

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

AIR FORCE INSTRUCTION 13-202

30 MAY 2019



Space, Missile, Command, and Control

OVERDUE AIRCRAFT

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Mr. Steven A. Ruehl)

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This instruction implements Air Force Policy Directive (AFPD) 13-2, *Air Traffic, Airfield, Airspace and Range Management*. It applies to all Regular Air Force (REGAF), Air National Guard and Air Force Reserve organizations (to include contracted locations) that administer procedures and/or facilities for overdue aircraft. It outlines responsibilities and establishes procedures for alerting agencies concerned with searching for overdue aircraft. This Air Force Instruction (AFI) may be supplemented at any level, however all supplements to include interim changes to previously approved supplements must be routed to Headquarters Air Force Flight Standards Agency, Director of Airfield Operations (HQ AFFSA/XA) for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. See [paragraph 1.2](#) for additional guidance concerning waivers to this instruction. 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 Disposition Schedule.

SUMMARY OF CHANGES

This document has substantially been revised and must be completely reviewed. Significant changes include: removal of non-essential acronyms and deletion of duplicated information from governing publications.

Chapter 1

GENERAL INFORMATION

1.1. Search and Rescue (SAR).

1.1.1. SAR is a lifesaving service provided through the combined efforts of the federal agencies signatory to the National SAR Plan, and the agencies responsible for SAR within each state. Operational resources are provided by the US Coast Guard, Department of Defense components, Civil Air Patrol, Coast Guard Auxiliary, State, county and local law enforcement, other public safety agencies, and private volunteer organizations. Services include search for missing aircraft, survival aid, rescue, and emergency medical help for the occupants after an accident site is located.

1.1.2. National Search and Rescue Plan. By federal interagency agreement, the National Search and Rescue Plan provides for the effective use of all available facilities in all types of SAR missions. These facilities include aircraft, vessels, pararescue and ground rescue teams, and emergency radio fixing.

1.2. Waivers. Units must use Air Force Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*, to process waivers to this instruction. (T-1) Note: Major Command functional OPR coordination is required prior to submission to the appropriate Tier waiver approval authority. The requesting office unit commander must forward a copy of the approved waiver to the AFFSA/XA workflow (hqaffsa.xa@us.af.mil) for situational awareness and process improvement considerations within 10 days of approval. (T-1) Approved waivers become part of the approver's and requestor's official records and are appropriately filed in accordance with AFMAN 33-363.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Air Force Rescue Coordination Center. The Air Force Rescue Coordination Center operates 24 hours a day, 365 days a year and is located at Tyndall Air Force Base, Florida and assigned to the 1 AF (Air Forces Northern). As the United States' (US) search and rescue coordinator, the Air Force Rescue Coordination Center serves as the single agency responsible for coordinating on-land federal SAR activities in the 48 contiguous United States while also providing SAR assistance to Mexico and Canada.

2.2. 11th Alaska Rescue Coordination Center. The 11th Alaska Rescue Coordination Center operates 24 hours a day, 365 days a year and is located at Joint Base Elmendorf-Richardson. The 11th Alaska Rescue Coordination Center directly ties in to the Federal Aviation Administration's (FAA) alerting system and the US Mission Control Center. In addition to the Search and Rescue Satellite Aided Tracking information, the 11th Alaska Rescue Coordination Center computer system contains resource files that list federal, State and volunteer civilian organizations which can conduct or assist in SAR efforts throughout the State and neighboring regions. Additionally, the 11th Alaska Rescue Coordination Center may provide assistance in the prosecution of humanitarian SAR in Alaska, other countries, and to SAR agencies in other search and rescue regions if it does not conflict with Alaska Rescue Coordination Center's primary mission.

2.3. US Coast Guard. The US Coast Guard coordinates and conducts maritime SAR missions over coastal waters/inland throughout the contiguous United States and Alaska, Hawaii and Puerto Rico. US Coast Guard Rescue Coordination Centers are set up to cover specific geographic areas and act as command and coordination centers. The geographic areas of responsibility are divided among nine Coast Guard District commands and two Rescue Sub-Centers.

2.4. United States Mission Control Center. The United States Mission Control Center is operated by the National Oceanic and Atmospheric Administration and is located in Suitland, MD. The United States Mission Control Center serves as the US operational component of a multi-agency, multi-national program using Cosmicheskaya Sistema Poiska Avaryinyh Sudov/Search and Rescue Satellite Aided Tracking to detect and accurately position emergency signals from airplanes and ships in distress.

2.5. Civil Air Patrol. Civil Air Patrol can provide SAR mission coordinators, search aircraft, ground teams, personnel on alert status, and an extensive communications network. The Civil Air Patrol is the Air Force Rescue Coordination Center's primary air and ground resource in the inland area, especially for expanded searches.

2.6. Federal Aviation Administration (FAA). FAA through the Air Route Traffic Control Center and Flight Service Station monitor and flight follow aircraft in the inland area. In addition, FAA facilities initiate expanded communication actions outlined in FAA Order 7110.10, *Flight Services*.

2.6.1. Flight Service Station facilities serve as the central point for collecting and disseminating information on overdue or missing aircraft that are not on an Instrument Flight Rule flight plan.

2.6.2. Air Route Traffic Control Centers serve as the central points for collecting information, coordinating with SAR, and conducting a communications search by distributing any necessary Alert Notices concerning:

2.6.2.1. Overdue or missing Instrument Flight Rule aircraft.

2.6.2.2. Aircraft in an emergency situation occurring in their respective areas.

2.6.2.3. Aircraft on a combined Visual Flight Rule/Instrument Flight Rule or an air filed Instrument Flight Rule flight plan, and 30 minutes have passed since the pilot requested Instrument Flight Rule clearance, and neither communications nor radar contact can be established.

2.6.2.4. Overdue or missing aircraft, which have been authorized to operate in accordance with a Special Visual Flight Rule clearance.

2.7. Major Commands (MAJCOM). MAJCOMs are responsible for outside the continental United States regions and must publish region or theater-specific overdue aircraft procedures. National regulations or agreements adopted for United States Air Force use in overseas areas take precedence over this instruction; however, every effort should be made to conform to this instruction. Refer conflicting procedures to higher headquarters for review and direction. Include host nation procedures adopted for United States Air Force use in MAJCOM supplements or equivalent. **(T-0)**

2.8. Installation Commanders. Ensure wing/base level procedures are developed to notify appropriate agencies of an overdue aircraft. **(T-3)**

2.9. Airfield Operations personnel. Comply with and implement overdue aircraft procedures in this instruction. **(T-3)**

Chapter 3

OVERDUE AIRCRAFT ACTIONS

3.1. Initial Communication Search Actions.

3.1.1. **Destination Base.** The agency responsible for flight following aircraft at the destination base (*normally the host Airfield Management*) will accomplish the following actions to see if the aircraft has landed:

3.1.1.1. Contact the local Air Traffic Control facility. **(T-3)**

3.1.1.2. Contact departure location. **(T-3)**

3.1.1.3. Contact the destination tie-in Flight Service Station if responsible agency is in the Continental United States or Alaska. **(T-3)** In other areas, contact the Rescue Coordination Center. **(T-3)**

3.1.1.4. Contact the appropriate Air Route Traffic Control Center sectors. **(T-3)**

3.1.1.5. Initiate a ramp check. **(T-3)**

3.1.1.6. Check adjacent airports that could accommodate the aircraft. **(T-3)**

3.1.1.7. Transmit a QALQ (See [Attachment 2, Table A2.1 Q Signals](#)) for to the facility/sector that holds the flight plan if the communications search does not locate the aircraft, and the flight plan is not held by the destination station. **(T-3)** QALQ is used to solicit information that is not accessible. **Note:** If the flight plan information is already available to the destination tie-in facility/sector, QALQ is not required. The QALQ message text must begin with the contraction “QALQ” followed by the aircraft identification. **(T-0)**

EXAMPLE–

QALQ N12345.

3.1.1.8. Notify the Washington Communications Control Center immediately via Service B message addressed to KRWAYAYX for U.S. registered aircraft, or any aircraft known to be piloted by or transporting U.S. citizens and enroute within a foreign country or between two foreign countries when an overdue report is received either from someone directly concerned or from aviation authorities of a foreign country. **(T-0)**

3.1.1.9. Transmit a cancellation message to all recipients if the aircraft is located. **(T-3)**

EXAMPLE–

QALQ N4367V CNLD

3.1.2. **Departure Base.** Upon receipt of the QALQ message, the departure base must check for any information about the aircraft, and take the following actions:

3.1.2.1. Conduct a ramp check. **(T-3)**

3.1.2.2. Contact adjacent airports that could accommodate the aircraft. **(T-3)**

3.1.2.3. Contact the local Air Traffic Control facility. **(T-3)**

3.1.2.4. Provide follow-up information as applicable. **(T-3)**

3.1.2.5. Notify the destination facility if the aircraft is located. **(T-3)** This may be delivered via Service B message or recorded communications.

3.1.2.6. Transmit a message to the destination tie-in facility containing all information not previously sent if unable to obtain additional information. **(T-3)** Include any verbal or written remarks which could be pertinent to the search. **(T-3)**

EXAMPLE–

QALQ N4367V

[flight plan information]

[additional pertinent information]

3.2. Information Requests (INREQs). An INREQ is required if the reply to the QALQ is negative or the aircraft has not been located within 30 minutes after it becomes overdue, whichever occurs first.

3.2.1. Destination Base must take the following actions:

3.2.1.1. Declare the aircraft as officially overdue. **(T-3)**

3.2.1.2. Transmit a numbered Information Request message address to:

3.2.1.2.1. Flight Plan Originator. **(T-3)**

3.2.1.2.2. Departure base. **(T-3)**

3.2.1.2.3. Enroute Flight Service Station facilities (as applicable).

3.2.1.2.4. KSARYCYX (includes Rescue Coordination Center, Aeronautical Information System - Replacement facilities). **(T-3)** **Note:** Rescue Coordination Center does not have transmit capability. Acknowledgement is not required for messages to Rescue Coordination Center.

3.2.1.2.5. Enroute Air Route Traffic Control Centers. **(T-3)**

3.2.1.2.6. Departure tie-in facility. **(T-3)**

3.2.1.2.7. Other addresses as determined locally. **(T-3)**

3.2.1.3. Include the flight plan and any other pertinent information in the INREQ message which could assist in search activities. **(T-0)** Retrieve data from the history files, format the message, and transmit. **(T-0)** Provide the aircraft's last known position as the final item of the message. **(T-0)** The message text must begin with the contraction "INREQ," followed by the aircraft identification. **(T-0)**

EXAMPLE–

DCA001 (appropriate three-character identifiers)

INREQ N12345

[flight plan information]

[additional pertinent information]

3.2.1.4. Notify Cleveland Rescue Coordination Center via recorded telecommunications line if the departure airport, route of flight, destination airport or alternate airports are within 50 miles of the Great Lakes. **(T-0)**

3.2.1.5. Notify Honolulu Rescue Coordination Center via recorded telecommunications line if the flight is within their area of SAR coordination responsibility which includes Hawaii, U.S. Pacific Islands and waters of Central Pacific Ocean assigned by international convention (extending from as far as 6 degrees south to 40 degrees north latitude and as far as 110 west to 130 east longitude). **(T-0)**

3.2.1.6. Transmit additional information received in INREQ reply messages, as necessary, to all original addressees. **(T-0)**

3.2.1.7. Transmit a numbered cancellation message containing the location of the aircraft to all INREQ addresses and notify associated Air Traffic Control Tower facilities when the aircraft is located. **(T-0)** **Note:** Rescue Coordination Center does not have transmit capability therefore, acknowledgement is not required for messages.

3.2.2. Each base receiving the INREQ must the following actions:

3.2.2.1. Conduct a check of local flight traffic log/facility records for information regarding the aircraft. **(T-3)**

3.2.2.2. Check airports in the area and along the proposed route of flight that could accommodate the aircraft. **(T-3)**

3.2.2.3. Notify appropriate Air Traffic Control facilities. **(T-3)**

3.2.2.4. Conduct a ramp check. **(T-3)**

3.2.2.5. Reply to the INREQ within 1 hour of receipt with flight plan and other pertinent information. **(T-3)** If unable to complete the communications search within 1 hour, forward a status report followed by a final report when the search is complete

EXAMPLE–

HNL001 (appropriate three-character identifiers)

INREQ N1234A [status report]

HNL001 (appropriate three-character identifiers)

INREQ N1234A [final report]

3.2.2.6. Notify Cleveland Rescue Coordination Center via recorded telecommunications line if the INREQ indicates that the departure base, route of flight, destination base or alternate airfield are within 50 miles of the Great Lakes. **(T-0)**

3.2.2.7. For facilities that have any portion of their incoming calls and/or Service B diverted to another airfield, notify that facility of the INREQ. **(T-3)** The facility receiving diverted calls or Service B traffic must check their records and advise of any information or contact with the aircraft. **(T-3)**

3.2.3. Cancellation of INREQ. The INREQ originator must transmit a cancellation message containing the location of the aircraft to all INREQ addressees if the aircraft is located. **(T-0)** Notify associated Air Traffic Control facilities. **(T-0)**

EXAMPLE–

LOU001 (appropriate three-character identifiers)

INREQ N1234A CNLD LCTD BWG

3.3. Alert Notices (ALNOT).

3.3.1. Destination base must take the following actions:

3.3.1.1. Transmit ALNOT for negative INREQ replies, or if the aircraft cannot be located within 1 hour after transmission of the INREQ, whichever occurs first. **(T-0)** The destination station must transmit an ALNOT addressed to:

3.3.1.1.1. Flight Plan Originator (If other than Aeronautical Information System - Replacement). **(T-0)**

3.3.1.1.2. KSARYCYX (Includes Rescue Coordination Center and Aeronautical Information System - Replacement vendors). **(T-0)**

3.3.1.1.3. KXXXYAYX (appropriate Regional Operations Center). **(T-0)**

3.3.1.1.4. Air Route Traffic Control Center 50 miles either side of route. **(T-0)**

3.3.1.1.5. Departure tie-in facility, or the home base of the aircraft. **(T-0)**

3.3.1.1.6. Other addresses as determine locally. **(T-0)**

3.3.1.2. Expand the communications search area to that area extending 50 miles on either side of the proposed route of flight from the last reported position to the destination. **(T-0)** **Note:** The search area may be expanded to the maximum range of the aircraft at the request of the Rescue Coordination Center or by the destination station. **(T-0)**

3.3.1.3. Notify Cleveland Rescue Coordination Center via recorded telecommunications line when the departure airport, route of flight, destination airport, or alternate airports are within 50 miles of the Great Lakes. **(T-0)**

3.3.1.4. Include all information from the INREQ, plus any additional information received that could assist in search activities. **(T-3)** Provide the aircraft's last known position as the final item in the message. **(T-0)** The message text must begin with the contraction "ALNOT," followed by the aircraft identification. **(T-0)**

EXAMPLE-

ALNOT N12345

[flight plan information]

[additional pertinent information]

3.3.1.5. Call the Rescue Coordination Center within ten minutes of the ALNOT to ensure delivery and to answer any inquiries. **(T-0)**

3.3.1.6. Transmit additional information, as necessary, to all original addressees. **(T-3)**

3.3.2. Each base receiving an ALNOT shall:

3.3.2.1. Immediately conduct an expanded communications search of those airports which fall within the ALNOT search area that could accommodate the aircraft and that were not checked during the INREQ search. **(T-0)**

3.3.2.2. Notify the appropriate Air Traffic Control facilities. **(T-0)**

3.3.2.3. Request the appropriate law enforcement agency to check airports which cannot be contacted otherwise. **(T-3)**

3.3.2.4. Notify the originator within 1 hour after receipt of the ALNOT of the results or status of the communications search. **(T-0)** Transmit pertinent information, such as aircraft location or position report, to the destination station. **(T-0)**

EXAMPLE–

ALNOT N1962 [status report]

ALNOT N1962 [final report]

3.3.2.5. Request search assistance from aircraft traversing the search area. **(T-0)**

3.3.3. Reporting ALNOT status to Rescue Coordination Center. The destination station must call the Rescue Coordination Center with a status update if the expanded communications search fails to locate the aircraft, or if 1 hour has elapsed since ALNOT transmission, whichever occurs first. **(T-0)**

3.3.3.1. Provide Rescue Coordination Center with all pertinent information about the overdue aircraft not already provided in the ALNOT which will include:

3.3.3.1.1. Agency and the person calling. **(T-3)**

3.3.3.1.2. Details of the flight plan to include color of aircraft, Number of persons on board, fuel status (if known). **(T-0)** If the aircraft was not on a flight plan, include all the facts about the source of the report. **(T-0)**

3.3.3.1.3. Time the last radio transmission was received, by whom, and the frequency used. **(T-0)**

3.3.3.1.4. Last position report and how it was determined. **(T-0)**

3.3.3.1.5. Whether an Emergency Locator Transmitter signal was heard or reported along the route of flight. **(T-0)**

3.3.3.1.6. Action taken and the proposed action by the reporting base. **(T-3)**

3.3.3.1.7. Furnish positions of other aircraft known to be along or near the route of flight of the missing aircraft. **(T-0)**

3.3.3.1.8. Air Traffic Control Facility working aircraft and frequency. **(T-0)**

3.3.3.1.9. Other pertinent information. **(T-0)**

3.4. Cancellation of Alert Notice. The Alert Notice remains current until the aircraft is located or the search is suspended by the Rescue Coordination Center. The Alert Notice originator shall then transmit a cancellation message with the location of the aircraft, if appropriate, addressed to all recipients of the Alert Notice. **(T-0)** Each base shall notify all previously alerted facilities and agencies of the cancellation. **(T-0)**

EXAMPLE–

ALNOT N12345 CNLD ACFT LCTD JAX

ALNOT N1513B CNLD SEARCH SUSPENDED

3.5. Other SAR Actions. For other SAR Actions refer to FAA Order 7110.10, Chapter 8, Section 5.

3.6. Alaska Air Force Bases. Refer to Alaska Flight Service Information Area Group directives for additional information.

Table 3.1. Rescue Coordination Centers (RCC)

Air Force Rescue Coordination Center	
Tyndall AFB, Florida	
Commercial	850-283-5955
Wide-Area Telephone Service	800-851-3051
Defense Switch Network	312-523-5955
11th AKRCC/Alaska Rescue Coordination Center	
Joint Base Elmendorf-Richardson, Alaska	
Commercial	907-551-7230
Toll Free	1-800-420-7230
DSN	317-551-7230
Honolulu Joint Rescue Coordination Center	
HQ 14th CG District	
Commercial	(808) 535-3222
Toll Free	(800) 331-6176

MARK D. KELLY, Lt Gen, USAF
Deputy Chief of Staff, Operations

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

AFPD 13-2, *Air Traffic Control, Airfield, Airspace and Range Management*, 3 January 2019

AFI 33-360, *Publications and Forms Management*, 1 December 2015

AFMAN 33-363, *Management of Records*, 1 March 2008

FAA Order JO 7110.10, *Flight Services*, 12 September 2017

Forms Adopted

AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

ALNOT—Alert Notice

FAA—Federal Aviation Administration

INREQ—Information Request

OPR—Office of Primary Responsibility

SAR—Search and Rescue

MAJCOM—Major Command

RCC—Rescue Coordination Center

US—United States

USAF—United States Air Force

Terms

Alert Notice (ALNOT)—A request originated by the destination base, flight service station or an air route traffic control center for an extensive communication search for overdue, unreported, or missing aircraft.

Air Route Traffic Control Center—A facility established to provide Air Traffic Control service to aircraft operating on Instrument Flight Rules flight plans within controlled airspace and principally during the enroute phase of flight. When equipment capabilities and controller workload permit, certain advisory/assistance services may be provided to Visual Flight Rules flight plan aircraft.

Departure Base—In the contiguous United States, Alaska, Hawaii and U.S. Territories, the departure base (military or civil airfield) is responsible for SAR action until receipt of the

destination base acknowledgment for the flight notification message. This responsibility is then transferred to the destination base.

Flight Service Station—An air traffic facility which provides pilot briefings, flight plan processing, enroute flight advisories, search and rescue services, and assistance to lost aircraft and aircraft in emergency situations. Flight Service Station facilities also relay Air Traffic Control clearances, process Notices to Airmen, broadcast aviation weather and aeronautical information, and advise Customs and Immigration of transborder flights. In Alaska, Flight Service Station facilities provide Airport Advisory Services.

Information Request—A request originated by the destination base for information concerning an overdue aircraft.

Overdue Aircraft (Flight Plan)—An aircraft on a flight plan is considered overdue when it has failed to arrive at its destination, compulsory reporting point, clearance void time or clearance limit 30 minutes after its estimated time of arrival and communications or location cannot be established.

Overdue Aircraft (No Flight Plan)—An aircraft not on a flight plan is overdue at the actual time a reliable source reports it to be at least 1 hour late at destination.

Attachment 2

Q SIGNALS

Table A2.1. Q Signals.

SIGNIFICATION		
SIGNAL	Question of Interrogatory Form (Signal followed by letter Q)	ANSWER Information or Advise Form (Signal only, except as noted)
QAL	Has aircraft... landed at your location (or at...)?	Aircraft... landed here at...hours (or landed... at... hours).
QRU	Have you anything for me or for...(location or person)?	I have nothing for you or for...(location or person)
QSL	Can you acknowledge receipt of transmission number...(or type message)?	I acknowledge receipt of transmission number... (or type of message).
QSM	Shall I repeat the last message transmission or portion indicated sent to me (or transmission(s) from...)?	Repeat the last message (transmission or portion indicated) sent to me (or transmission(s) from...). A--not received. B--partially received (garbled).
QTA	Shall I cancel message number...(or other identification)?	Cancel message number...(or other identification).