

**BY ORDER OF THE COMMANDER
BARKSDALE AIR FORCE BASE**

**BARKSDALE AIR FORCE BASE
INSTRUCTION 21-114**



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Maintenance

***FOREIGN OBJECT DAMAGE (FOD),
DROPPED OBJECT PREVENTION
(DOP) PROGRAM AND TOOL
CONTROL FOR ALL NON-AIRCRAFT
MAINTENANCE AGENCIES***

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Chapter 1

OVERVIEW

1.1. To help prevent Foreign Object Damage (FOD) and Dropped Object Prevention (DOP): From damaging aircraft control and accountability of tools, equipment and electronic devices used on aircraft parking, runway and taxi areas is essential for the elimination of incidents. This FOD prevention plan targets the diverse nature of the 2 BW and supporting agencies to successfully eliminate damage caused by foreign objects.

1.1.1. Foreign Object Damage (FOD). FOD is any damage to an aircraft engine, aircraft system, equipment or tire caused by an external foreign object (FO) which may or may not degrade the required safety or operational characteristics of the engine, aircraft system or tire. Common causes of FOD are poor housekeeping, improper maintenance practices and aircraft taxiway or ramp deterioration.

1.1.1.1. Any area where a noticeable amounts of FOD or FOD hazard areas is identified shall be immediately reported to Maintenance Operations Center (MOC) at 456-4041 and Airfield Management (2 OSS/OSA) at 456-3226.

1.1.2. Dropped Object Prevention (DOP). A dropped object (DO) is any aircraft part, component, surface or other item lost during aircrew operations from engine start to engine shutdown, unless intentionally jettisoned. Inadvertently released munitions or munitions released in excess of the quantity selected by the aircrew are not considered dropped objects and will be reported IAW AFI 91-204, *Safety Investigations and Reports*.

CHAPTER 2

ROLES AND RESPONSIBILITIES

2.1. This section establishes additional 2 BW requirements for implementation of AFI 21-101, Chapter 11, paragraph 11.8.

2.1.1. Wing FOD/DOP Monitor Responsibilities:

2.1.1.1. Manage the FOD/DOP program in conjunction with AFI 21-101 and associated supplements.

2.1.2. Organize, report and present FOD/DOP program status at monthly and semiannual FOD Prevention meetings.

2.1.3. Investigate and report all FOD/DOP incidents excluding tenant units on Barksdale AFB with the assistance of Production Superintendents, Quality Assurance (2 MXG/QA), Wing Safety (2 BW/SE), shops and personnel associated with the incident. All initial and final FOD/DOP will be forwarded to the Vice Wing Commander (2 BW/CV), Maintenance Group Commander (2 MXG/CC), Wing Safety (2 BW/SE), and Global Strike Command.

2.1.3.1. All deployed or transient aircraft FOD/DOP reports shall be forwarded to their owning wing FOD/DOP monitor in order to finalize the report at home station.

2.1.4. Coordinate with Quality Assurance (2 MXG/QA) to ensure inspections area accomplished to determine compliance with FOD/DOP procedures.

2.1.4.1. Address areas of concern and make recommendations to the Vice Wing Commander (2 BW/CV), Maintenance Group Commander (2 MXG/CC), Unit Commanders and Unit Superintendents.

2.1.5. Develop and manage the FOD Prevention Incentive Program.

2.1.6. Analyze program areas that require additional management emphasis.

2.1.7. Generate and distribute pertinent information to the Squadron FOD/DOP Monitors.

2.1.8. Manage and maintain the Failure Analysis Service Technology (FAST) kit. The FAST kit will be used as needed with coordination by the Structural Materials Evaluation Team (SMET) and/or Failure Analysis Service Center (FASC) at Wright-Patterson AFB.

2.1.9. Maintain and develop local base instructions for the FOD/DOP prevention program.

2.1.10. Develop FO training for the Maintenance Group Training Flight.

2.2. Maintenance Group Training Flight Responsibilities. The 2 MXG/MXOT will:

2.2.1. Newly assigned 2 MXG personnel will receive FO training at Maintenance Orientation. FO refresher training will also be accomplished during annual Maintenance Refresher training.

2.2.2. These FO briefings will include:

2.2.2.1. What is FOD

2.2.2.2. FOD Prevention

2.2.2.3. FOD Incentive Program

- 2.2.2.4. Inlet & Exhaust Inspections
- 2.2.2.5. Vehicles on the Flightline
- 2.2.2.6. Tools & Equipment Accountability
- 2.2.2.7. Reporting & Impoundment Procedures
- 2.2.2.8. FOD Walks
- 2.2.2.9. DOP Prevention

2.3. Squadron Commander (SQ/CC) Responsibilities. The SQ/CC will:

- 2.3.1. Each squadron operating on the flightline will establish and maintain an effective squadron FOD/DOP program. A FOD/DOP prevention program will also be implemented at all deployed locations.
- 2.3.2. Each squadron operating on the flightline will appoint primary and alternate squadron FOD/DOP monitors in writing to the Wing FOD Monitor (2 BW/FOD). Forward appointment letters to 2bw.fod@us.af.mil.
 - 2.3.2.1. Deployed Quality Assurance (2 MXG/QA) personnel may fill this position.
 - 2.3.2.2. Deployed Quality Assurance (2 MXG/QA) personnel will deploy with a home station FOD/DOP continuity book.
- 2.3.3. Ensure maximum participation in squadron weekly and daily FOD walks.
- 2.3.4. Squadron Commanders shall actively support the FOD Prevention Incentive Program and Squadron FOD/DOP Monitor.

2.4. Squadron FOD/DOP Monitor Responsibilities. The Squadron FOD/DOP Monitor will:

- 2.4.1. Ensures widest distribution of Wing FOD Monitor (2 BW/FOD) information. Brief pertinent information contained in flashes, reports and minutes to all work center personnel and perform all associated duties given by the Wing FOD Monitor (2 BW/FOD).
 - 2.4.1.1. The Squadron FOD/DOP Monitor may assign additional Unit FOD/DOP Monitors to aid in distribution of pertinent information, gathering personnel for FOD walks, FOD boss/buster serviceability, and the up-channeling of FOD boss/buster, mechanical/vacuum sweepers, magnetic bars or sweeping by hand usage to the squadron FOD/DOP Monitor.
- 2.4.2. May be assigned as additional duties and/or responsibilities as required by Squadron Commander (SQ/CC), Squadron Superintendent or Squadron Designator.
- 2.4.3. FOD/DOP Monitors will maintain a continuity book or digital folder containing the following as a minimum:
 - 2.4.3.1. Tab A: Letters of Appointment: Wing FOD/DOP Monitor, Squadron FOD/DOP Monitor and Unit FOD/DOP Monitor (if applicable).
 - 2.4.3.2. Tab B: AFI 21-101, Chapter 11, paragraph 11.9 and Paragraph 11.8.
 - 2.4.3.3. Tab C: Barksdale Air Force Base Instruction 21-114, *Foreign Object Damage (FOD), Dropped Object Prevention (DOP) Program and Tool Control for All Non-Aircraft Maintenance Agencies*

2.4.3.4. Tab D: FO walk procedures:

2.4.3.4.1. Weekly FO walk log

2.4.3.4.1.1. FO walk Start and Stop Time

2.4.3.4.1.2. Number of Personnel Attendant

2.4.3.4.1.3. The amount of FO collected in pounds (Note: If a scale is not provided within the unit Squadron FOD/DOP Monitor can bring FO collected to Wing FOD/DOP Monitor office to be weighed)

2.4.3.4.2. Map of FO Walk AOR

2.4.3.5. Tab E: FOD Boss/Buster Tracker:

2.4.3.5.1. Weekly Usage log

2.4.3.5.2. The amount of FO collected in pounds after each use (Note: If a scale is not provided within the unit Squadron FOD/DOP Monitor can bring FO collected to Wing FOD/DOP Monitor office to be weighed)

2.4.3.6. Tab F: Miscellaneous/Memos

2.5. The 2d Civil Engineer Squadron (CES) Responsibilities. The Civil Engineer Squadron will:

2.5.1. Provide 24/7 powered sweepers with a two (2) hour, afterhours (x3071), response time for aircraft parking ramps, taxiways, runways, flightline access roads and other areas of the airfield, as required.

2.5.2. Ensure recently swept areas are FO free upon completion of sweeping operations to ensure the actions have not created a FO hazard such as broken bristles or broken taxiway lights.

2.5.3. Provide monthly serviceability status of sweepers and hourly usage to the Wing FOD Monitor (2 BW/FOD), email to 2bw.fod@us.af.mil, for inclusion in the semiannual FOD Prevention meeting.

2.5.4. Provide assistance and technical advice to Airfield Management (2 OSS/OSA), Wing Safety (2 BW/SE) and Wing FOD Monitor (2 BW/FOD) for pavement repairs, airfield construction, and other functions that fall under 2 CES.

2.6. Maintenance Operations Center (MOC) Responsibilities. The Maintenance Operation Center will:

2.6.1. When a FOD/DOP incident occurs, immediately notify Quality Assurance (2 MXG/QA), Wing FOD Monitor (2 BW/FOD), Wing Safety (2 BW/SE) and all other applicable agencies of the incident.

2.6.2. Coordinate with Airfield Management (2 OSS/OSA) at 456-3226 for dispatch of sweepers for FO removal.

2.6.3. Provide monthly status of Weekly FOD walks start and stop times of each squadron to the Wing FOD Monitor (2 BW/FOD), email to 2bw.fod@us.af.mil.

2.7. Areas of Responsibilities (AORs) for FO walks, sweeper, and/or FOD Boss use (See Attachment 2). If the AFGSC FOD rate standard of 1.0 is exceeded or 2 BW FOD walk pass rate standard declines below 70%. If the FOD walk pass rate and the FOD rate is exceeded during the previous quarter, FOD walks will be conducted at a minimum of twice a week during the current quarter until the FOD walk pass rate standard of 70% and FOD rate standard of 1.0 is met. All areas west of the MAPA line, to include the flight line roadway, will be the responsibility of the owning agency to ensure they are FOD-free (see [Attachment 2, Figure A2.1](#)). 2 CES powered sweepers are not responsible for ensuring these areas are free of FOD.

2.7.1. Aircraft spot and hangar FO inspections will be performed on aircraft parking spot locations prior to all engine starts, after aircraft taxi and before taxiing aircraft are allowed to recover back to their parking spot. Additionally, perform FO inspections of hangars and parking spots prior to performing any towing operations. Area of Responsibility are separated as follows:

2.7.1.1. 2 OG will ensure the Aircraft Alert Parking Area (AAPA) is checked for FOD. Airfield Management will conduct daily FOD inspections of the AAPA unless closed for construction. Airfield Management will coordinate with 2 CE for airfield sweeper support, as needed. During exercises, aircraft maintenance personnel will be responsible for conducting FOD walks in the AAPA, as required. The FOD walk will be in addition to the daily Airfield Management inspection.

2.7.1.2. Weapons Standardization (WS) will FOD walk the WLT Hangar (BLDG 6050) and associated surrounding areas at a minimum once a week.

2.7.1.3. 2 AMXS will FOD walk through Bravo Site through Quebec Site including flightline & site roads, Site 1 through Site 18, operating buildings and associated surrounding areas at a minimum once a week.

2.7.1.4. 2 MXS will FOD walk Romeo Site through Victor Site including flightline & site roads, Site 19 through Site 21, operating buildings and associated surrounding areas at a minimum once a week.

2.7.1.5. 307 BW will FOD walk Whiskey Site through Zulu Site including flightline road, AA Site through DD Site, operating buildings and associated surrounding areas at a minimum once a week.

2.7.1.6. 2 LRS will FO walk all the associated buildings and surrounding areas at a minimum once a week.

2.7.1.7. 2 CES will FO walk the Fire Station (BLDG 6426) and associated surrounding areas at a minimum once a week.

2.7.1.8. Transient Alert will FO walk the BLDG 6413 and associated surrounding areas at a minimum once a week.

2.7.1.9. 2 MUNS will FO walk the BLDG 6227 and associated surrounding areas at a minimum once a week.

2.7.1.10. All other units operating on the flightline will FO walk operating buildings and associated surrounding areas at a minimum once a week.

2.7.1.10.1. Bldg numbers 6050, 6054, 6200, 6214, 6215, 6238, 6402, 6413, 6415, 6426, 6448, 6604, 6626, 6626, 6628, 6824, 6825, 6837, & 6850 Facility Managers and squadron FOD/DOP Program managers will work together to ensure FOD is removed from in and around the buildings and surrounding areas.

2.7.1.11. All deployed and TDY units will FO walk their assigned parking areas daily prior to launch and recovery operations as well as.

Chapter 3

FOD PREVENTION

3.1. General. Another key pillar is preventing FOD from occurring in the first place. This entails sound work practices combined with good housekeeping and clean-as-you-go practices, and necessitates active supervisor involvement. Strict adherence to technical instructions can prevent nearly all FOD from happening and alleviate any potential FOD issues. FOD prevention will be accomplished in the following ways:

3.1.1. FOD inspections will be conducted by Quality Assurance (2 MXG/QA) inspectors as well as making FOD a part of every inspection, as applicable. Additionally, specific FOD inspections will be accomplished by Quality Assurance (2 MXG/QA) on a regular basis, IAW the 2 MXG Maintenance Standardization and Evaluation Plan (MSEP). These inspections will be documented and include, but are not limited to the following: FOD walk follow-ups, FOD Boss/Buster usage, intake & exhaust inspection, and FOD/DOP continuity book compliance.

3.1.2. Equipment, tool control and hardware accountability is an absolute must. All personnel associated with aerospace maintenance activities will ensure all aircraft drip pans, tools, hardware and other equipment are accounted for and secured. Do not leave any item unattended/unsecured in or around the aircraft especially near the engine danger areas. If an item is suspected of being lost in or near aircraft maintenance areas, initiate the lost tool report IAW AFI 21-101, Chapter 8, paragraph 8.9.2.3.2 and applicable Global Strike Command instructions. All agencies assigned to the 2 BW will adhere to the guidance in AFI 21-101 Chapter 8, BAFBI 21-114 and applicable Global Strike Command instructions, when taking tools, equipment, or electronic devices into any aircraft maintenance area.

3.1.3. Hats or caps will not be worn on the flightline. Additionally, wigs, hairpieces, metal hair fasteners, earrings or any other jewelry that may fall off without notice will not be worn. Visitors or observers will be briefed on removal of unauthorized items and carrying of objects on the flightline or near jet engines. EXCEPTION: During cold weather conditions the wear of a thick knit hat, “beanie” (skull cap) or appropriate head gear as approved in Air Force Instruction (AFI) 36-2903, *Dress and Personal Appearance of Air Force Personnel* is authorized on the flightline. Additionally, “bump caps”, and the “boonie hat” have been authorized to be worn on the flightline only. The “boonie hat” must be worn with the strap under the chin at all times, and will not be worn around the neck. Within 50 feet of running engines, headgear must snap, button, Velcro or tie under the neck and must stay securely fastened.

3.1.4. Restricted Area Badges (RAB) will be worn IAW AFI 21-101. RABs will be secured with a lanyard. The badge will be attached to personnel as follows: The first point of attachment will be a non-metallic lanyard secured from the individual to the badge. The second point of attachment will be a clip (or equivalent) on the badge secured to the individual. RABs will be displayed above the waist. RABs may be displayed with armbands on either arm of an individual. Remove RAB prior to entering engine inlet for maintenance, and within 25 feet of an operating engine. EXCEPTION: RABs completely secured inside of an armband pouch do not need to be removed.

Chapter 4

FOD PROTECTION

4.1. General. FOD protection provides the final element of an effective FOD prevention program. FOD protection programs and procedures are designed to eliminate or remove foreign debris from critical areas. FOD protection requirements are as follows:

4.1.1. Squadron FOD Walks are the last line of defense against FOD. Squadron FOD/DOP Monitor will ensure squadron FOD walks are conducted in an orderly, organized and safe manner.

4.1.1.1. Daily FOD walks will be conducted on all rows/sites where aircraft launch and recovery operations take place, as well as the route of aircraft travel from the parking location to main taxiway by launch and recovery personnel. Production Superintendents will call in completion of FOD walk to the Maintenance Operations Center (MOC).

4.1.1.2. Weekly FOD walks will be conducted at a minimum of one time a week, on the first day of the week, prior to the first sortie of the day. During each FOD walk units will contact the MOC upon start and completion of the FOD walk. Squadron FOD/DOP Monitor will provide the amount of FO in pounds found after each weekly FOD walk has been conducted to the Wing FOD Monitor (2 BW/FOD), email to 2bw.fod@us.af.mil, for inclusion in the semiannual FOD Prevention meeting. Memorandum; provided by 2BW FOD/DOP Monitor by email to 2bw.fod@us.af.mil or SharePoint at <https://usaf.dps.mil/sites/barksdale/2%20BW/WSA/FOD/Miscellaneous/Forms/AllItems.aspx>.

4.1.1.3. FOD Busters and/or Bosses are required to be utilize at a minimum of two hours per week to assist with FOD protection. FOD Boss/Buster trays and magnets will be cleaned after each use to prevent additional FO being placed on the flightline. Squadron FOD/DOP Monitor will provide monthly serviceability status of FOD Boss/Buster and weekly usage to the Wing FOD Monitor (2 BW/FOD), email to 2bw.fod@us.af.mil.

4.1.2. Hangar and Dock FOD Walks:

4.1.2.1. Daily FOD walks will be conducted by maintenance personnel working in an aircraft hangar inside their respective areas a minimum of once a day when aircraft are present.

4.1.2.2. Weekly FOD walks will be conducted inside and outside of empty hangars a minimum of once a week.

4.1.2.3. Mechanical/vacuum sweepers, magnetic bars or sweeping by hand are required and will be utilize at a minimum of one hours per week. Equipment will be cleaned after each use to prevent additional FO being placed on the Hangar and Dock floor.

4.1.2.4. Tow supervisors will ensure FOD is removed from around and under the aircraft prior to aircraft removal from a hangar, IAW 2 MXG CL-100, *Aircraft Hangar Entry/Exit Checklist*. These dock areas will randomly spot checked by Quality Assurance (2 MXG/QA) to ensure compliance.

4.1.3. MXS/FOD Monitor will provide the amount of FO in pounds found after each Phase inspection has been conducted to the Wing FOD Monitor (2 BW/FOD), email to 2bw.fod@us.af.mil, for inclusion in the semiannual FOD Prevention meeting. This information will be maintained at Tab F of the FOD/DOP Monitor's continuity binder as described in paragraph 2.4.3.6. Memorandum; provided by 2 BW FOD/DOP Monitor by email to 2bw.fod@us.af.mil or SharePoint at <https://usaf.dps.mil/sites/barksdale/2%20BW/WSA/FOD/Miscellaneous/Forms/AllItems.aspx>.

4.1.4. Aircraft FOD Checks on the aircraft flight deck and compartments will be conducted to ensure they remain as clean as possible. This will prevent FO from interfering with or damaging crucial aircraft components. Therefore, maintenance and flight crew personnel will ensure the aircraft flight deck is clean of FO before and after every flight.

4.1.5. Vehicle FOD Checks on all vehicles, including equipment being driven or towed, entering the flightline will be accomplished via a rollover tire check at the FOD check points. EXCEPTION: Emergency vehicles responding to flightline incidents are exempt, but a rollover FOD check will be completed prior to leaving the flightline area of emergency to ensure FO is not carried to other areas of the flightline.

4.1.5.1. In the hours of darkness where sufficient light is not available (e.g. light-all at ECP), a flashlight will be used.

4.1.5.2. Vehicle NCOs will ensure their unit vehicles that transit the flightline are equipped with a FOD picker and that vehicle keys are secured to a high visibility device such as a brightly colored streamer or reflective placard permanently marked with the vehicle's registration number. Both devices along with the keys and fuel key will be annotated on the vehicle's AF Form 1800, *Operator's Inspection Guide and Trouble Report*. Per AFI 21-101, 2 BW Supplement, additional equipment assigned to the vehicle which are not permanently attached (i.e. ice scrapers, fire extinguishers, flashlights/beacons, etc.) will be marked with the vehicle registration number and annotated on the vehicle's AF Form 1800.

4.1.6. Airfield Manager (2 OSS/OSAA) with 2 CES will develop a Barksdale AFB sweeper plan.

4.1.6.1. This Barksdale AFB sweeper plan must ensure the Alpha, Bravo, Charlie, Delta, and Echo taxiways, Alert Aircraft Parking Areas (AAPA), all taxi lanes and runways are swept at regularly occurring intervals that complies with the needs of the Airfield.

4.1.6.2. A current copy of the sweeper plan will be provided to the Wing FOD Monitor (2 BW/FOD), at 2bw.fod@us.af.mil.

4.1.7. FOD Risk Reporting will be accomplished anywhere noticeable FO hazards are identified will be immediately reported to the Maintenance Operations Center (MOC) and Airfield Management (2 OSS/OSA) to ensure the applicable ramp or runway area is swept or cleared before engine run or taxi operations begin.

4.1.7.1. CONS will ensure all Base Civil Engineer contractors performing airfield repair work are properly trained on the BAFBI 21-114 and supplied at a minimum the required vehicle flightline driving items outlined in [paragraph 4.1.4](#).

Chapter 5

TOOL CONTROL FOR ALL NON-AIRCRAFT MAINTENANCE AGENCIES

5.1. General. Everyone who performs duties on the airfield or in aerospace maintenance facilities is responsible for safeguarding their equipment against loss by ensuring accountabilities before and after each trip. All tools in aircraft-related maintenance areas will be marked with permanent identifiers and tracked by the owning work center. All personnel in aircraft-related maintenance areas will perform a 100% accounting of their tools upon entry and before exiting these areas. Lost or missing tool/equipment items within the airfield or aerospace maintenance facilities will be reported to the work center custodian or supervisor immediately. Extreme measures will be taken with locating missing item(s). If missing item(s) are not located immediately, the supervisor will contact the Maintenance Operations Center (MOC) office at 456-4041 and MXG Quality Assurance office at 456-5878 immediately for instructions on further actions. AFGSC Form 145, *Lost Tool/Object Report*, will be completed by the individual who lost the item and given to Quality Assurance (2 MXG/QA) within five duty days to be filed.

5.2. Program Elements. To be in compliance with this instruction, units must establish a program or demonstrate that existing programs meet the intent of tool and equipment accountability and control. A solid tool control program in the context of this instruction must include the following:

5.2.1. Master Inventory Listing (MIL): A listing of all items dispatched out. Individual tool boxes will include an inventory of all items in that box.

5.2.2. Daily Inventory Log: Proof of physical accountability of all items on the MIL before and after each duty day or shift.

5.2.3. Sign In/Sign Out Log: Method to show custodial responsibility of items checked out for use on the airfield or in aerospace maintenance facilities. NOTE: Ideally, a second person (if available) should sign in the item upon turn-in.

5.2.4. Program continuity book: Specific contents are at the discretion of the flight chief/section NCOIC (or equivalent), but should include shop policy and the MIL.

5.2.5. For additional guidance refer to Chapter 8 in AFI 21-101 and AFI 21-101_AFGSCSUP.

5.3. Products Available. While not all are mandatory for non-aircraft maintenance units, the following products are readily available:

5.3.1. Computer based tool accountability; units that do not already have a computer program to control tools may use any Air Force approved program such as the Tool Accountability System TM (TAS), TC Max, or any other approved tool accountability system. These are computer programs developed for the Air Force and primarily designed for aircraft maintenance units, but the software is very adaptable for any unit. Contact your unit computer administrator before installing any software.

5.3.2. AFGSC Form 140, *Consolidated Tool Kit (CTK) Inventory and Control Log*. Inventory and Control Log may be used to sign tool kits or other equipment out and to document inventory upon return. AFGSC Form 140 can be found at: <https://static.e-publishing.af.mil/production/1/afgsc/form/afgsc140/afgsc140.pdf>

5.3.3. AFGSC Form 145, *Lost Tool/Object Report*. This report is required and will be completed by the individual losing the tool/object anytime a tool/object is lost on the airfield or in an aerospace maintenance facility. If this situation arises, immediately contact Quality Assurance (2 MXG/QA) for guidance on completing the form. AFGSC Form 145 can be found at: <https://static.e-publishing.af.mil/production/1/afgsc/form/afgsc145/afgsc145.pdf>

5.3.4. Definitions:

5.3.4.1. Tool: Device/instruction used to perform maintenance and repair of Real Property facilities, roadways, airfields, power distribution systems, airfield lighting, aircraft barriers, and utility functions.

5.3.4.2. Equipment: A device required to accomplish a task or carry out work, such as surveyors' transit, portable generator, etc.

5.3.4.3. Electronic Device: Portable items such as land mobile radios (LMR), cell phones, and laptop computers.

5.3.4.4. Airfield: Includes all areas of the installation involved in aircraft operations, such as taxiways, parking ramps, hardstands, and the runway.

5.3.4.5. Aerospace maintenance facilities: Includes all aerospace maintenance areas including buildings/docs, aircraft maintenance hangers, and munitions storage area.

Chapter 6

REPORTING/INVESTIGATION

6.1. For any reportable FOD/DOP incident is reported. Wing FOD Monitor (2 BW/FOD), Quality Assurance (2 MXG/QA) and the Production Superintendent will develop a recommendation to the Maintenance Group Commander (2 MXG/CC) in regards to the impoundment of the aircraft/engine to determine the source of the incident.

6.2. If an aircraft impoundment occurs: The aircraft and affected engine will be simultaneously impounded to ensure there is no “gap” in engine impoundment ownership. The aircraft will be released from impound upon impoundment transfer to the engine removed, IAW AFI 21-101 and applicable local instructions.

6.3. For any reportable FOD/DOP incident: The Wing FOD Monitor (2 BW/FOD) and Wing Safety (2 BW/SE) will investigate to identify: the source of the incident, what element of the program failed to eliminate the incident and what steps will require additional emphasis, immediate change or attention. A formal report will be forwarded to the Vice Wing Commander (2 BW/CV), Maintenance Group Commander (2 MXG/CC), Wing Safety (2 BW/SE), and Global Strike Command detailing the findings and recommendations.

6.4. For any reported FOD incident. The responsible Production Superintendent will ensure the applicable form is filled out by the appropriate personnel and forwarded to Wing FOD Monitor (2 BW/FOD) at 2bw.fod@us.af.mil at within 24 hours of discovery.

6.5. All tenant units will follow the published FOD/DOP incident reporting procedures for their respective command. Forward a copy of the formal report to the Wing FOD Monitor (2 BW/FOD) at 2bw.fod@us.af.mil for trending and cross-tell purposes.

Chapter 7

FOD PREVENTION INCENTIVE PROGRAM

7.1. The Wing FOD Monitor (2 BW/FOD) Prevention Incentive Program requires:. Active involvement at both the organizational and individual levels. The intent of the program is to reward FOD conscious personnel who take extra steps to identify and correct potential FOD hazards both on and off the flightline. The Wing FOD Monitor (2 BW/FOD) oversees the program. Submission details are provided on SharePoint at <https://usaf.dps.mil/sites/barksdale/2%20BW/WSA/FOD/SitePages/Home.aspx>

7.2. The FOD Buster of the Month award:. Promotes attention to detail by identifying and eliminating potential sources of FO.

7.2.1. Submit FOD Buster award nominations to the Wing FOD Monitor (2 BW/FOD) at 2bw.fod@us.af.mil. All submissions are due by the last Friday day of each month. Memorandum; provided by 2 BW FOD/DOP Monitor by email to 2bw.fod@us.af.mil or SharePoint at <https://usaf.dps.mil/sites/barksdale/2%20BW/WSA/FOD/Wing%20FOD%20Incentive%20Award%20Program/Forms/AllItems.aspx>.

7.3. The FOD Poster Contest of the Month: Promotes awareness and prevention. Poster submissions may be hand drawn or computer generated.

7.3.1. Submit FOD Poster nominations to the Wing FOD Monitor (2 BW/FOD) at 2bw.fod@us.af.mil with name of the individual. Please format posters to portrait (8.5" X 11") size. All submissions are due by the last Friday day of each month.

7.4. The Golden Bolt of the Month: Promotes awareness, prevention and attention to detail by identifying potential FO hazards during routine FOD walks. The Golden Bolt will be placed at random during weekly squadron FOD walks to determine the effectiveness of the squadron FOD prevention program and personnel awareness.

7.5. All FOD Prevention Incentive Program winners will: Receive a Certificate of Recognition from the Vice Wing Commander (2 BW/CV). The FOD Buster of the Month and the FOD Poster Contest of the Month winners will receive a 2-day pass (CTO). Golden Bolt of the Month winners will receive a 1-day pass (CTO). Use of the day pass should be coordinated with your supervisor and/or organizational leadership.

MARK C. DMYTRYSZYN, Colonel, USAF
Commander

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

AFI 21-101, *Aircraft and Equipment Maintenance Management*, 15 January 2020
AFI 21-101_AFGSCSUP, *Aircraft and Equipment Maintenance Management*, 25 October 2015
AFI 21-101_2BWSUP, *Aircraft and Equipment Maintenance Management*, 22 October 2017
AFI 36-2903, *Dress and Personnel Appearance of Air Force Personnel*, 7 February 2020
AFI 91-204, *Safety Investigations and Reports*, 26 April 2018

Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*
AF IMT 1800, *Operator's Inspection Guide and Trouble Report*
AFGSC Form 140, *Consolidated Tool Kit (CTK) Inventory and Control Log*
AFGSC Form 145, *Lost Tool/Object Report*

Abbreviations and Acronyms

AFE—Aircrew Flight Equipment
AFI—Air Force Instruction
AMXS—Aircraft Maintenance Squadron
AAPA—Alert Aircraft Parking Areas
CC—Commander
CES—Civil Engineer Squadron
CTK—Composite Tool Kit
CTO—Compensatory Time Off
CV—Vice Commander
DO—Dropped Objects
DOP—Dropped Object Program
ECP—Entry Control Point
FASC—Failure Analysis Service Center
FAST—Failure Analysis Service Technology
FO—Foreign Object

FOD—Foreign Object Damage
IAW—In Accordance With
IMT—Information Management Tool
LRS—Logistics Readiness Squadron
MOC—Maintenance Operations Center
MXG—Maintenance Group
MXS—Maintenance Squadron
OG—Operations Group
OPR—Office of Primary Responsibility
OSA—Operations Support Airfield
OSS—Operations Support Squadron
QA—Quality Assurance
SE—Safety Engineer
SMET—Structural Materials Evaluation Team
SQ—Squadron
TAS—Tool Accountability System
WS—Weapons Standardization

Attachment 2

2BW FOD WALK AREA OF RESPONSIBILITY (AOR)

Figure A2.1. 2BW Units FOD Walk Area of Responsibility (AOR).

