

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

**934 AIRLIFT WING INSTRUCTION  
21-113**



**3 SEPTEMBER 2024**

**Maintenance**

**CRASH, DAMAGED, OR DISABLED  
AIRCRAFT RECOVERY (CDDAR)**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**ACCESSIBILITY:** Publications and forms are available on the e-Publishing website at [www.e-Publishing.af.mil](http://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 MSG/CC  
(Colonel Christopher D. Mazzey)

Supersedes: 934AWI21-113, 26 October 2020

Pages: 8

---

This instruction implements Air Force Policy Directive (AFPD) 21-1, Maintenance of Military Materiel and complies with the requirements levied by Air Force Instruction (AFI) 21-101 AFRC Supplement, Aircraft and Equipment Maintenance Management, and AFI 10-2501, Air Force Emergency Management Program. This Airlift Wing Instruction (AWI) assigns responsibilities and outlines procedures for implementing an effective Crash, Damaged or Disabled Aircraft Recovery (CDDAR) program. This AWI is applicable to all personnel under the functional control of the 934th Airlift Wing Commander. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, Recommendation for Change of Publication; route AF Forms 847 from the field through the appropriate chain of command. Requests for waivers must be submitted to the OPR listed above for consideration and approval. Ensure that all records created 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). The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

## ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. Changes include [Attachment 2](#) Crash Recovery Superintendents contact numbers.

### **1. General.**

1.1. This publication provides local guidance for aircraft recovery/removal in the event of crashed/disabled aircraft. The CDDAR program is designed to recover a crash, damaged or disabled aircraft in a minimum amount of time, with consideration given to the requirements of opening runways for operational use, preventing secondary damage to the aircraft, and preserving evidence for mishap or accident investigation.

1.2. Minneapolis-St. Paul International Airport Air Reserve Station (MSP ARS) Installation Emergency Management Plan (IEMP) 10-2 and Airport Joint Use Agreement (AJUA) will be utilized for related response requirements.

### **2. Roles and Responsibilities.**

2.1. The Incident Commander (IC), as determined by Technical Order (TO) 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual* and AFI 10-2501, *Air Force Emergency Management Program* is the person in charge at incident until all emergency response actions are completed. Transfer of command to recovery organizations (to include the CDDAR Team Chief) will occur after the hazard mitigation is complete:

2.2. The Emergency Operations Center (EOC), under the authority of the EOC Director, develops a recovery plan, which will be approved by the IC before it is implemented.

2.3. Unit commanders will be familiar with the MSP ARS IEMP 10-2 and AJUA. They will ensure requirements levied on personnel and/or equipment within their unit is achieved to meet CDDAR operational needs.

2.3.1. The 934th Maintenance Group (MXG) Commander or designated representative will:

2.3.1.1. Be the point of contact for Aircraft Maintenance.

2.3.1.2. Ensure ground maintenance does not begin until advised by Bioenvironmental Engineer (BEE) on the hazards, protective equipment and procedures required for the recovery operation are established.

2.3.1.3. Respond accordingly with requests to obtain weapons system-specific hazardous information pertaining to the mission design series aircraft involved in mishaps and provide such information to the IC or Senior Fire-Fighting Official (SFO) on an as-needed basis.

2.3.1.4. Direct the acquisition and use of necessary aircraft maintenance related equipment to support all phases of the accident response and recovery.

2.3.1.5. Ensure all aircraft Air Force Technical Order (AFTO) Form 781, ARMS Aircrew/ Mission Flight Data Document series forms, electronic records (G081/MIS), servicing equipment, and personnel training records are impounded upon notification of an accident/mishap.

2.3.1.6. Provide aircraft weight and balance program support to the CDDAR team chief, as requested.

2.4. The 934AW Civil Engineering Squadron (CES) ensures:

2.4.1. Civil Engineering Environmental Management (CEV) and 934AW Bioenvironmental Engineering (SGPB) provide advice to the EOC and IC of hazardous material handling procedures.

2.4.2. Capability for mitigation of crash-related hazardous materials releases at Minneapolis-St. Paul International Airport will be maintained through the existing AJUA with Metropolitan Airports Commission. For hazardous materials releases from crashes occurring at locations other than the airport, mitigation capability will be maintained through blanket purchase agreements (BPAs), established for CE by 934<sup>th</sup> Air Wing Contracting Office (934CONF), with local commercial firms offering Hazardous Materials response services.

2.4.3. Post-mitigation clean-up and disposal of hazardous materials, either on or off airport property, will be performed by local commercial Hazardous Materials response service providers, through the BPAs established for CE by 934CONF.

2.4.4. Explosive Ordnances Disposal (EOD) support is provided as required for issues involving aircraft containing explosives-related hazards.

2.4.4.1. EOD will provide evaluation, diagnosis, render safe, recovery, and final disposal of conventional munitions involved in an aircraft accident/incident.

2.4.4.2. EOD personnel must be present during any entry to the crash site by DoD agencies until all explosive hazards have been rendered safe or removed from the accident site.

2.4.5. The SGPB Bioenvironmental Engineer (BEE) will:

2.4.5.1. Advise the EOC Director and IC on the type(s) of personal protective equipment (PPE) required to perform recovery of an aircraft containing composite/hazardous materials from the BEE recommended procedures list and TO 00-80C-1.

2.4.5.2. Provide occupational health guidance to CDDAR Team Chief concerning tasks involving HAZMAT to help protect team members and prevent or eliminate any possible health hazards.

2.4.5.3. Be available during crash recovery operations to provide exposure monitoring of personnel involved in CDDAR and clean-up operations; to include respirator fit testing, heavy metal testing or other necessary evaluations.

2.5. The 934AW Safety Office (AW/SE) will:

2.5.1. Advise the IC and EOC Director of safety hazards and concerns to ensure safe aircraft recovery operations; provide CDDAR team chiefs with assistance and guidance in obtaining resources as needed to rectify unsafe conditions.

2.5.2. When EOD is unavailable, 934AW/SE will coordinate with the Aircraft Maintenance Representative for acquiring 934MXG munitions personnel to accomplish munitions related support.

2.6. Search and Recovery: 934AW Mortuary Affairs Officer responsibilities are outlined in the installation disaster plan.

2.7. The CDDAR team chiefs will:

2.7.1. Be listed on the Special Certification Roster (SCR), the base emergency and mobilization rosters for contact after normal duty hours.

2.7.2. Ensure the CDDAR equipment is listed, maintained and prepared to rapidly deploy crash recovery equipment and personnel for aircraft as directed by HQ AFRC/LGRC.

2.7.3. Direct and coordinate all CDDAR operations as instructed by the IC or EOC. The IC or EOC will contact the CDDAR Team Chief when incident area is safe for recovery operations to begin. The CDDAR Team Chief will complete the Crashed, Damaged, or Disabled Aircraft Recovery Team Chief Checklist.

2.7.4. Report to the assembly area (with the required team members), as determined by the CDDAR Team Chief.

2.8. The 934 MXG Maintenance Operations Center (MOC) will:

2.8.1. Act as the Unit Control Center (UCC) for the 934 MXG and accomplish all telecommunications necessary to support the recovery operations.

2.8.2. Maintain an events log of all pertinent and significant facts/events that take place during CDDAR operations.

2.8.3. Contact the 27th Aerial Port Squadron to provide an All-Terrain Forklift and driver when requested.

2.8.4. Contact the Base Fuels Office who will stand by to provide de-fueling vehicle(s) as directed by the IC.

2.9. The 934th Logistics Readiness Squadron (LRS) Vehicle Operations will provide the motor vehicles necessary to transport the CDDAR trailers as directed by the EOC.

2.9.1. In the event 934LRS is unable to support requested vehicles, utilize Memorandum of Agreement with 210th Engineering Installation Squadron for vehicle procurement. (See [Attachment 2](#) for contact information).

2.9.2. In the event of an off-base accident/incident, Vehicle Operations support may be requested through the EOC to provide transport of the CDDAR team and equipment to the site if a qualified operator is available.

2.9.3. When a crane is required and organic crane is not available, CDDAR team chief will work with the 934<sup>th</sup> Contracting office to procure crane services. See contact list for local area crane company on [Attachment 2](#).

### 3. Requirements.

3.1. A minimum initial response CDDAR Team will consist of the CDDAR Team Chief and six team members with all or some possessing the following certifications: flight line driver's

license (minimum two) and forklift driver's license (minimum one) and Tow Supervisor qualified (minimum one).

3.2. The recovery team at a minimum will consist of a CDDAR Team Chief and a team of personnel based upon condition of aircraft and environment. See current Letter of Delegation for CDDAR Members in continuity book.

3.3. Lifting equipment, PPE, and CDDAR tools/consumables are contained in the CDDAR Trailer and two each Internal Slingable container Unit (ISU) -90's. Additional tools that may be needed are listed in TO 00-80C-1, Chapter 5. Contact HQ 22AF/A4M for assistance with obtaining additional needed equipment not on hand.

#### **4. Transient Aircraft Responsibilities:**

4.1. CDDAR equipment on station is limited to assigned home station airframe. The 934 MXG/CC will ensure additional special equipment and unique requirements for transient aircraft is obtained from applicable sources as directed by HQ AFRC/A4MY.

4.2. CDDAR team chief will notify MOC to contact owning organization to obtain necessary expertise and guidance from appropriate sources (For Headquarters AMC transient aircraft, MOC will contact the home base through HQAMC/XOCL at DSN 229-1963). Transient aircraft home bases and BEE must be contacted to determine composite material risks and requirements for PPE. All team members will be briefed on special requirements/health and safety concerns associated with transient aircraft recovery.

4.3. All base organizations will provide assistance with transient aircraft (including civilian aircraft) recovery operations as directed.

4.4. CDDAR support for Geographically Separate Units will be provided as required.

#### **5. Support for CDDAR and contact after Normal Duty Hours:**

5.1. During non-duty hours, all CDDAR team members will report to the base immediately upon notification. The CDDAR Team Chief may request additional maintenance personnel support, as needed, by contacting the 934 MXG/CC.

5.2. CDDAR Team Chief will request through the EOC to contact 934 LRS/LGRDDO Vehicle Operations Supervisor, for driver and tractor support for the CDDAR Trailer.

SAMUEL J. KRAEMER, Colonel, USAF  
Commander

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

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

DAFI 21-101 AFRC Supplement, *Aircraft and Equipment Maintenance Management*, 1 June 2023

AFI 10-2501 AFRC Supplement, *Air Force Emergency Management Program*, 16 October 2023

AFMAN 33-322, *Records Management and Information Governance Program*, 28 July 2021

MSP ARS IEMP 10-2, *Installation Emergency Management Plan*, 16 November 2021

TO 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual*, 21 June 2023

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*, 14 April 2022

***Abbreviations and Acronyms***

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFTO**—Air Force Technical Order

**AJUA**—Airport Joint Use Agreement

**AW/SE**—Airlift Wing Safety Office

**AWI**—Airlift Wing Instruction

**BEE**—Bioenvironmental Engineer

**CDDAR**—Crash, Damaged, or Disabled Aircraft Recovery

**IEMP**—Installation Emergency Management Plan

**EOC**—Emergency Operations Center

**EOD**—Explosive Ordnance Disposal

**HAZMAT**—Hazardous Material

**IC**—Incident Commander

**ISU-90**—Internal Slingable container Unit

**LRS**—Logistics Readiness Squadron

**LRS/LGRV**—Vehicle Maintenance

**MOC**—Maintenance Operations Center

**MSP ARS**—Minneapolis-St. Paul Air Reserve Station

**MXG**—Maintenance Group

**MXQ**—Maintenance Quality Assurance  
**OCR**—Office of Corollary Responsibility  
**OPR**—Office of Primary Responsibility  
**PPE**—Personal Protective Equipment  
**RDS**—Records Disposition Schedule  
**SCR**—Special Certification Roster  
**SFO**—Senior Fire-Fighting Official  
**TO**—Technical Order  
**UCC**—Unit Control Center

## Attachment 2

## POINT OF CONTACT LIST – KEY PERSONNEL AND RESOURCES

Figure A2.1. Point Of Contact List – Key Personnel And Resources.

<p><b>Crane Service:</b>  Twin Cities Transport &amp; Recovery, Inc. 1396  Concordia Ave. St. Paul, MN. 55104 Comm:  651-642-1446 Cell: 612-867-5554  Fax: 651-642-0010 www.tctr.us</p>
<p><b>Tow Vehicle Provider:</b>  210th Engineering Installation Squadron/SCLV MSgt.  Eric Bellefeuille, Comm 612-713-2116/2147</p>
<p><b>For AMC Aircraft:</b>  Tanker Airlift Control Center (TACC),  Scott AFB, IL. DSN: 779-0363 Comm: 800-247-6625</p>
<p><b>AFRC and ANG Crash Recovery Superintendents:</b>  A) HQ AFRC/A4MA: DSN: 497-1645/1627 Comm: 478-327-1645/1627  B) 4AF/A4M: DSN: 447-7617/7551 Comm: 951-655-7617/7551  C) 22AF/A4: DSN: 625-4535 Comm: 678-655-4535  D) 10AF/A4M: DSN: 739-3256 Comm: 817-782-3256</p>