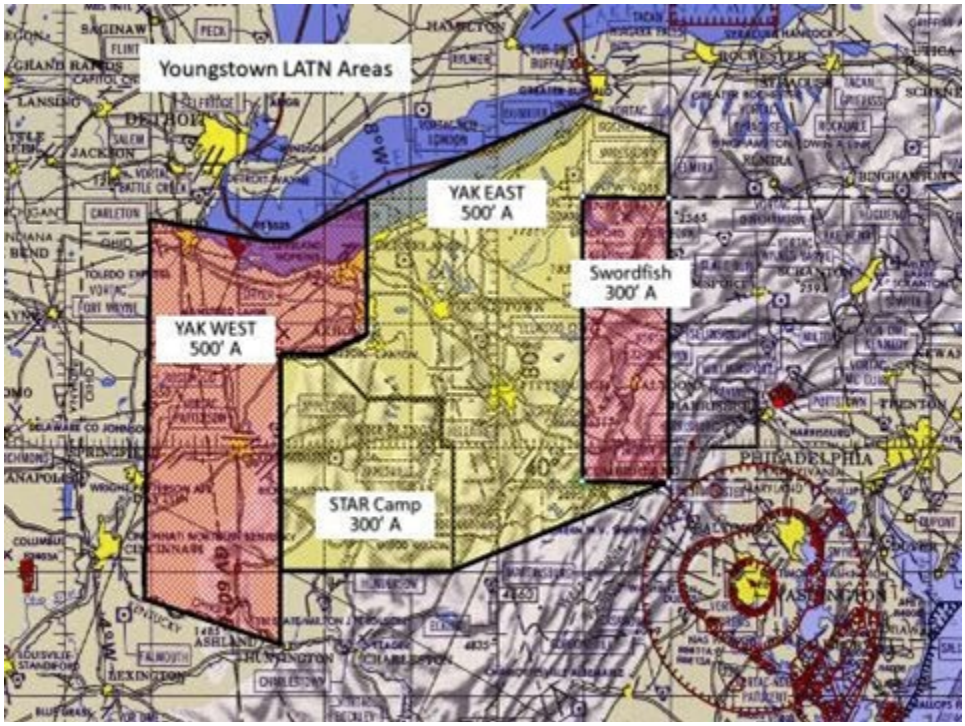
Figure A4.1. C-130 APRON PARKING RAMP.



Attachment 5

TRAINING AREA FLIGHT MAP

Figure A5.1. Training Area Flight Map.



A5.1. YAK WEST LATN AREA: Overlies most of central Ohio and a portion of Southern Michigan. The following coordinates outline the west area. N41-50 W84-00, N41-40 W82-41, N41-40 W82-24, N42-00 W81-30, N40-55 W81-30, N40-45 W82-00, N 40-45 W82-30, W82-30 south to the Ohio River, Ohio River west to W84-00.

A5.2. YAK EAST LATN AREA: Overlies most of eastern Ohio, western Pennsylvania, southwestern New York, western Maryland, and northeastern West Virginia. The following coordinates outline the east area. N42-00 W81-30, N42-45 W79-00, N42-30 W78-00, N39-43 W78-00, N39-00 W80-30, N 39-00 W82-30, N40-45 W82-30, N40-45 W82-00, N40-55 W81-30.

A5.3. STAR CAMP LATN AREA: Overlies Southeastern Ohio and northern West Virginia. The following coordinates outline the Star Camp area. N40-45 W82-00, N40-23 W81-30, N40-23 east to the Ohio River, Ohio River south to N40-00, N40-00 W80-30, N39-00 W80-30, N39-00 W82-30, N40-45 W82-30.

A5.4. SWORDFISH LATN AREA: Overlies most of central Pennsylvania. The following coordinates outline the Swordfish area: N42-00 W79-00, N42-00 W078-00, N39-43 W078-00, N39-43 W079-00

Attachment 6

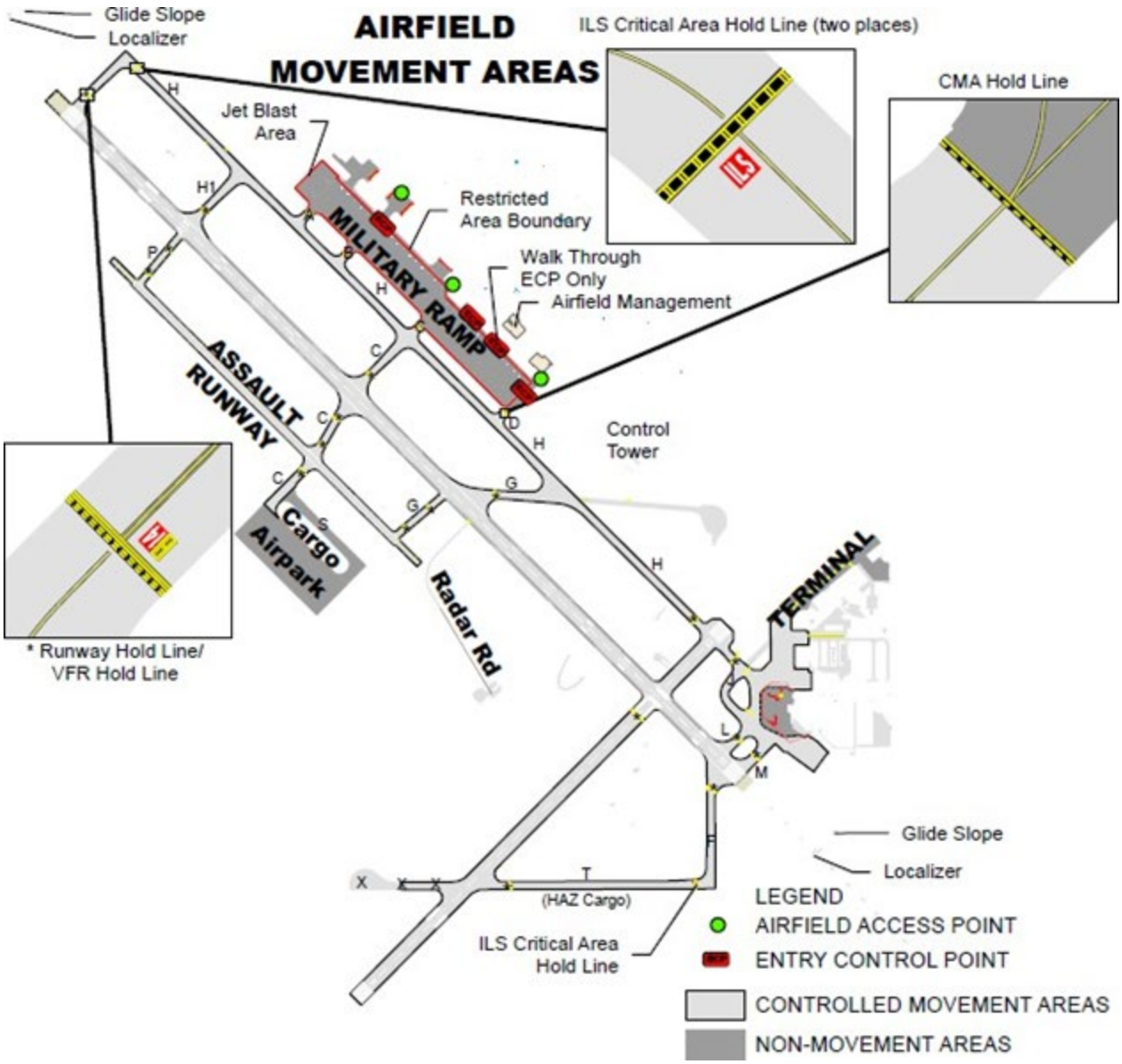
FUEL JETTISON AREA MAP

Figure A6.1. Fuel Jettison Area Map.

Attachment 7

CONTROLLED MOVEMENT AREAS (CMA)

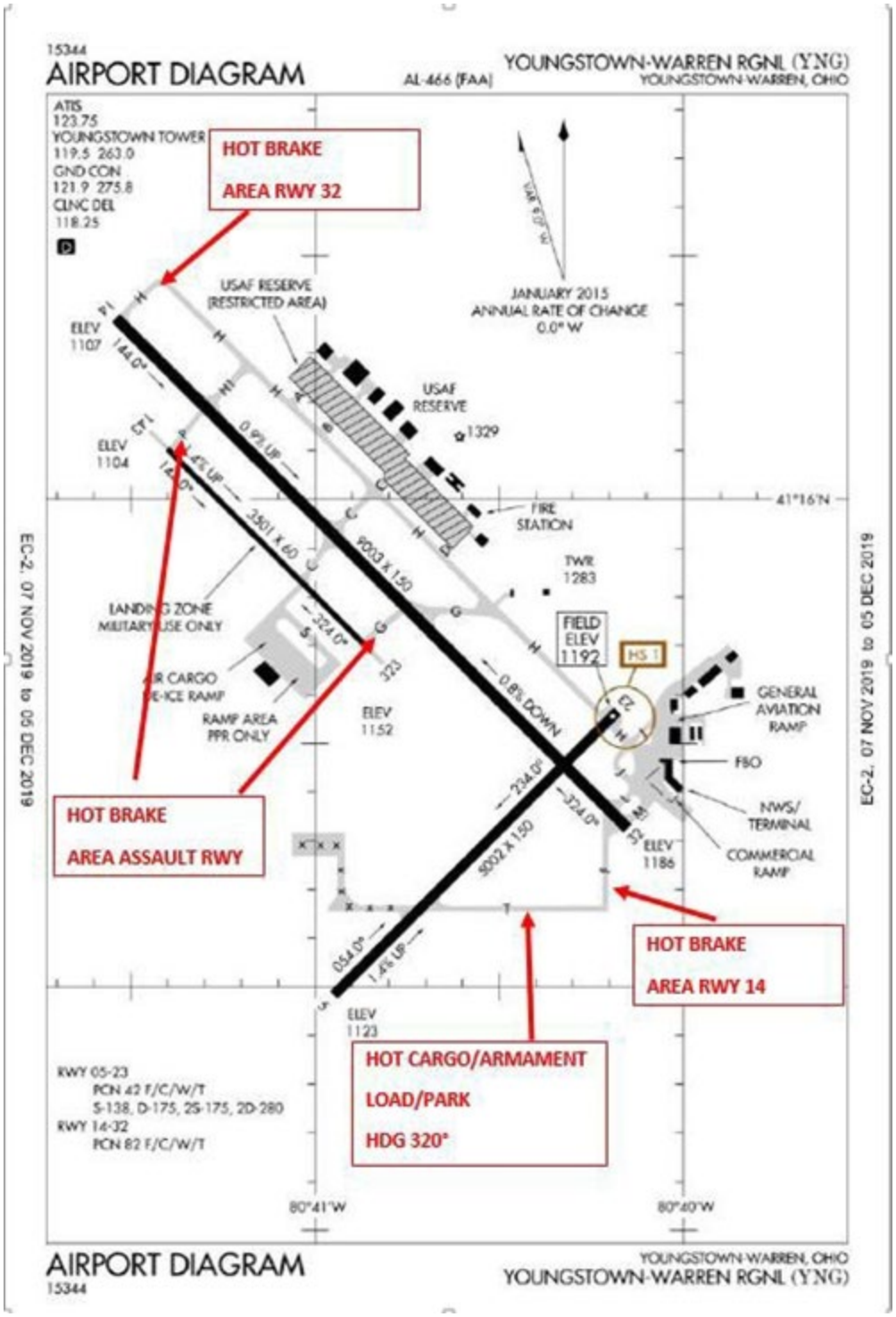
Figure A7.1. Controlled Movement Areas (CMA).



Attachment 8

HOT BRAKE AREA(S)

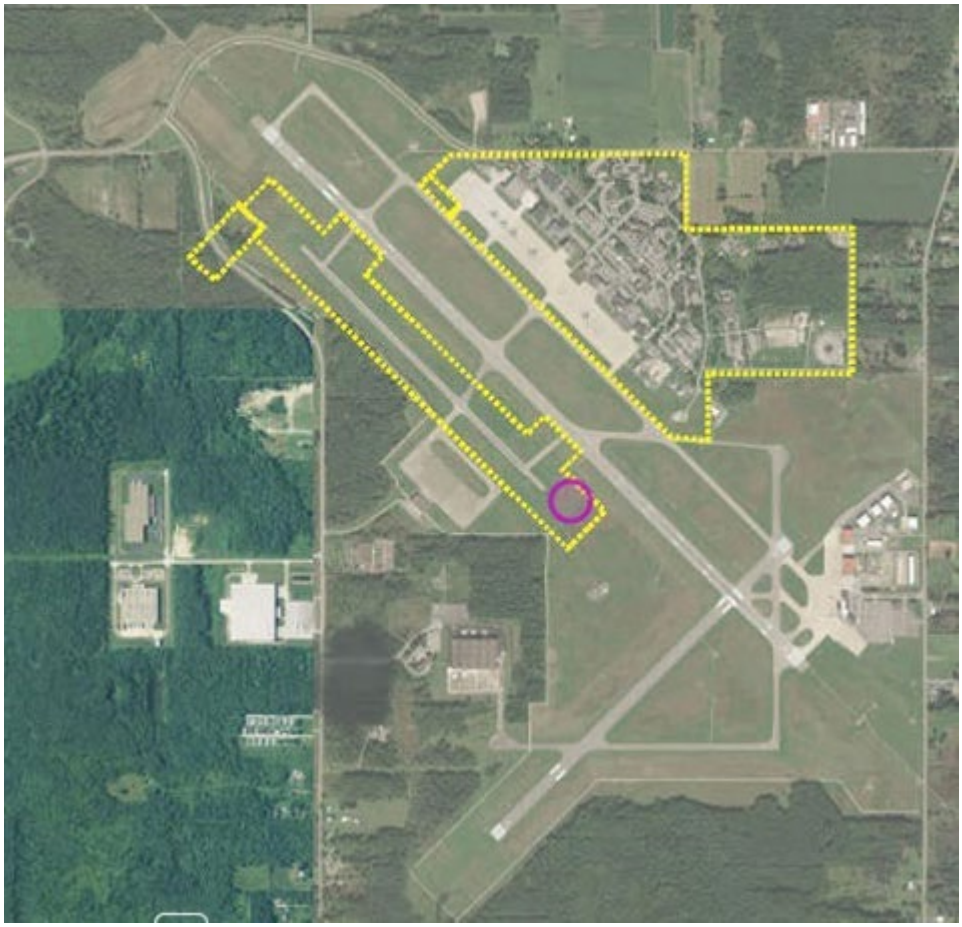
Figure A8.1. Hot Brake Area(s).



Attachment 9

910 AIR RESERVE STATION BOUNDARY & MAINTAINED AREAS

Figure A9.1. 910 Air Reserve Station Boundary & Maintained Areas.



Attachment 10

AUTHORIZED PART 107 UAS MAXIMUM ALTITUDE AREAS

Figure A10.1. Authorized Part 107 UAS Maximum Altitude Areas.