

**BY ORDER OF THE COMMANDER  
AVIANO AIR BASE (USAFE)**



**AIR FORCE INSTRUCTION**

**13-213**

**AVIANO AIR BASE  
Supplement**

**9 OCTOBER 2024**

**Nuclear, Space, Missile, Command, and  
Control**

**AIRFIELD DRIVING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**Summary of Changes**

This Department of the Air Force Instruction (DAFI) implements Air Force Policy Directive (AFPD) 13-2, *Air Traffic Control, Airfield, Airspace and Range Management*. This DAFI applies to all civilian employees and uniformed members of the United States Space Force, Regular Air Force, Air Force Reserve, and Air National Guard organizations (to include contracted locations) that administer an airfield driving program. At joint, shared-use, and overseas airfields, this DAFI applies to organizations that are operated and/or managed by the Department of the Air Force, as outlined in real estate documents or letters of agreement. It establishes responsibilities, procedures, and restrictions for the safe control and operation of vehicles and equipment on airfield ramps, aprons, taxiways, and runways. Compliance with the Attachments **2, 3, 4, 5, 6, 7, 8** and **9** in this instruction is mandatory. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) using the Air Force Form 847, *Recommendation for Change of Publication*; route Air Force Form 847 from the field through the appropriate functional chain of command. This DAFI may be supplemented at any level, however major or field command supplements to include interim

changes to previously approved supplements must be routed to Headquarters Air Force Flight Standards Agency (AFFSA), Director of Airfield Operations (AO) for coordination prior to certification and approval. Unit (wing or base) supplements to this DAFI must be routed to the responsible major or field command OPR for AO for review and coordination prior to certification and approval. The authorities to waive wing or 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 DAFI 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 and major or field command OPR for AO prior to submission to the appropriate tier waiver approval authority. The Air Force Flight Standards, Airfield Operations Directorate (AFFSA/XA) is the tier waiver approval authority for non-tiered compliance items or requirements in this DAFI. See [paragraph 1.2](#) for additional guidance concerning waivers to this DAFI. 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 Department of the Air Force. The reporting requirements in this DAFI are exempt from licensing with a report control symbol according to Air Force Instruction 33-324, *The Air Force Information Collections and Reports Management Program*.

2.3.6. **(Added)** This document is substantially revised and must be completely reviewed. It has been updated with requirements from the current version of DAFI 13-213.

2.3.6.1. **(Added)** This authority has been delegated to the OSS Commander.

2.5.3.1. **(Added)** Certification has been delegated to Unit ADPMs.

2.7.1.2. **(Added)** OSS Commander is delegated to appoint wing or garrison ADPM.

2.7.26. **(Added)** Notify individual’s Unit Commander and Unit ADPM when their license is revoked or suspended as the result of an airfield driving violation.

2.8.6.1. **(Added)** Assigns any required restrictions to trainees in ADTCS.

2.8.10.1. **(Added)** Ensure personnel assigned within Italy have a valid Armed Forces Italy (AFI) license.

2.8.12.1. **(Added)** Maintains drivers’ Color Vision Test MFR’s (when required) and any other associated driver records on the 31 OSS/OSAB Airfield Driving SharePoint site. Maintain these records in TAB F of the unit continuity binder until members Permanent Change of Station (PCS) or Permanent Change of Assignment (PCA). Members who PCA and still require airfield driving privileges will hand carry their training documentation or have it sent electronically to the destination unit for filing and training continuity purposes.

2.8.14.1. **(Added)** Once a driver has accomplished color vision testing, trainer will mark training complete in ADTCS and file the MFR on the Airfield Driving SharePoint. **NOTE:** Rated aircrew can present DD form 2992 for color vision verification and Unit ADPM must maintain it on file on the Airfield Driving Share-point site and properly protect PHI/PII.

2.8.15.1. **(Added)** Suspend, in ADTCS, licenses of personnel who do not complete annual refresher training by the last day of the month it is due. Restore suspended licenses only after refresher training is complete. **NOTE:** Do not suspend the licenses of personnel that are not able to complete refresher training due to temporary duty assignment or emergency leave. They must still complete refresher training prior to driving on the airfield.

2.8.15.2. **(Added)** Delete licenses of personnel who do not accomplish refresher training within 30 days of suspension. Personnel whose license is deleted must re-accomplish all training and testing before they can receive a new license.

2.8.17.1. **(Added)** Maintain an ADP Continuity Binder on the 31 OSS/OSAB Airfield Driving SharePoint site. Units unable to maintain records on the Airfield Driving SharePoint site must coordinate with the Wing ADPM to include a DD Form 2861, Cross- Reference, in their electronic folder indicating where documentation is stored.

2.8.22.1. **(Added)** Maintain a unit airfield driver e-mail distribution group to disseminate airfield driving related information with file attachments.

2.8.23.1. **(Added)** Conduct at least two random spot checks per month for enforcement and compliance with this supplement. Correct all discrepancies noted and upload documentation (i.e. MFR or spreadsheet with the checked individual's name, rank, license number and discrepancies noted) to the 31 OSS/OSAB Airfield Driving SharePoint site NLT the first week of the following month.

2.8.23.2. **(Added)** Failure to complete spot checks within the timeline outlined in 2.8.23.1 will result in a warning from the WADPM for first time offenses. After a second consecutive failure to comply the unit airfield driving program will be suspended, until compliance achieved.

2.8.23.2.1. **(Added)** If a unit's program is suspended then all the unit's licenses are suspended and no new licenses will be authorized.

2.8.24.1. **(Added)** Provides classroom and/or individual training as needed utilizing the ADTCS and/or the 31 OSS/OSAB Airfield Driving SharePoint.

2.8.29.1. **(Added)** Current NOTAMs may be retrieved from the Defense Internet NOTAM Service at <https://www.notams.faa.gov/dinsQueryWeb/> by entering "LIPA" into the NOTAM Retrieval box and clicking View NOTAMs.

2.9.3.1. **(Added)** Ensure personnel assigned within Italy has a valid AFI license.

2.12.4. **(Added)** Prior to each opening, notify Airfield Management, RAPCON, Command Post, MOCC, SFS and Fire Department of the airfield operating hours and that the CMA is active/Aviano ATCT is open.

2.12.5. **(Added)** When ATCT opens and activates the CMA, broadcast message: *"Attention on the net, Aviano Tower is now open and the CMA is active. All vehicles report callsign and location on the airfield"* on Tower Net.

2.12.6. **(Added)** When closing, notify Airfield Management, RAPCON, Command Post, MOCC, SFS and Fire Department of the closing time and that the CMA is inactive.

2.12.7. **(Added)** When the airfield closes, broadcast message: *"Attention on the net, Aviano Tower is closed and the CMA is no longer Active. All vehicles monitor this frequency while operating the CMA."* on Tower Net.

2.14.9. **(Added)** Base Defense Operations Center will broadcast conditions effecting airfield driving and any changes to the airfield hours over SFS radio networks.

2.15.1.1. **(Added)** Optometry Clinic administers color vision screening on a walk-in basis and documents results on the Color Vision Test MFR.

3.2.1.1. **(Added)** Training documentation and certification will be accomplished electronically using the ADTCS.

3.2.1.2. **(Added)** Printed copy of [Attachment 7](#) will only be utilized for personnel who do not have access to a government computer and will be maintained in the unit's continuity binder. **Note:** Prior coordination with the Wing ADPM is required for personnel who do not have ADTCS access.

3.2.2.1. **(Added)** Utilize ADTCS to complete refresher training.

3.2.4.1. **(Added)** When needed, classroom training materials can be found in the Airfield Driving SharePoint (i.e. user has no computer access).

3.3.2.2.1. **(Added)** Trainees may be rescheduled for testing no earlier than 3 calendar days from the second failure.

3.3.2.3.1. **(Added)** Upon third failure trainee's profile will be deleted and mandated to redo airfield driving training before testing again. An MFR from unit commander approving/endorsing trainee to continue with airfield driving will be submitted to the WADPM.

**3.5. (Added) All training and testing requirements will be administered through ADTCS.**

4.2.2.1. **(Added)** Personnel will not proceed onto or across the runway/CMA until ATC responds with "READ BACK CORRECT." See [Table 5.1.1](#) for example communication.

4.2.3.1. **(Added)** Prior to entering the CMA, drivers will establish and maintain two-way radio contact with the ATCT using the Tower Net.

4.2.4.1. **(Added)** While the CMA is not active (i.e. after hours) vehicle operators must continue to use Light Emitting Diode/Rotating Beacon Lights and/or emergency/hazard warning flashers when driving in the CMA.

4.2.6.1. **(Added)** Vehicle and/or pedestrian call signs are provided in [Attachment 11](#).

4.2.9. **(Added)** Airfield Operating Hours. Hours may be extended or curtailed at any time. Drivers must contact appropriate control centers to verify current airfield status prior to entering the airfield. During airfield operating hours, ATCT controls the airfield and the CMA.

4.2.9.1. **(Added)** During airfield operating hours, if drivers are unable to establish contact with the ATCT and AMOPS over Tower Net, then switch to the Tower/TA Net and try again. **NOTE (Added):** If a disruption to the LMR network has necessitated the use of Tower/TA Net and radios are set for line of sight operation then ensure you have a clear view of the ATCT when attempting to make contact.

4.2.9.2. **(Added)** If drivers are still unable to reach the ATCT and AMOPS over the Tower/TA Net, then drivers MUST NOT enter the CMA.

4.2.9.3. **(Added)** Outside of Airfield Operating Hours. ATCT will continuously broadcast over Tower Net the following recorded message: *"Aviano tower is closed and the CMA is no longer active. Proceed on to the CMA at your discretion. All vehicles will monitor this frequency while operating on the CMA"*

4.2.9.4. **(Added)** If the ATCT closed message is heard, drivers may proceed into the CMA without further coordination, however drivers will continuously monitor the Tower net for any changes. In the event the ATCT closed message ceases while drivers are in the CMA, they will

attempt to contact the ATCT. If unable to contact the ATCT, they will exit the CMA and must receive permission prior to re-entering the CMA.

4.2.9.5. **(Added)** If the ATCT closed message is not heard and prior to crossing the runway hold lines, airfield drivers will attempt to contact the ATCT on Tower Net three times. If they do not receive a response from ATCT they will then attempt to contact AMOPS. If neither agency answers, drivers will NOT proceed across/into the CMA.

4.3.2.2.1. **(Added)** Contact the ATCT via commercial 0434-30-2215/DSN 632-2215 or Airfield Management via commercial 0434-30-7222/DSN 632-7222. **DO NOT ENTER OR CROSS ANY RUNWAY OR TAXIWAY IF RADIO FAILURE IS SUSPECTED.**

4.6.1.1. **(Added) Overrun Markings.** Non-reflective yellow chevron markings are used on overruns to indicate the area is not a normal operational surface.

4.6.2.1. **(Added)** Taxiway, taxilane, and taxitrack centerline markings consist of a single continuous yellow line to identify the designated path of travel on taxiways, through parking ramps, and to aircraft parking locations.

4.6.2.2. **(Added)** Taxiway and apron edge markings consist of a continuous double yellow line to define the taxiway and apron boundaries from the shoulder.

4.6.2.3. **(Added)** Taxiway shoulder (deceptive surface) markings identify pavements that are not intended for use by aircraft. Drivers should not pull over on the shoulders to avoid taxing aircraft, most shoulders do not provide adequate wing-tip clearance.

4.6.2.4. **(Added)** Taxi-lane Edge Marking. This marking is used to define the limits of the designated taxi route and ensure appropriate wingtip clearance for taxiing aircraft. These markings consist of two yellow broken stripes and are located along the length of Taxiways A, and B, as well as within Sierra, Tower, and Zulu Loops. Vehicle operators will position or drive vehicles behind this marking when approached by taxiing aircraft. Vehicles and equipment will also be positioned behind these lines while performing aircraft maintenance.

4.6.3.1. **(Added) Surface Painted Runway Hold Position Signs.** The surface painted holding position sign provides supplemental visual cues that alert pilots and vehicle drivers of an upcoming holding position.

4.6.5.1. **(Added) Restricted Area and Entry Control Point Markings.** The restricted area boundary is identified by a solid red line. Entry Control Points are depicted by a solid white bar with "ENTRY CONTROL POINT" in black lettering. Restricted area entry/exit is made through the Entry Control Points.

4.7.2.1. **(Added)** Taxiway end lights are amber.

4.7.5. **(Added)** Runway Guard Lights provide a distinctive warning to anyone approaching the runway holding position that they are about to enter an active runway. They consist of two lights alternately flashing yellow and are located adjacent to all runway holding positions.

4.8.8.1. **(Added)** Limit towing speed to 5 miles per hour when towing 2 or more maintenance stands, and 10 miles per hour with one stand or equipment with solid wheels and/or castors.

4.8.13.1.1. **(Added)** Parallel Taxiways Alpha and Bravo – 30 miles per hour.

4.8.13.1.2. **(Added)** Taxitrack speed limit — 15 miles per hour.

4.11.4.1. **(Added)** Refer to **Figure 4.11** for Aviano AB specific lateral clearance distances from centerline.

**Figure 4.11. (Added) Aviano Lateral Clearances.**

Surface Type/Name	Lateral Clearance
Runway	150m / 492ft from centerline
Taxiways (A, A1-4, B, B1-4, V, Z)	50m / 200ft from centerline
Taxi-tracks and Associated Parking Pads (Mike, Sierra, Tower & Zulu Loops)	15m / 50ft from centerline
Aprons (Strat Pads, North Ramp, South Ramp, NATO Pads, Hot Cargo Pad)	35m / 114.8ft from apron edge

4.11.5. **(Added)** Vehicles in performance of official duties, such as emergency vehicles, maintenance vehicles and inspection vehicles, are exempt from lateral clearance requirements.

4.13.5. **(Added)** If significant FOD is found on the airfield notify AMOPS via radio or commercial at 0434-30-7222 or DSN 632-7222. AMOPS will inspect the area and contact a sweeper if necessary.

4.15.6.1. **(Added)** Ramp Condition 2 (RAMPCON2) is initiated when visibility is 400 meters or less, and is insufficient for tower personnel to control all or part of the airfield. All ground vehicle operations, other than emergencies, will be suspended on the taxiways, aprons, and controlled movement area. Other vehicle operations may be authorized on a case by case basis after coordination between tower and unit commanders or delegated.

4.15.6.2. **(Added)** Ground vehicle operations authority within the loops under any Ramp Condition, is delegated to the effected unit commanders.

4.17.4. **(Added)** Organizational bicycles/tricycles (government owned) are permitted only on parking aprons and inside the fighter squadron areas. Bicycles/tricycles will not operate on the runway or taxiways.

4.17.5. **(Added)** The use of privately owned bicycles, tricycles, motorcycles, and mopeds/scooters, on the airfield is prohibited.

4.20.2.1. **(Added)** Primary response agencies include Fire Department, Airfield Management, and Transient Alert/Crash Recovery. Secondary response (follow-on/support) agencies include Security Forces, Wing Safety, Maintenance, and Medical Group.

4.20.2.2. **(Added)** The following are recommended staging locations:

4.20.2.2.1. **(Added)** Aircraft Landing Runway 05: Fire Department will stage at B3 and B4; Airfield Management will stage at A1; Transient Alert/Crash Recovery will stage at A3 or A4.

4.20.2.2.2. **(Added)** Aircraft landing Runway 23: Fire Department will stage at B1 and B2; Airfield Management will stage at A4; Transient Alert/Crash Recovery will stage at A1 or A2.

4.20.2.2.3. **(Added)** Secondary response agencies will stage on the North Ramp or South Ramp until requested.



4.20.3. **(Added)** During an aircraft accident or incident, all vehicles not directly involved with the situation will avoid or leave the affected area as soon as possible until termination of the emergency.

4.22.4. **(Added)** Use of Night Vision Devices (NVD) for airfield driving during blackout conditions/operations is not authorized at Aviano AB.

4.23.2.1. **(Added)** An eligible escort may not escort more than 5 vehicles on the CMA and Non-CMA areas. Refer to **Chapter 5** for sample phraseology.

4.27.3.1. **(Added)** If the vehicle operator has cell phone capability, contact Airfield Management at 0434-30-7222 or ATCT at 0434-30-2215.

4.28.6. **(Added)** The Unit ADPM may provide a local briefing/training, per the above guidance, when TDY personnel are assigned or sponsored by their respective unit and driving route(s) do not permit access on or across the CMA.

4.29.3.1. **(Added)** Contractor vehicle passes will only be issued for general purpose vehicles (i.e., trucks, vans, etc.). Excavators, digging equipment, concrete mixers, cranes, sweepers, milling and overlaying trucks, as well as other similar equipment do not require vehicle passes.

4.29.6.1. **(Added)** POV Passes expire according to their expiration date or at the end of the calendar year, whichever comes first. If renewal is needed, justification will be re-accomplished prior to expiration.

4.29.6.3. **(Added)** Government leased vehicles with an AFI plate are authorized to operate on the airfield without a POV pass as long as it is registered at Aviano and the registration says GOV on it.

4.29.6.4. **(Added)** Pass colors will change each year effective 1 January.

4.29.10. **(Added)** Vehicle Pass Display, Maintenance and Disposal.

4.29.10.1. **(Added)** When operating on the airfield, display vehicle passes on the left side of the dashboard so it is clearly visible. Remove and store passes out of sight when off the airfield.

4.29.10.2. **(Added)** Passes must be legible, recognizable and visible when on the airfield. Contact the Wing ADPM to replace lost or faded passes.

4.29.10.3. **(Added)** Immediately report loss or theft of vehicle passes to the Wing ADPM. Provide a statement describing the circumstances of the event to the Wing ADPM.

4.29.10.4. **(Added)** Passes shall be turned in to Airfield Management upon expiration or when no longer required (e.g., due to PCS, reassignment, separation or sale/disposal of vehicle). The pass is a controlled item and must be used by the requester only.

4.30.1.1. **(Added)** Notify the Wing ADPM of any temporary suspensions within three duty days.

5.1.4.1. **(Added)** All vehicle operators must monitor the Tower net while operating on Taxiways Alpha and Bravo.

**Table 5.1.1. (Added) Aviano Runway Crossing Phraseology.**

<b>VEHICLE OPERATOR:</b>	<b>“AVIANO GROUND, AIRFIELD ONE”</b>
<b>Air Traffic Control Tower:</b>	<b>“AIRFIELD ONE, AVIANO GROUND”</b>

<b>VEHICLE OPERATOR:</b>	“GROUND, AIRFIELD ONE ON TAXIWAY ALPHA ONE REQUEST PERMISSION TO CROSS RUNWAY ZERO FIVE”
<b>Air Traffic Control Tower:</b>	“AIRFIELD ONE, PROCEED ACROSS RUNWAY ZERO FIVE AT ALPHA ONE, REPORT WHEN OFF”
<b>VEHICLE OPERATOR:</b>	“GROUND, AIRFIELD ONE PROCEEDING ACROSS RUNWAY ZERO FIVE AT ALPHA ONE, WILL REPORT WHEN OFF”
<b>Air Traffic Control Tower:</b>	“READ BACK CORRECT”

5.3.1.1. **(Added)** Vehicle operators will not enter or cross the runway until the phrase “**READ BACK CORRECT**” is stated by ATCT. If a vehicle operator does not clearly understand “**READ BACK CORRECT**” from ATCT, ask ATCT to “**SAY AGAIN.**” Continue stating request or asking for clarification until “**READ BACK CORRECT**” is clearly understood.

5.6. **(Added) Sample Escort Instructions.** Escort vehicle operator will clearly state the specific number of vehicles, in addition to their own, when communicating with ATCT. Once approved by ATCT to enter/cross the runway/CMA, the escort will report off the runway/CMA only after the last vehicle has passed the Runway Hold Position Marking. A typical runway crossing transmission sequence is as follows:

**Table 5.6. (Added) Sample Escort Phraseology.**

<b>VEHICLE OPERATOR:</b>	<i>“AVIANO GROUND, AIRFIELD ONE.”</i>
<b>Air Traffic Control Tower:</b>	<i>“AIRFIELD ONE, AVIANO GROUND.”</i>
<b>VEHICLE OPERATOR:</b>	<i>“AVIANO GROUND, AIRFIELD ONE PLUS 3 REQUESTS TO CROSS RUNWAY ZERO FIVE AT TAXIWAY BRAVO ONE.</i>
<b>Air Traffic Control Tower:</b>	<i>“AIRFIELD ONE PLUS 3, CROSS (runway) AT (point/intersection). or “AIRFIELD ONE PLUS 3, HOLD SHORT OF (runway).”</i>

TAD D. CLARK  
Brigadier General, USAF  
Commander



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

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

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

AFMAN 13-204 Volume 1, *Management of Airfield Operations*, 22 July 2020

DAFI 21-101, *Aircraft and Equipment Maintenance Management*, 16 January 2020

AFMAN 24-306, *Operation of Air Force Government Motor Vehicles*, 30 July 2020

DAFI 31-101, *Integrated Defense*, 25 March 2020

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 33-324, *The Air Force Information Collections and Reports Management Program*, 22 July 2019

DAFMAN 48-123, *Medical Examinations and Standards*, 8 December 2020

AFI 91-202, *The US Air Force Mishap Prevention Program*, 12 March 2020

AFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards*, 11 December 2018

DAFMAN 91-223, *Aviation Safety Investigations and Reports*, 14 September 2018

*Air Force Enlisted Classification Directory (AFECD)*, 31 October 2017

*Air Force Officer Classification Directory (AFOCD)*, 31 October 2017

DAFVA 11-240, *USAF Airport Signs and Markings*, 4 August 2021

DAFVA 13-222, *Runway/Controlled Movement Area (CMA) Procedures*, 30 July 2009

UFC 3-260-01, *Airfield and Heliport Planning and Design*, 4 February 2019

FAA Order 7110.65Z, *Air Traffic Control*, 17 June 2021

FAA AC 150/5340-1M, *Standards for Airport Markings*, 10 May 19

Federal Aviation Administration *Pilot Controller Glossary*

***Prescribed Forms***

AF Form 483, *Certificate of Competency*

***Adopted Forms***

AF Form 457, *United States Air Force Hazard Report*

AF Form 651, *Hazardous Air Traffic Report (HATR)*

AF Form 3616, *Daily Record of Facility Operation*

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

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**ADPM**—Airfield Driving Program Manager

**AF**—Air Force

**AFECD**—Air Force Enlisted Classification Directory

**AFFSA**—Air Force Flight Standards Agency

**AFFSA/XA**—Air Force Flight Standards Agency Airfield Operations Directorate

**AFI**—Air Force Instruction

**AFM**—Airfield Manager

**AFMAN**—Air Force Manual

**AFOCD**—Air Force Officer Classification Directory

**AFPD**—Air Force Policy Directive

**AFSAS**—Air Force Safety Automated System

**AO**—Airfield Operations

**AOF/CC**—Airfield Operations Flight Commander

**CMA**—Controlled Movement Area

**DAF**—Department of the Air Force

**DAFI**—Department of the Air Force Instruction

**DAFVA**—Department of the Air Force Visual Aid

**DoD**—Department of Defense

**FAA**—Federal Aviation Administration

**FOD**—Foreign Object Damage

**HATR**—Hazardous Air Traffic Report

**MFR**—Memorandum for Record

**MICT**—Management Internal Control Toolset

**NVD**—Night Vision Device

**OPR**—Office of Primary Responsibility

**POV**—Privately Owned Vehicle

**RDS**—Records Disposition Schedule

**RIPWG**—Runway Incursion Prevention Working Group

**SAA**—Senior Airfield Authority

**SAC**—Self-Assessment Communicator

**UFC**—Unified Facilities Criteria

**WADPM**—Wing or Garrison Airfield Driving Program Manager

### *Terms*

**Airfield**—An area prepared for the accommodation (including any buildings, installations, and equipment) of landing and take-off of aircraft.

**Airfield Driving Program Manager (ADPM)**—An individual appointment by the unit commander to administer the organization's airfield driving program.

**Airfield Driving Trainer**—An individual appointment by the unit commander to provide airfield driving training.

**Airfield Facilities**—Includes: runways, taxiways, parking and servicing areas, Air Traffic Control facilities, Airfield Management, navigational aids, aircraft fire suppression and rescue services and airfield lighting systems.

**Airfield Management (AM)**—A function that conducts airfield inspections and checks for safety and compliance with planning and design criteria. Plans, organizes and directs airfield activities to include airfield construction and repairs, airfield driving program, snow and ice removal operations, or procures, maintains, and produces information on safe operation of aircraft through the national and international airspace system such as flight information publications, aeronautical charts and maps, Notice to Airmen, local airfield and navigational aid status, and weather information. Process domestic and international flight plans.

**Airfield Manager (AFM)**—Works directly for the AOF/CC and manages airfield management facilities to ensure effective support to the base flying mission and transient aircrews.

**Airfield Operations Flight Commander (AOF/CC)**—Responsible for the overall operation/services provided by the Airfield Operations Flight in support of the wing flying mission and in compliance with United States Air Force and Federal Aviation Administration guidelines.

**Air Force Runway Safety Action Team**—Composed of AFFSA and/or major or field command OPR for AO functional experts used to analyze, report and determine corrective actions required to reduce the number of controlled movement area violations on the airfield. Air Force Runway Safety Action Team functional experts evaluate all pertinent areas that are a part of, or affect, the negative trend or unsafe condition.

**Air Force Safety Automated System (AFSAS)**—is a web-enabled single integrated mishap and analysis reporting system for aviation, ground, weapons, space, human factors and nuclear mishaps.

**Approach End of Runway**—The first portion of the runway available for landing. If the runway threshold is displaced, use the displaced threshold latitude and longitude as the approach end of runway.

**Controlled Movement Area (CMA)**—As defined in Airfield Operation Instructions, any portion of the airfield requiring aircraft, vehicles and pedestrians to obtain specific air traffic control tower approval for access (normally via two-way radio contact with the air traffic control tower). Controlled movement areas include but are not limited to areas used for takeoff, landing and as

required taxiing of aircraft. This definition is used in lieu of "movement area" as defined in the Federal Aviation Administration pilot controller glossary. Also called controlled movement area.

**Controlled Movement Area Violation Event**—An airfield infraction caused by aircraft, vehicles, or pedestrians entering the control movement area without specific air traffic control tower approval. This definition includes runway incursions and infractions caused by communication errors. Refer to DAFMAN 91-223 paragraph 9.1 for reportable hazardous air traffic report reporting procedures and for reportable controlled movement area violation events.

**Departure End of Runway**—The end of runway available for the ground run of an aircraft departure. The end of the runway that is opposite the landing threshold, sometimes referred to as the stop end of the runway.

**Foreign Object Damage**—Any damage to an aircraft, engine, aircraft system, component, tire, munitions, or support equipment caused by a foreign object(s) which may or may not degrade the required safety or operational characteristics of the aforementioned items.

**Government Owned Vehicles**—Vehicles that are owned or leased by the United States government.

**Ground Vehicle Traffic Lane**—A defined and marked lane on the flightline used for the movement of vehicle traffic.

**Host Wing/Garrison Commander (or equivalent)**—The individual with ultimate responsibility for operating the airfield.

**Hot Spot**—A location on an airfield (e.g., runway, taxiway) with a history or potential risk of collision or runway incursion, and where heightened attention by pilots, vehicle operators and pedestrians is necessary.

**Light Gun**—A handheld directional light signaling device which emits a brilliant narrow beam of white, green, or red light as selected by the tower controller. The color and type of light transmitted can be used to approve or disapprove anticipated pilot actions where radio communication is not available. The light gun is used for controlling traffic operating in the vicinity of the airport and on the airport movement area.

**Major or Field Command**—For the purpose of this publication, includes all United States Air Force Major Commands plus, the Air National Guard Readiness Center, Air Force Reserve Command, Direct Reporting Units, and Field Operating Agencies. Major or Field Command also refers to the OPR for AO in this instruction.

**Mission Oriented Protective Posture**—A flexible system of protection against chemical, biological, radiological, and nuclear contamination in which personnel are required to wear only that protective clothing and equipment appropriate to the threat level, work rate imposed by the mission, temperature, and humidity.

**Parking Ramp/Apron**—Areas where aircraft are parked, loaded and unloaded and serviced between flights. Vehicles and aircraft operate in close proximity in these areas, so it is vital to maintain a safe distance between the vehicle and aircraft. Always yield to aircraft and never drive under an aircraft or its wings. Slow speed and extreme caution are required in these areas.

**Perimeter Road**—A road around the runway perimeter designed to connect the access roads.

**Privately Owned Vehicle**—A vehicle that is owned or leased by a private party.

**Protected Area**—The protected area of a surface intended for landing or takeoff include the area inside the runway hold position marking. (e.g., holdline) on paved taxiways or ramps and the designated runway safety area.

**Ramp**—Either concrete or asphalt (depending on the weight of the aircraft and the sub-base of the ground beneath) used to park aircraft or equipment.

**Restricted Area**—An area on the airfield designated for the use by aircraft/equipment requiring security protection level. Marked with signs prior to entering, Red Lines indicate the boundaries.

**Risk Management Assessment**—A decision-making process to systematically evaluate possible courses of action, identify risks and benefits, and determine the best courses of action for any given situation.

**Runway**—A defined rectangular area on an airfield prepared for the landing and takeoff of aircraft.

**Runway Hold line**—A designated boundary intended to protect the runway environment. Found at the point a taxiway/runway intersect and runway/runway intersect.

**Runway Incursion**—Any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle or person on the protected area of a surface designated for the landing and take-off of aircraft. Runway incursions have the potential to result in aircraft endangerment and loss of life. While there are several factors involved in a runway incursion, the leading causes of these incidents result from failure to follow procedures, inadequate vehicle operator training, and loss of situational awareness. These are further classified into three operational categories:

**Operational Error**—A failure of the air traffic control system that results in loss of separation.

**Pilot Deviation**—The action of a pilot that results in the violation of air traffic control instructions, DAF instructions, DAF manuals or Federal Aviation regulations.

**Vehicle/Pedestrian Deviation**—Any entry or movement on the CMA by a vehicle (including aircraft operated by non-pilots) or pedestrian that has not been authorized by air traffic control.

**Runway Incursion Prevention Working Group (RIPWG)**—This group provides a forum for analyzing and discussing each runway incursion to determine corrective actions and strategies to prevent future occurrences.

**Spot Check**—A spot check is conducted randomly for the purpose of enforcement and compliance with airfield driving procedures. Spot checks include but are not limited to the accuracy and currency of the driver's Air Force Form 483 and the availability and currency of the local airfield diagram, Department of the Air Force Visual Aids (e.g., DAFVA 11-240, DAFVA 13-222).

**Taxilane**—Ramp space between rows of parked aircraft used to maneuver aircraft to and from parking spots and taxiways.






**Taxiway**—A paved surface for taxiing aircraft from parking ramp to runway.

**Unit**—For the purpose of this publication, the term unit is equivalent to a squadron, also known as the basic unit in the United States Air Force organizational structure. For the United States Space Force, the term unit is typically equivalent to a Delta. The United States Space Force has squadrons subordinate to Deltas.

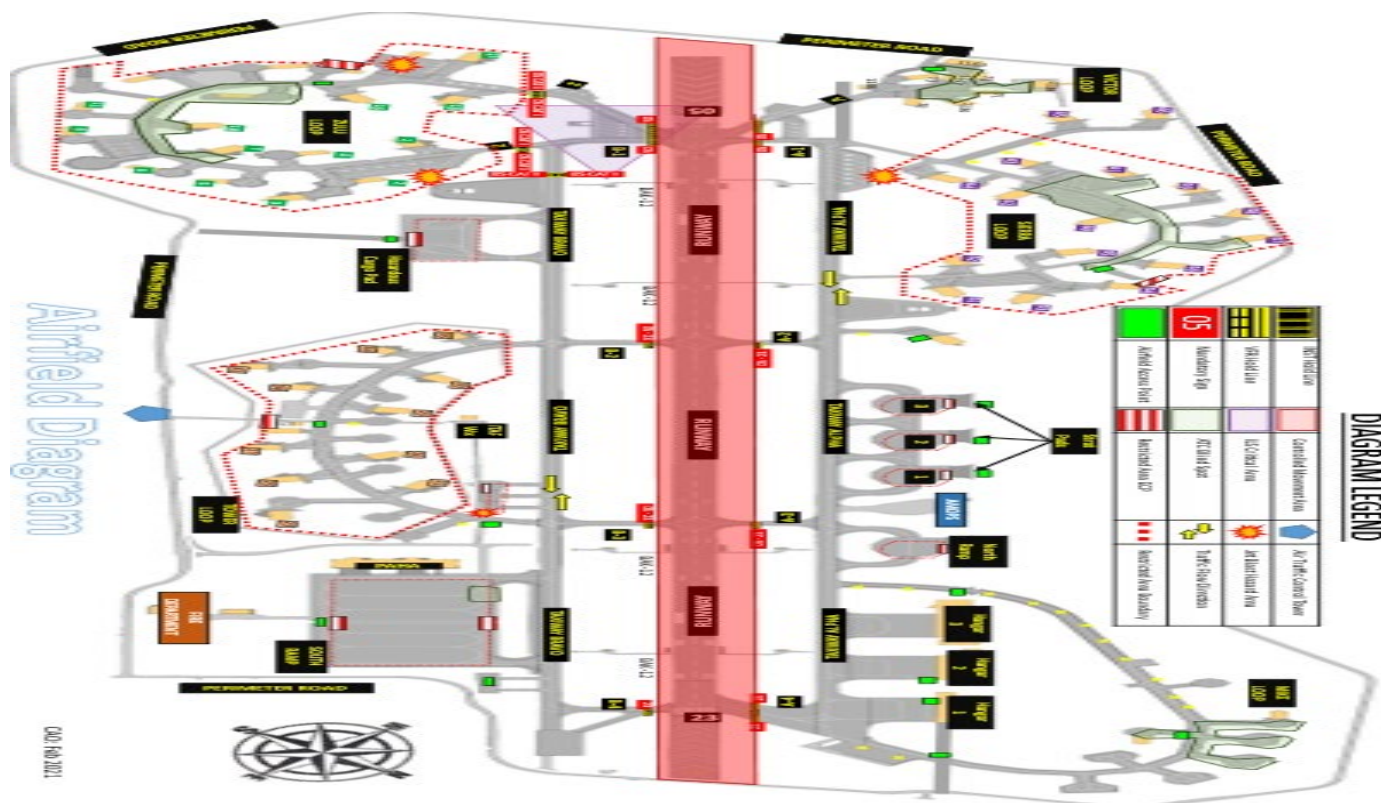
## Attachment 3

## AVIANO SPECIFIC SIGNS, MARKINGS AND LIGHTING

Figure A3.4. (Added) Aviano Specific Signs, Markings and Lighting.

	Instrument Hold Position Sign
	Barrier Shack Hold Position Signs
	Overrun Markings
	Surface Painted Runway Hold Position
	Runway Guard Lights

**Figure A10.1. Aviano Airfield Diagram.**





## Attachment 11

## CMA CALL SIGNS

Table A11.1. CMA Call Signs.

Organization	Authorized Call Signs			
31 FW	Wyvern 1-7	Wyvern Ops		
31 FW/SE	Flight Safety	Weapons Safety	Ground Safety	
31 OG	Viper 1 & 2			
31 OSS	Lion 1 & 2			
31 OSS/OSA	Ops 1 & 2			
31 OSS/OSAB	Airfield 1 - 6			
31 OSS/OSAM	METNAV 1 - 5			
31 MXG	Falcon 1 & 2	WS 1 - 4	QA 1 - 10	
510 FGS	Buzzard Tow	Buzzard MX 1 – 10	Buzzard CANN	Buzzard Phase
555 FGS	Nickel Tow	Nickel MX 1 - 10	Nickel CANN	Nickel Phase
56 RGS	Jolly Lead Super	Jolly Super	Jolly Tow	Jolly 1 - 10
31 MUNS	MUNS 1 - 20			
31 MXS	Griffin 1 - 4	AGE 1 - 10	NDI	Fuels 1 - 3
	Egress 1 & 2	Sheetmetal 1 - 3	Alert 1 - 20	Recovery
31 MSG	Mayor 1 & 2			
31 CES	Sweeper 1 - 4	Snow 1 & 2	Plow 1 - 3	Entomology 1
	Airfield Lighting 1-4	Grass 1	Mower 1	Tractor 1
	Barrier Maintenance 1 – 7	Dirt 1 - 8	Generator 1 - 4	Hammer 1 - 4
31 CES/CEF	Chief 1 & 2	Command	Rescue 3 & 14	Crash 4 - 8
	Crash 12	Engine 9 - 11	Tanker 15	Unit 16 - 18
	Truck 31			
31 CES/EOD	EOD			
31 LRS	Trans 1 & 2	Nickel Wheels	Dime Wheels	
31 SFS	Defender 1 - 20	Alpha Leader	Bravo Lead	Charlie Lead
	Delta Lead	Fox 1 - 3	Alpha 1	Bravo 1
	Charlie 1	Delta 1		
31 MDG	Blade 1 & 2	Med 1 - 5		
724 AMS	ATSEP 1 - 5	ATOC 1 - 8	Port 1 - 100	
ITAF	Aquila 1 - 6			

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