

**BY ORDER OF THE COMMANDER
934TH AIRLIFT WING**

**934 AIRLIFT WING INSTRUCTION
21-108**



16 SEPTEMBER 2022

Maintenance

**CHAFF, FLARE, AND DECOY
LOADING PROCEDURES AND
TRAINING REQUIREMENTS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 934 MXG/MXQ

Certified by: 934 MXG/CC
(Col Kenneth N. Rose)

Supersedes: 934AWI21-108, 8 June 2018

Pages: 5

This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance* and expands on guidance in Air Force Instruction (AFI) 21-101, Air Force Reserve Command (AFRC) Supplement, *Aircraft and Equipment Maintenance Management*, setting policy and establishing procedures for the Aircraft Defensive Systems Loading Program. It applies to all personnel under the functional control of the Maintenance Group Commander (MXG/CC). 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 Forms 847 through appropriate chain of command. 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 Systems (AFRIMS) *Records Disposition Schedule* (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>.

SUMMARY OF CHANGES

This document has been substantially changed and must be reviewed in its entirety.

1. Responsibilities. Responsibilities and appointment of the Weapons Task Qualification Manager (WTQM) is laid out in AFI 21-101 AFRC Supplement. This Instruction is local policy for Aircraft Defensive Systems Loading Program compliance.

2. Personnel limits during loading of munitions on aircraft are:

- 2.1. Load Team Supervisor – 1
- 2.2. Load Team Member (Workers) – 2
 - 2.2.1. Load team members may be increased to 4 for load training recertification.
- 2.3. Casuals – 2
- 2.4. Munitions personnel – 2
- 2.5. Minimum load team requirements:
 - 2.5.1. Load Team Supervisor – 1
 - 2.5.2. Load Team Member – 1

3. Explosive Limits.

- 3.1. The local explosive limits for quantities on hand, by Hazard Class/Division (HC/D) are as follows:
 - 3.1.1. HC/D 1.1 – None
 - 3.1.2. HC/D 1.2.1 – None
 - 3.1.3. HC/D 1.2.2 – None
 - 3.1.4. HC/D 1.2.3 – None
 - 3.1.5. HC/D 1.3 G – 70 pounds Net Explosive Weight (NEW)
 - 3.1.6. HC/D 1.4 S– Mission Essential Quantities

4. Exact locations of operation applicable to this Instruction:

- 4.1. All 934th Airlift Wing designated flight line aircraft parking spots.

5. Safety requirements during loading operations:

- 5.1. Immediately report to the supervisor any condition, equipment, personnel or material considered unsafe.
- 5.2. All personnel authorized to handle explosives will be required by their supervisors to read, understand and comply with the requirements set forth in this Instruction.
- 5.3. All personnel working with munitions will receive explosive safety training not to exceed a 15 month interval.
- 5.4. No one will enter the munitions loading area without prior Load Team Supervisor approval.
- 5.5. Four traffic cones will be utilized during loading operations: one each will be placed at the nose, both wing tips, and tail of the aircraft. Attached to the cones will be a sign that reads, “Danger Explosives Keep Out”, or equivalent verbiage.
- 5.6. All non-load team personnel will remain outside the “Safety Cone Perimeter”. This perimeter also include the Munitions trailer.
- 5.7. No special personal protective equipment is required.

6. Emergency actions and abnormal conditions when working on the flightline with munitions:

6.1. For fire: follow the EMERGENCY PROCEDURES in TO 1C-130A-33-1-2CL-9 *Checklist, Nonnuclear Munitions Loading Procedures Countermeasures Dispensing Set AN/ALE-47*. Radio or call the Maintenance Operations Center (MOC) at 713-1328. Evacuate to the required distance in front of aircraft and perform a head count.

6.2. Procedures for dropped munitions: If any chaff, flare, or decoy is dropped during loading from a height of more than three feet, it is considered unserviceable for use. Immediately report it to the Munitions section at 713-1679 and call the 934AW/SEW (Weapons Safety Office) at 713-1236 for an explosives mishap report.

6.3. For abnormal events not covered by technical data: In the case of an abnormal condition other than an emergency, stop the operation and contact the section supervisor who will then determine an appropriate course of action for the situation. An abnormal condition is a condition other than an emergency, which is not covered elsewhere but warrants further consideration to determine if other additional actions are necessary to ensure a safe operation. Ensure 934AW/SE is informed of these situations.

6.4. Procedures for Hung Flare, Burn in place, Partial ejection or any other perceived hazards after flight; when a flare abnormality is discovered:

6.4.1. Shut down all Aerospace Ground Equipment within the vicinity of the aircraft.

6.4.2. All personnel will evacuate the area a minimum of 300 feet, 600 feet for burning flares.

6.4.3. Contact the MOC with location and tail number. The MOC will run appropriate Accident/Incident Checklist.

7. Load Team Training:

7.1. Only fully trained/certified Weapons Task Qualification Crew (WTQC) members and the WTQM may perform academic and practical load team training.

7.2. All load training and certification will be documented by the WTQM in G081 or ARCNet.

7.3. An individual must be in a qualified status before participating as a Load Team Member or Supervisor.

7.4. Any casual observer must be familiar with/received Aircraft Explosive Awareness Training.

7.5. The WTQM will update all training when there are changes to Technical Data or directives and determine if immediate rectification of all Load Team Members is required.

7.6. The WTQM will review all training materials annually.

7.7. All training curriculum and course materials will be kept by the WTQM in the Load Team Training Folder.

7.8. All WTQCs that are appointed by the WTQM and documented in the Load Team Training Folder.

7.9. WTQCs and WTQM may decertify load team members when conditions arise that warrant such actions.

8. Local Procedures:

8.1. ADDITIONAL EQUIPMENT needed for all upload/download procedures:

8.1.1. Four Safety Cones, properly placarded

8.1.2. Radio, to communicate with the MOC

8.2. TASKS:

8.2.1. Place cones around aircraft prior to uploading and downloading, even if Large Aircraft Infrared Counter Measure (LAIRCM) is not installed.

8.2.2. Contact the MOC via radio to inform them that munitions loading/unloading is being started, include your location on the flightline. **Warning:** 10 foot minimum separation will be maintained from loaded munitions and 25 foot minimum separation will be maintained from unloaded munitions when transmitting on the radio.

8.2.3. The Load Team Supervisor will perform the Safety Briefing required by TO 1C-130A-33-1-2CL-9. **Note:** All personnel must receive this briefing prior to entering the Coned-off Munitions Loading Area.

8.2.4. Refer to TO 1C-130A-33-1-2, *Nonnuclear Munitions Loading Procedures Countermeasures Dispensing Set AN/ALE-47* or TO 1C-130A-33-1-2CL-9, *Checklist, Nonnuclear Munitions Loading Procedures Countermeasures Dispensing Set AN/ALE-47* for specific step-by-step uploading/downloading procedures.

8.2.5. Contact the MOC via radio to inform them when munitions operations are completed.

CHRISTOPHER L. LAY, Colonel, USAF
Commander

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

AFI 21-101, AFRC Supplement, *Aircraft and Equipment Maintenance Management*, 13 August 2020

DAFI 90-160, *Publications and Forms Management*, 13 April 2022

AFPD 21-1, *Maintenance of Military Materiel*, 31 July 2018

TO 1C-130A-33-1-2, *Nonnuclear Munitions Loading Procedures*, 15 September 2019

TO 1C-130A-33-1-2CL-9, *Nonnuclear Munitions Loading Procedures*, 15 September 2019

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFRC—Air Force Reserve Command

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

G081—Maintenance Information System

LAIRCM—Large Aircraft Infrared Counter Measure

MOC—Maintenance Operations Center

MXG—Maintenance Group

OPR—Office of Primary Responsibility

TO—Technical Order

QA—Quality Assurance

WTQM—Weapons Task Qualification Manager

WTQC—Weapons Task Qualification Crew