

**BY ORDER OF THE COMMANDER
434TH AIR REFUELING WING**

**GRISSOM AIR RESERVE BASE
INSTRUCTION 13-201**



20 APRIL 2020

Space, Missile, Command and Control

**GRISSOM ARB AIRFIELD
OPERATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 434 OSS/AT

Certified by: 434 OG/CC
(Col Brian D. Hollis)

Supersedes: GRISSOMARBI13-201,
23 August 2016

Pages: 92

This publication implements AFD 13-2, *Air Traffic Control, Airspace, Airfield, and Range Management*, AFI 13-204 Volume 1, *Airfield Operations Career Field Development*, AFI 13-204 Volume 2, *Airfield Operations Standardization and Evaluations*, and AFI 13-204 Volume 3, *Airfield Operations Procedures and Programs*. It directs the administration of facilities, the use of equipment, the operations and the training of airfield operations. It outlines duties and responsibilities of Airfield Operation members assigned to Grissom Air Reserve Base (ARB). This instruction establishes procedures and responsibilities for effective management of local airfield operations and procedures, airspace utilization, flight operations, ground operations, and emergency procedures at Grissom ARB. This instruction is applicable to all groups within the 434th Air Refueling Wing (434 ARW), tenant units, and other agencies operating at Grissom ARB. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate chain of command. 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*, Table 1.1 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. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual

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SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Changes include revision of [1.3.2](#) to annotate delegation of chairperson for AOB, revision of [1.3.5.4](#) and [1.3.5.7](#) to change review quarters and months, minor rewording of [2.26.1](#), revision of name of section in [2.2.1](#) and [2.26.3.1](#), rewrite of [2.2.2](#) to better describe Weather Services operating hours and services available, a change of name from Montgomery Aviation to Miami County Aviation was made throughout document, telephone number correction was made in [2.26.3.2](#), maintenance and construction procedures were rewritten in [2.27.2](#), rewrite of [2.27.3.1](#), [2.27.3.2](#), [2.27.3.3](#), [2.27.3.3.2](#) and [2.27.4](#) to better describe waivers, emergency vehicles description was rewritten at [3.1.4](#), [3.1.4.1](#) and [3.1.4.2](#), [3.3.2.6](#), [3.3.2.7](#) and [3.3.5](#) received a minor rewording for better clarity, [3.18.1](#) was rewritten for better clarity, minor rewording and correction of frequency was made in the note to [3.18.4](#), [4.6.3](#) and [4.6.4](#) were rewritten for better clarity describing additional airfield checks, rewording for NOTAM system was made in [4.7.4.1](#), additional sections were added for notification in [4.7.4.3](#), more detailed description of perimeter road access was made in [4.8.1](#), rewrite of [4.11.1](#) and [4.11.2](#) for better descriptions of Meteorological Technician availability, information to be provided and coordination of lightning and funnel cloud/tornadic activity, [4.12.1](#) was rewritten to add further detail, additional information on taxi routes was provided in [4.16.1.1](#), [4.16.1.2](#) and [4.16.1.3](#). Rewording was made to [4.22.3](#) for better clarification of runway operations suspension and closure. A minor rewording regarding FLIPS was done to [4.23.3](#) and [4.23.4](#). Military transient aircraft description was adjusted at [4.24.1](#). Frequency was corrected in [5.6.1.4](#), [5.6.1.8](#) and [5.7.1.1](#). Times were corrected in [5.6.1.1](#) and [5.6.3.2](#). Section [5.22](#) and accompanying subs for Explosive Ordnance Disposal Operations was added. Altitudes were changed due to new rounding requirements in [6.1.2](#), note to [6.2.1.2](#), [6.2.2](#), [6.2.3](#), note to [6.3.1.2](#), note to [6.3.2.2](#), [6.3.5.1](#), [6.3.5.2](#), note to [6.4](#), [6.7.1](#), [6.7.2](#), [6.8.2.5](#) and [6.10.2.2](#). Rewriting for better clarity of severe weather procedures was done to [6.18.1](#), [6.18.2](#), [6.18.2.1](#), [6.18.3.2](#) and [6.18.4.2](#). Airfield activities during lightning warnings was rewritten for clarity in [6.20](#). RPM actions were rewritten in [7.3.2.3](#). Insertions were made at [1.3.4.14](#), [2.9.3](#), [2.27.5](#), [3.19.5](#), [3.19.7](#), [5.22](#) and [7.1.2.4](#). Deletions were made at [1.3.5.9](#), [2.12.1](#), [2.24.2](#), [2.24.6.3](#), [3.1.4.3](#), [3.20.3.4](#), [4.2.10](#), [4.5.5](#), [5.6.1.5](#) and [5.6.3.3](#). Renumbering was done at [1.3.4.13](#), [1.3.5.10](#), [1.3.5.11](#), [2.27.5](#), [3.19.5](#), [4.2.10](#), [5.6.1.5](#), [5.6.1.6](#), [5.6.1.7](#), [5.6.1.7.1](#), [5.6.1.7.2](#) and [5.6.3.3](#). Minor changes for punctuation, spelling errors and/or grammar were made at [1.6](#), [2.3.1](#), [3.5.2](#), [3.13.1](#), [3.16.4](#), [4.1.6](#), [4.17](#), [4.2.1](#), [4.2.2](#), [4.13.1](#), [4.15.3](#), [5.3.3](#), [5.7.2.1](#), [6.10.3.1](#), [6.18.4](#), [6.19.1](#), [7.5.4](#), [7.7.2.3](#), and [7.7.2.6](#). **Chapter 5** title was re-worded. **Attachment 1**, references and terms had minor updates/corrections. **Figures A2.1**, **A3.1**, **A4.1**, **A8.1**, **A9.1**, **A10.1** and **A13.1** were replaced with updated figures.

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Chapter 1

INTRODUCTION

1.1. Scope. This instruction prescribes local procedures concerning aircraft and airfield vehicular operations at Grissom Air Reserve Base (GARB). This instruction provides local guidance to support applicable Federal Aviation Administration (FAA) Orders/Handbooks, Air Force, Air Force Reserve Command (AFRC) and other Department of Defense (DoD) directives. Deviation from this instruction is authorized only when directed by competent authority, or when necessary in the interest of ground or flying safety. Personnel must report such deviations as required by current and applicable directives. Airfield and flight operations in the Grissom (GUS) area necessitate compliance with the procedures established herein.

1.2. Revisions. This instruction will be reviewed annually. Recommendations for revisions to this instruction are encouraged and should be forwarded to the 434th Operations Support Squadron (434 OSS), Air Traffic (AT), 434 OSS/AT.

1.3. Airfield Operations Board (AOB).

1.3.1. The Grissom ARB AOB meets quarterly and provides a forum for discussing, coordinating, tracking, and updating airspace, airfield and air traffic control activities in support of Grissom's mission. The base AOB will convene quarterly and it will be scheduled by 434 OSS/AT, Airfield Operations Manager (AOM). (T-1)

1.3.1.1. AOB meetings will be conducted at the following intervals. (T-2)

1.3.1.1.1. Jan-Mar = 1st quarter; conducted NLT 15 April. (T-2)

1.3.1.1.2. Apr-Jun = 2nd quarter; conducted NLT 15 July. (T-2)

1.3.1.1.3. Jul-Sep = 3rd quarter; conducted NLT 15 October. (T-2)

1.3.1.1.4. Oct-Dec = 4th quarter; conducted NLT 15 January. (T-2)

1.3.2. The AOB is chaired by the Vice Wing Commander (434 ARW/CV) or his or her designated chairman and this is not to be delegated lower than the OG/CC. (T-1)

1.3.3. Board Membership. The following organizations are identified as members in accordance with (IAW) AFI 13-204, Volume 3, *Airfield Operations Procedures and Programs*. Other persons with business for the Board are welcome and encouraged to attend (T-3):

1.3.3.1. 434th Operations Group Commander (OG/CC); Chairman.

1.3.3.2. 434th Mission Support Group Commander (MSG/CC).

1.3.3.3. 434th Maintenance Operations Flight Commander (MXG/CC).

1.3.3.4. 434th Operations Support Squadron Commander (OSS/CC).

1.3.3.5. 72nd Air Refueling Squadron (ARS).

1.3.3.6. 74th Air Refueling Squadron (ARS).

1.3.3.7. 434th Operations Group Standardization and Evaluation (OG/OGV).

1.3.3.8. 434th Air Refueling Wing Safety (ARW/SE).

- 1.3.3.9. 434th Command Post (ARW/CP).
- 1.3.3.10. 434th Communications Squadron Commander (CS/CC).
- 1.3.3.11. 434 ATCALS (OSS/OSM).
- 1.3.3.12. 434th Civil Engineering (MSG/CE).
- 1.3.3.13. 434th Air Traffic (OSS/OSA) Sections: Airfield Operations Manager (AOM), Air Traffic Manager (ATM), Training and Standardizations Manager (TSM), Terminal Instrument Procedures (TERPS) Specialist and Air Traffic Control Automation Manager (ATCAM).
- 1.3.3.14. Airfield Manager.
- 1.3.3.15. Weather
- 1.3.4. The following items shall be briefed at the AOB quarterly: (T-3)
 - 1.3.4.1. Airspace (Terminal, Enroute and Special Use Airspace).
 - 1.3.4.2. ATC and Local Flying Procedures (New, Revised, Rescinded and Seldom Used).
 - 1.3.4.3. Military, FAA or Host Nation Concerns.
 - 1.3.4.4. Airfield Operations Flight Staffing.
 - 1.3.4.5. Air Traffic Control and Landing Systems.
 - 1.3.4.6. Airfield Environment.
 - 1.3.4.7. Self-Assessment (MICT Checklist) or any other Special Interest item.
 - 1.3.4.8. Status of Airfield Driving Program.
 - 1.3.4.9. Runway Incursions and Controlled Movement Area Violations (CMAVs).
 - 1.3.4.10. Hazardous Air Traffic Reports (HATRs).
 - 1.3.4.11. Bird Aircraft Strike Hazard (BASH) Program.
 - 1.3.4.12. Mid Air Collision Avoidance (MACA).
 - 1.3.4.13. Joint Airfield Inspection.
 - 1.3.4.14. Annual Review Items.
- 1.3.5. The following annual review items shall be addressed at the AOB in the calendar quarter indicated or as changes occur:
 - 1.3.5.1. Letter of Procedures Review---First Quarter/April.
 - 1.3.5.2. Terminal Instrument Procedures/Airspace (TERPS)---First Quarter/April.
 - 1.3.5.3. Air Installation Compatible Use Zone (AICUZ)---Third Quarter/October.
 - 1.3.5.4. Results of annual self-inspection---Third Quarter/October.
 - 1.3.5.5. Results of the Annual Certification/Safety Inspection/Quarterly Joint Inspection--Second Quarter/July.
 - 1.3.5.6. Aircraft Parking Plan---Second Quarter/July.

1.3.5.7. Airfield Waivers (Permanent, and Temporary)---Second Quarter/July.

1.3.5.8. Maps and Diagrams (Grid Map, Visibility Checkpoint, Airport Diagram, Sunset/Sunrise Table, Airfield Lighting Diagrams, and Magnetic Variation Diagrams)---Third Quarter/October.

1.3.5.9. Airfield Suitability and Restriction Report---Second and Fourth Quarter/July and January.

1.3.5.10. Special Interest Items (SII) shall be reviewed and briefed in the first AOB following their release.

1.4. Air Traffic Control Training Review Board (TRB). The air traffic TRB is established to monitor and document the training status of air traffic personnel. The TRB shall be conducted quarterly. Board minutes shall be approved, signed and forwarded to AFRC/A3OA in conjunction with the AOB minutes. (T-1)

1.4.1. TRB meetings will be conducted at the following intervals. (T-2)

1.4.1.1. Jan-Mar = 1st quarter; conducted in April. (T-2).

1.4.1.2. Apr-Jun = 2nd quarter; conducted in July. (T-2).

1.4.1.3. Jul-Sep = 3rd quarter; conducted in October. (T-2).

1.4.1.4. Oct-Dec = 4th quarter; conducted in January. (T-2).

1.5. Pilot Controller Liaison Program (PCLP). The pilot controller liaison program provides a medium for cross flow of information between air traffic controllers, pilots, Airfield Management Operations (AMOPS) personnel, and weather personnel. Meetings are held quarterly. Information is captured within the AOB minutes. The AOM implements and manages this program. (T-3)

1.6. Mid-Air Collision Avoidance Program (MACA). An active MACA program is essential to flight safety. Representatives from both Grissom ARB flight safety and air traffic control (ATC) will educate the local flying community in the services provided by Grissom ATC as well as the hazards associated with military aircraft. The Air Traffic organization (434 OSS/OSAB) plays a key role in supporting wing safety managed programs such as MACA. This program is directed and managed by the 434 ARW/SE. (T-3)

Chapter 2

GRISSOM AIRFIELD AND AREA DESCRIPTIONS

2.1. Location. Grissom ARB is located in north-central Indiana, at N 40°38.89' and W86°09.13'. The airport identifier is KGUS. The airport elevation is 811' Mean Sea Level (MSL). Runway 05 threshold elevation is 809' MSL. Runway 23 threshold elevation is 799' MSL.

2.2. Air Traffic Control Facilities and Airfield Operations.

2.2.1. The Air Traffic Control (ATC) facilities at Grissom ARB consist of a Control Tower and a Radar Approach Control (RAPCON). The Grissom Control Tower operates Sunday thru Saturday from 0730 local until 2300 local (except for recognized federal holidays), and the Grissom RAPCON operates Sunday thru Saturday from 0730 local until 2300 local. Any changes in facility operating hours require Operations Group Commander (OG/CC) approval and appropriate Notice to Airmen (NOTAM) action (See AFI 13-204, Vol 3 for further guidance). AMOPS and Transient Alert operate Sunday thru Saturday, (0700 local to 2300 local), except on recognized federal holidays, unless otherwise published in a NOTAM. After-hour operations are approved on an individual basis. (T-0)

2.2.1.1. Grissom Radar Approach Control, RAPCON (GUS Approach) is responsible for controlling IFR traffic and providing basic radar services to VFR aircraft within the local flying area from the surface to 10,000' MSL (See [paragraph 2.19](#) and [Attachment 5](#), and [6](#)). (T-0)

2.2.1.2. Chicago Air Route Traffic Control Center (ZAU ARTCC) will provide approach control services when Grissom's airfield is open outside of Grissom's Approach Control operating hours. (T-0)

2.2.1.3. Grissom Tower is responsible for VFR operations within the Class D airspace. (T-0)

2.2.2. The Weather Services is collocated with AMOPS and operates seven days a week normally from 0700 local until 2300 local (to include all federally recognized holidays) and provides after hours weather support for resource protection, as required. Observations are taken via the FMQ-19 Automated Weather Observation Sensor 24-hours a day and augmented by human observers as required during airfield operating hours. The 15th Operational Weather Squadron (OWS) issues terminal forecasts 24 hours a day and amendments, as required. Pilot to Metro Service (PMSV) is available to provide flight crews with forecasted and current weather conditions to include pilot reports (PIREPs), surface weather observations, weather watches, warnings, and advisories. See the Instrument Flight Rules (IFR) Supplement for details. (T-3)

2.3. Grissom Class D Airspace. (T-0)

2.3.1. The airspace from the surface to 3,300' MSL within a 5.8 nautical mile (NM) radius of the airport (N 40°38.89' and W86°09.13').

2.3.2. During the hours that the Tower is operational, the Tower controls all aircraft operations within the Class D airspace.

2.3.3. Grissom Class D airspace reverts to Class E airspace when the Tower is closed. It will revert to Class G when both Tower and the weather section are closed.

2.4. Airfield Description to include Runways and Taxiways.

2.4.1. Grissom Air Reserve Base allows for joint use. The Air Force authorizes the Miami County Economic Development Authority (MCEDA) to permit civil aircraft equipped with two-way radios capable of communicating with the Control Tower to use Grissom's flying facilities. Civil aircraft using the Grissom joint use flying facilities under the Joint Use Agreement (JUA) are entitled to use Grissom for landings, takeoffs and ground movements of aircraft. These aircraft will only park in those areas owned and operated by MCEDA (See [Attachment 8](#)). (T-3)

2.4.2. Information concerning maximum gross weight allowed per aircraft type and landing gear configuration is identified in the Grissom airfield pavement evaluation which is published in appropriate Flight Information Publication (FLIP) documents. Additional information is available from the Airfield Manager (AFM) or Civil Engineering Pavements Engineer.

2.4.2.1. The runway (RWY 05/23) is a single runway, 12,501 feet long by 200 feet wide with 50 foot shoulders and a 1,000 foot asphalt overrun at each end of the runway. Overruns are not stressed for takeoff or landing. The first 1,000 feet of Runway 05 and 23 are un-grooved concrete. The interior 1,000 foot section where Taxiway Bravo enters the runway is grooved concrete. The remaining interior sections consist of un-grooved asphalt overlay on concrete. The runway gradient is 0.1%. (See [Attachment 2](#)).

2.4.2.2. Taxiways are lettered alphanumerically, "Alpha" through "Hotel." (T-0)

Table 2.1. Airfield Description.

Taxiway	Width	Remarks
ALPHA	112'	ALPHA has a hammerhead
BRAVO	75'	42' Shoulders
CHARLIE	75'	45' Shoulders
DELTA	75'	DELTA has a hammerhead
ECHO	75'	ECHO has a hammerhead
FOXTROT	75'	25' Shoulders
GOLF	75'	No taxiway lights on ramp/MCEDA side
HOTEL	75'	Not suitable for military fixed wing aircraft, no shoulders

2.4.2.3. The following ramps and taxiways are limited to weight bearing capacity restrictions: (Also see Grissom Pavement Evaluation).

2.4.2.3.1. Miami County Aviation Ramp is MCEDA property. This area is not suitable for fixed wing military aircraft. (T-3)

2.4.2.3.2. The area northwest of Foxtrot Row on the Mass Parking Area (MPA) and property adjacent to Taxiway Golf area is MCEDA property. These areas are not suitable for military aircraft (See [Attachment 8](#)). (T-3)

2.4.2.4. Airfield Management will coordinate with the AOM, OG/CC or applicable representative, prior to use of non-Grissom parking ramps. (T-3)

2.4.2.5. Procedures for opening/closing taxiways and ramps shall be directed by the Airfield Operations Manager, Airfield Manager or designated representative. (T-3)

2.5. Tower Visual and Radio Blind Spots. The Tower visual blind area is MCEDA property, the Miami County Aviation area. There are no radio blind spot areas on the airfield. In the event that one does occur notify 434 OSS/OSA, AOM or AMOPS.

2.6. Permanently Closed/Unusable Portions of the Airfield. The permanently closed/unusable portions of the airfield are defined as the old alert area (alert Christmas tree) adjacent to the approach end of Runway 23, the MCEDA property adjacent to Taxiway Golf, and the abandoned A10 engine run-up keyhole adjacent to Taxiway Charlie. (See [Attachment 2 and 8](#)). (T-3)

2.7. Aircraft Arresting Systems. Not available at Grissom ARB.

2.8. Local Frequencies.

2.8.1. The local frequencies are defined below. There are no published channelization procedures that are utilized for air traffic and aircraft operations. (T-3)

Table 2.2. Frequencies.

Agency:	UHF:	VHF:
Radar Approach Control – East	*338.275	*121.05
Radar Approach Control – West	291.675	*123.85
Departure Control	*338.275 / 351.1	*121.05
Tower	290.45	133.7
Ground Control	275.8	128.425
Clearance Delivery	318.2	123.7
Automatic Terminal Information Service (ATIS)	270.8	108.45
Pilot to Dispatch (AMOPS)	372.2	N/A
Pilot to Metro (Weather)	348.4	N/A
Command Post	252.1 / 311.0	N/A
*Note: Shared frequencies with Chicago Center between 0730 local thru 2300 local unless otherwise NOTAMed. At closing, Chicago Center assumes Grissom's airspace and identified frequencies.		

2.9. Automatic Terminal Information Service (ATIS) Procedures.

2.9.1. The Tower will broadcast ATIS messages anytime the facility is operational IAW FAA JO 7110.65, *Air Traffic Control*. (T-0) During other hours, a message indicating the airfield is closed will be broadcasted. Additional information may be included as deemed necessary by ATC. (T-3)

2.9.2. Maximum use of ATIS by pilots complies with the United States Air Force (USAF) policy to reduce communications. Arrival and Departure aircraft shall report the appropriate ATIS code on initial call-up. (T-1)

2.10. Flight Service for Grissom ARB. (T-0)

2.10.1. AMOPS enters all outbound flight information into the Aeronautical Information System Replacement (AISR). AMOPS flight follows inbound flights during operating hours.

2.10.2. Flight following by any agency other than AMOPS or an FAA agency does not guarantee automatic initiation of search and rescue (SAR), should it be required. If a local flight being followed by its parent unit becomes overdue, the parent unit must contact FAA Flight Service Station (FSS) to start search and rescue. If such an aircraft becomes overdue, AMOPS will initiate procedures as outlined in AFMAN 11-213, *Military Flight Data Telecommunications System*.

2.11. Navigational Aid (NAVAID) Ground Receiver Checkpoints. Two Very High Frequency Omni-Directional Radio Range Tactical Air Navigation Aid (VORTAC) Ground Checkpoints are located on airfield. One is located on Taxiway Alpha and the other is on Taxiway Hotel. (T-0)

2.11.1. Taxiway Alpha – GUS VORTAC 108.45/Channel 21[Y], GUS R-036/1.1 DME.

2.11.2. Taxiway Echo – GUS VORTAC 108.45/Channel 21[Y], GUS R-239/0.9 DME.

2.12. Navigational Aids (NAVAIDS). The following terminal NAVAIDS are available at Grissom:

2.12.1. VORTAC--Channel 21[Y]/108.45, Identifier-GUS (USAF operated and maintained, monitored by the RAPCON and equipped with emergency generator power).

2.12.2. ILS (USAF operated and maintained, monitored by the RAPCON, and equipped with internal monitors and emergency generator power). Allocated PMI schedule of this equipment is not required. (T-2)

2.12.2.1. RWY 05--Frequency: 109.5 Identifier: I-GUS.

2.12.2.2. RWY 23--Frequency: 109.5 Identifier: I-RSM.

2.12.2.3. Digital Airport Surveillance Radar (DASR). PMI time Mondays 0700 - 0900L. (T-3)

2.13. Instrument Landing System (ILS) Critical Areas. (T-0)

2.13.1. ILS Critical Areas consist of the Runway 23 Localizer, Runway 23 Glideslope Runway 05 Localizer, and the Runway 05 Glideslope Area. All of these ILS Critical areas are part of the CMA (See [Attachment 3](#)).

2.13.1.1. Runway 05 Localizer Critical Area (FAA standard). This rectangular area extends from the localizer transmitting antenna 2,000 feet toward the approach end of the runway and 200 feet on each side of the runway centerline. It includes 50-foot extension behind the localizer antenna. (T-2)

2.13.1.2. Runway 05 Glideslope Critical Area (FAA standard). This mostly rectangular area extends parallel to the runway from the 05 Glideslope antenna 3,100 feet towards the

approach end of Runway 05 and extends in width from the Glideslope antenna up to the edge of the runway and 200 feet south of the Glideslope antenna for a total width of 600 feet. (T-2)

2.13.1.3. Runway 23 Localizer Critical Area (FAA standard). This rectangular area extends from the localizer transmitting antenna 2,000 feet toward the approach end of the runway and 200 feet on each side of the runway centerline. It includes 50-foot extension behind the localizer antenna. (T-2)

2.13.1.4. Runway 23 Glideslope Critical Area (FAA standard). This mostly rectangular area extends parallel to the runway from the 23 glideslope antenna 3,100 feet towards the approach end of Runway 23 and extends in width from the glideslope antenna up to the edge of the runway and 200 feet south of the glideslope antenna for a total width of 500 feet. (T-2)

2.13.2. When the airfield is open, vehicles must request approval from the Control Tower prior to entering these areas. See [paragraph 4.8](#) for vehicles operating in the ILS critical areas. (T-2)

2.14. Precision Obstacle Free Zones (POFZ). Runway 23 and 05 Precision Obstacle Free Zone. The POFZ area is a 200 feet long by 800 feet wide rectangular shaped area that begins at the runway threshold and extends laterally 400 feet on each side of the runway centerline and extends 200 feet towards and into the overruns and surrounding areas. This area is evaluated to ensure the missed approach area is protected (See [Attachment 4](#)). (T-2)

2.14.1. For unrestricted instrument approaches, no above ground objects, regardless of fragility, are permitted in the POFZ except for taxiing aircraft or taxiing aircraft holding temporarily and those required for air navigation or aircraft ground maneuvering purposes. (T-2)

2.14.2. This area will be protected when the ceiling is less than 250 feet or the visibility is less than 3/4 statute mile (or Runway Visual Range (RVR) is below 4000 feet). (T-2) **Note:** Instrument hold lines are painted on Taxiways Alpha and Echo to protect the POFZ. During inclement weather aircraft and vehicles must hold short of these hold lines.

2.15. Protection of NAVAID Critical and POFZ Areas. (T-2)

2.15.1. When the airfield is open, Tower will apply procedures in AFI 13-204 Volume 3, *Airfield Operations Procedures and Programs*, FAA JO 6750.16, *Siting Criteria for Instrument Landing Systems* and FAA JO 7110.65, *Air Traffic Control*, to protect ILS Critical Areas (FAA standard for both Runway 05/23 Localizer and 23 Glideslope Critical Areas) and control vehicle/aircraft access to these areas. When the airfield is open, vehicles must request approval from Tower prior to entering these areas.

2.15.2. In order to protect the 05 Localizer and the 23 Glideslope area Tower will activate the Perimeter stop light at the Runway 23 approach end prior to the aircraft reaching the final approach fix.

2.15.3. The Runway 05 Glideslope area is UNPROTECTED. This area encroaches onto the county road (See [Attachment 3](#)).

2.15.3.1. To mitigate vehicles entering Runway 05 glideslope area via the base Perimeter Road a stop light is placed north and south of the Runway 05 Glideslope area. When this

light is activated vehicles must stop and request approval from Tower prior to entering this area.

2.15.3.2. The county road near the Runway 05 approach end violates the 05 Glideslope critical area. There is an airfield waiver on file and this information is identified in the FLIP, "RWY 05 ILS CRITICAL AREA NOT PROTECTED."

2.16. Air Traffic Control Aircraft and Landing Systems (ATCALS) and Auxiliary Power Requirements: (T-3)

2.16.1. ATC services must continue during severe weather or other power outages. The requirement to operate DASR, RAPCON, Tower, Ground Air Transmitter Receiver (GATR) site, VORTAC and ILS on auxiliary power 30 minutes prior to an estimated arrival of severe weather has been waived by the 434 OG/CC due to reliable commercial power and installed power transfer and auto-start equipment.

2.16.2. If commercial power becomes unreliable and the generator automatic transfer panels are known or suspected to be inoperative, the following facilities will be placed on emergency power, and will remain in that configuration until civil engineers certify that commercial power has stabilized:

2.16.2.1. RAPCON, Tower and AMOPS (Buildings 760, 762 and 600).

2.16.2.2. VORTAC and the ILS (localizer and glideslope antenna sites as applicable).

2.16.2.3. If the generator fails to auto-start, the WS/CIC will immediately notify the CE Service Desk and Command Post.

2.17. Wind Information. ATC must select wind sensors for the approach end of runway unless an operational advantage will result from another setting. ATC must advise the pilots if the reported wind is from other than the approach end of runway. This may be accomplished by including information on the ATIS. (T-3)

2.18. Runway Selection Procedures.

2.18.1. Runway 23 is the primary instrument and designated as the calm wind runway. (T-3)

2.18.2. Tower will designate the active runway as the runway most nearly aligned with the wind when 5 knots or more, or the calm wind runway (RWY 23) when less than 5 knots, unless use of another runway will be operationally advantageous or is requested by the pilot IAW FAA JO 7110.65, *Air Traffic Control*. Tower will coordinate with RAPCON and notify the following agencies of the active runway in use when opening the airfield and when changing the active runway: (T-0)

2.18.2.1. Tower shall coordinate with the RAPCON prior to making a runway change ensuring there is no disruption to the air traffic flow. (T-3)

2.18.2.2. Tower notifies RAPCON, AMOPS when the runway change has been completed. (T-3)

2.18.3. AMOPS will notify the Command Post and Weather upon receiving notification from the Control Tower that a runway change has been made. (T-3)

2.19. Local Flying Area. (T-0)

2.19.1. A sectional chart of the local flying area under Grissom Approach Control's jurisdiction is posted in the AMOPS section of the flight planning room. The vertical limitations extend from the surface up to 10,000 ft MSL (See [Attachment 5](#), and [6](#)).

2.19.2. The Twelve (12) Mile Military Operations Area (MOA), to include both the West and East sector, are within the confines of the Grissom Approach Control's airspace. This special use airspace (SUA) located northwest of Grissom is divided as follows (See [Attachment 5](#)).

2.19.2.1. 12 Mile MOA West sector – 500 ft AGL up to but not including 6,000 ft MSL.

2.19.2.2. 12 Mile MOA East sector – 500 ft AGL up to but not including 10,000 ft MSL.

2.19.3. The Hilltop MOA is also within the confines of the Grissom Approach Control's airspace. This area extends from 10,000 feet up to, but not including, Flight Level (FL) 180 (see [Attachment 5](#)). Above the Hilltop MOA, the Air Traffic Control Assigned Airspace (ATCAA) extends to FL390.

2.19.4. The Office of Primary Responsibility for scheduling activities is the 122nd Fighter Wing (FW) Ft Wayne Air National Guard (ANG). The Indiana ANG is the primary user of the Hilltop and 12 Mile MOAs. Other military units may use this area after coordination with the 122nd FW.

2.19.5. Chicago Air Route Traffic Control Center (ARTCC) has control of all approved flights into the MOA. Detailed procedures are contained in the Letter of Agreement (LOA) between Chicago ARTCC and the 122nd FW.

2.19.6. There are three military VFR Training Routes (VR-1640, VR-1641 and VR 1642) located adjacent to the Grissom Approach control boundary. These military routes allow for low altitude, high speed aircraft training. The originating and scheduling activity is the 122nd FW. The hours of operation for these routes are 1300-0300 Zulu (See [attachment 5](#)).

2.19.6.1. Clearance to fly these routes must be obtained from the scheduling agency (122nd FW).

2.19.6.2. Within the Grissom Approach control airspace there are 3 entry points and 1 exit point. VR1640 entry point A is located on the FWA R258/32 DME, VR1641 entry point A is located on the OKK R227/21 DME, VR1642 entry point A is located on the OKK R227/21 DME and VR1642 exit point A is located on the FWA R258/32 DME.

2.19.6.3. Further information to include route description, route width and special operating procedures can be found within the AP/1B, Area Planning and Military Training Routes.

2.19.7. Adjacent Airports. There are many civil airports with numerous general aviation aircraft operating VFR and IFR at various altitudes near Grissom ARB (See [Attachment 6](#)). Some of these airports support aero clubs, pilot training, parachute operations, aerobatic training and crop dusting aircraft. Most of the traffic (IFR and VFR) arriving at these airports are small fixed wing aircraft, helicopters and gliders. Some of these airports do support corporate air operations. Pilots should use caution while operating within the Grissom local area because civil traffic may not be in contact with air traffic control.

Table 2.3. Adjacent Airports (Airports are arranged in order closest to Grissom ARB).

Three Letter ID	Airport Name	Location	
OKK	Kokomo Municipal Airport	GUS R-151/8.2 DME	
I76	Peru Municipal Airport	GUS R-004/8.5 DME	
GGP	Logansport/Cass County Airport	GUS R-294/10.8 DME	
1I8	Converse Airport	GUS R-113/12.7 DME	
8I3	Glendale Airport	GUS R-193/12.9 DME	
IWH	Wabash Municipal Airport	GUS R-068/17.5 DME	
5I2	Flora Municipal Airport	GUS R-250/19.2 DME	
MZZ	Marion Municipal Airport	GUS R-115/23.4 DME	
1I9	Delphi Municipal Airport	GUS R-258/24.9 DME	
MCX	Monticello/White County Airport	GUS R-280/28.2 DME	
FKR	Frankfort Municipal Airport	GUS R-222/29.1 DME	
LAF	Purdue University Airport	GUS R-251/38.4 DME	

2.20. Airfield Lighting Systems. The runway is equipped with High Intensity Runway Lights (HIRLS). Runway 05 is equipped with US standard (ALSF-1) approach lights 3,000 feet long. Runway 23 has US standard (ALSF-1) approach lights 2,400 feet long. Both runways have Sequence Flashing Lights (SFL) and Precision Approach Path Indicators (PAPI). Additionally, the airfield has taxiway lighting, airport rotating beacon and obstruction lights.

2.21. Runway Lighting Requirements.

2.21.1. FAA JO 7110.65, *Air Traffic Control* contains the standards for operation of airport lighting. These procedures will apply except as stated in the following paragraphs.

2.21.2. When the prevailing visibility is one mile or less or whenever Runway Visual Range (RVR) is affected, the base weather station shall be informed of all changes to runway light settings. This procedure is required to support the RVR computer. This ensures that the 1 – minute RVR that is based on the HIRL setting of 3, 4, or 5 represents the existing RVR. (T-2)

2.21.3. When the Approach Lighting System (ALS) for either runway fails, no light landing minimums specified in DoD Flight Information Publication (Terminal) (FLIPS) will be used for the runway that it affects. AMOPS shall send a NOTAM stating the ALS is out of service when the ALS fails on either runway. The Control Tower will broadcast the phrase “NO LIGHT MINIMUMS IN EFFECT” on the ATIS when the ALS is out of service. (T-2)

2.21.4. When the airport is open, airport lighting and/or taxiway lights will be left on during snow removal operations. Runway lights will be turned on to the brilliance setting (5) when requested by snow removal supervisor or Airfield Management. (T-3)

2.21.5. The only requirement to operate airfield lighting after normal hours (0730 -2300L) would be to support snow removal operations when the Snow and Ice Control Plan (S&ICP) is in effect. If airfield lighting is required to support the S&ICP, the Control Tower will leave the lighting on and document this action in the daily events log. The rotating beacon will be turned off. When snow operations are complete, Real Property Maintenance (RPM) will then turn off all airfield lighting at the lighting vault. (T-3)

2.22. Contingency Control of Airfield Lighting. (T-3)

2.22.1. In the event that the airfield lighting or Tower lighting panel fails, Tower shall advise AMOPS of the outage and provide lighting requirements.

2.22.2. AMOPS shall immediately advise the AOM and Real Property Maintenance (RPM) airfield lighting personnel of the lighting outage, and send applicable NOTAM.

2.23. Airfield Lighting Inspections and Maintenance. (T-3)

2.23.1. RPM airfield lighting crews will complete all routine daily airfield lighting inspections and maintenance in accordance with Base Operating Support (BOS) Contract requirements.

2.23.2. Airfield lighting crews can complete emergency repairs between 0730 – 1630L. Repairs accomplished after hours shall be coordinated through AFM and or Command Post (CP).

2.23.3. The AFM will ensure:

2.23.3.1. AMOPS personnel conduct a lighting check at least once per day. Annotate the results of this check on the Airfield Inspection/Check Checklist. Airfield lighting outage information will be provided to the RPM airfield lighting technician. Notify the Tower of airfield lighting outages that require NOTAMs.

2.23.3.2. AMOPS tracks all lighting discrepancies and coordinates repairs.

2.23.4. The RPM Electric Shop will ensure:

2.23.4.1. Airfield lighting check form is obtained from AMOPS.

2.23.4.2. Airfield lighting system inspections are conducted in accordance with BOS Contract requirements in order to ensure system reliability.

2.23.4.3. AMOPS is notified of status of lighting outages (repairs, awaiting parts, etc.) and completion of lighting inspection.

2.24. Runway Surface Condition (RSC)/Runway Condition Reading (RCR).

2.24.1. The Airfield Manager shall ensure Airfield Management Operations personnel assigned are appropriately trained to determine and conduct RSC and RCR.

2.24.2. AMOPS personnel will determine the RSC and RCR and shall ensure timely posting and dissemination of information IAW AFI 13-204 V3 *Airfield Operations and Procedures and Programs*, Chapter 17 and the Grissom S&ICP. (T-1)

2.24.3. AMOPS personnel shall forward RSC and RCR results to the Control Tower and Airfield Management counter personnel on duty as quickly as possible for dissemination. (T-3)

2.24.4. AMOPS will complete Air Force Technical Order (AFTO) Form 277, *Results of Runway Braking Tests* and pass the information to Weather Personnel as soon as possible. IAW AFI 13-204, *Airfield Operations and Programs*, V3, Chapter 18, AM reports RSC and RCR data to ATC facilities, Base Weather and Command Post. (T-2)

2.24.5. AMOPS will send a NOTAM to report the surface condition (other than dry) and/or friction reading for the Runway, Taxiway and Ramp areas as required in the Snow and Ice Control Plan and other information essential to safe operations. (T-2)

2.24.6. When notified by Snow Control that chemicals are being applied to airfield pavements (e.g., runway, taxiway, MPA, etc.), AMOPS will: (T-1)

2.24.6.1. Notify the Control Tower and RAPCON.

2.24.6.2. Send a NOTAM (e.g., Chemicals applied to runway). Work with the Snow Control to determine when the chemical agent has dissolved enough to cancel the NOTAM.

2.24.7. RSC and RCR checks will be conducted following heavy rain, snow, sleet, freezing rain, pellets or any other occurrence that may result in a hazardous condition, or changes in the RSC and/or RCR. (T-3)

2.24.7.1. During rapidly changing conditions (increased snow fall, treatment of landing/taxiing surfaced, temperature changes, etc.) RSC and RCR checks must be conducted more frequently to ensure aircrews are provided with the most timely and accurate information. (T-2)

2.24.7.2. Airfield Management will immediately inform Command Post, Base Weather, Tower, RAPCON and aircraft of each change when rapidly changing conditions exist. (T-3)

2.25. Airfield Hazards. AMOPS will notify the Tower, Command Post and transient pilots of any changes in airfield conditions. (T-3)

2.26. Extending Airfield Operating Hours. (T-3)

2.26.1. After-hour operations are defined as any airfield operations required after published operating hours. Requests shall include any details related to the operation, (contact information, aircraft call-sign, mission number, type aircraft, date, time, justification, and any other details related to support the request). All requests for after-hour support will be considered individually. 434 OSS/AT (AOM) shall submit all requests to the 434 OG/CC for approval. No other transient aircraft operations are approved to operate on the airfield during that time without a separately approved request.

2.26.2. 434 OSS/AT (AOM) will coordinate all after hour request with ATC, Airfield Management and Weather. (T-3)

2.26.3. Procedures to extend airfield hours. (T-3)

2.26.3.1. Transient Alert will be supported by a controlled (open) airfield. A transient aircraft is defined as military or military contract aircraft other than those locally assigned

to Grissom agencies. As a minimum, the Tower, Weather, AMOPS, and Transient Alert shall be available to support these operations. All personnel will report one hour prior to the scheduled aerodrome opening. (T-3)

2.26.3.2. The aircraft scheduler, manager, or pilot, must contact Command Post and identify the need or potential need for extended operating hours as early as possible. Requests should be received at least 24 hours in advance to coordinate support. Call AFM Defense Switch Network (DSN) 388-2263 or commercial (765) 688-2263 during airfield operating hours. After airfield operating hours, call the Grissom Command Post (DSN 388-2124). The 434 ARW/Command Post shall relay all information to the AOM as necessary. (T-3)

2.26.3.3. The requestor shall communicate any changes to arrival time through Grissom Command Post (DSN 388-2124, Commercial 765-688-2124). NOTAMs shall reflect airfield hours based on after hours request and direct aircrew to contact Command Post (Brickyard) 30 minutes prior to arrival on frequencies UHF 252.1 or 311.0. (T-3)

2.27. Waivers to Airfield and Airspace Criteria.

2.27.1. Any construction or maintenance work within or near the airfield environment shall be coordinated with AFM prior to commencement of work. A pre-construction meeting is required for all airfield construction not considered normal airfield maintenance. Pre-construction meetings are typically hosted by the agency overseeing the construction. (T-1)

2.27.2. Airfield Construction/Work Crew/Maintenance Restrictions: The procedures outlined in this paragraph apply to any base agency, contractor, or government worker working on the airfield, or within 200 ft of the runway centerline and/or within a distance equal to the normal VFR holding position distance (Grissom 212 ft) from the near edge of any active segment of a runway and 200 ft of the taxiways centerlines. (T-0) The 434 MSG Civil Engineering Programmer (434 MSG/CECP) requires 45 days advance notification to process request for temporary waiver for any construction activities and any crane use within the airfield boundary or airfield imaginary surfaces as described in UFC-3-260-01. (T-3) In accordance with AFI 13-204V3, *Airfield Operations Procedures and Programs*, do not authorize an airfield construction project to start unless a temporary waiver has been approved by the Installation Commander. Obtain a copy of the approved waiver from Civil Engineering (CE) prior to the start of construction. (See UFC 3-260-01, Appendix B, Section 1 and Section 14). (T-1)

2.27.3. Airfield facilities and actions requiring waivers fall into one of three categories:

2.27.3.1. Permanent Waiver – Are established for criteria violations that cannot be reasonably met.

2.27.3.2. Temporary Waiver – Are established for criteria violations that can be corrected within eight years .

2.27.3.3. Temporary Construction Waiver – Is obtained when one or more elements of a construction project (equipment, facilities, personnel, etc.) violates criteria in UFC 3-260-01.

2.27.3.3.1. Temporary construction waivers must be requested from the Installation Commander no later than (NLT) 45 days prior to construction start unless it is an

emergency situation. Provide signed copy of temporary construction waiver to AFM prior to start of construction.

2.27.3.3.2. The Base Civil Engineer Community Planner is the OPR for all airfield waivers. All waivers are managed and maintained through the Air Force Airfield Waiver and Obstruction Tool (AWOT). AWOT is a decision support tool that allows managers and planners to view and rapidly develop course of action options for the establishment of airfields by analyzing logistical feasibility, obstructions, and safety of flight requirements in order to support various flying operations. (T-3)

2.27.4. Temporary waivers are a coordinated effort between CE and the 434 OSS/OSA staff personnel. Temporary waivers must address the required areas outlined in UFC 3-260-1. CE will draft the particulars of the construction project to include, airfield criteria violations, impacts to airfield operations and mitigating actions to reduce the risk of mishap. (T-3)

2.27.5. Temporary and Permanent waiver requests are submitted via AWOT to Headquarters. Final approval/disapproval is by the owning MAJCOM Deputy Commander. (T-2)

2.27.6. The Grissom Facilities Board is briefed on the status of the airfield environment and any planned changes at each meeting. The board is briefed annually on all active waivers and a report of the waivers for the preceding 12 months is submitted to HQ AFRC/CE. (T-3)

Chapter 3

EMERGENCIES

3.1. In-Flight and Ground Emergencies. During periods when the airfield is open the Control Tower will: (T-3)

3.1.1. Gather information, activate the Primary Crash Alarm System (PCAS) and provide follow-up information.

3.1.2. Advise on-scene commander when the aircraft is 10 miles out and when it is the next aircraft to land.

3.1.3. Notify the RAPCON whenever the runway is closed, runway operations have been suspended, and when the runway operations have been resumed. **Notes:** The on-scene commander will be the senior fire official unless relieved by the designated representative of the Installation Commander, IAW GARB IEMP 10-2, *Comprehensive Emergency Management Plan*. During actual emergencies all first responders (i.e., Fire Department, AMOPS and Security Forces (SF) etc.) may exceed established speed limits, taking into account driving conditions. First responders are exempt from conducting a Foreign Object Damage (FOD) check when responding to an actual emergency until emergency terminates. ALL drivers MUST obtain approval from the Tower prior to entering the controlled movement area and/or runway. (T-3)

3.1.4. Give priority to emergency vehicles and suspend runway operations once the emergency aircraft has landed and under controlled taxi:

3.1.4.1. An aircraft accident occurs on the runway or in the immediate vicinity of the runway.

3.1.4.2. A situation exists in the airfield environment that poses a hazard to flight operations.

3.1.5. Relinquish control of the runway to the on-scene commander once the aircraft has landed and been brought to a stop unless circumstances prevent this (e.g., additional emergency aircraft that require landing).

3.1.6. Resume normal runway operations after the Airfield Manager or designated representative reports the runway safe for operations.

3.1.7. AMOPS will: (T-3)

3.1.7.1. Activate the Secondary Crash Net (SCN).

3.1.7.2. Advise Tower when runway operations are resumed.

3.1.7.3. Dispatch AMOPS personnel to the airfield to suspend runway/airfield operations as needed.

3.1.7.4. Plot grid coordinates/cordon/Entry Control Points (ECP) and send NOTAMs as applicable.

3.1.7.5. Prior to resuming runway operations, AMOPS personnel must conduct an airfield check of all affected areas.

3.1.8. The On-Scene Commander will:

- 3.1.8.1. Determine the level of emergency response consistent with the nature of the emergency.
- 3.1.8.2. Assume control of the runway upon notification from Tower and return control to the Tower when emergency access is no longer needed.
- 3.1.8.3. Terminates emergencies as applicable; notifies Tower of emergency termination.

3.2. Crash Phone and Emergency Notification. (T-2)

3.2.1. The PCAS provides the Tower with an immediate means of relaying emergency information. Tower shall activate the Primary Crash Alarm System (PCAS) for the following:

- 3.2.1.1. Pilot declares an emergency or an aircraft mishap occurs in the base response jurisdiction.
- 3.2.1.2. Tower declares an emergency IAW FAA JO 7110.65, *Air Traffic Control*.
- 3.2.1.3. Aircraft departs a runway or taxiway surface without authorization.
- 3.2.1.4. Hung ordnance/hydrazine leak/hot gun/hung flares/Emergency Power Unit (EPU) activation.
- 3.2.1.5. Suspected or confirmed blown tire or hot brakes on an aircraft.
- 3.2.1.6. Nuclear, toxic chemical, or fuel emergency or accident involving aircraft or cargo.
- 3.2.1.7. Unauthorized/hostile aircraft operations.
- 3.2.1.8. Aircraft bomb threat.
- 3.2.1.9. Aircraft hijack threat.
- 3.2.1.10. No Radio (NORDO).
- 3.2.1.11. Unmanned Aircraft System (UAS) Lost Link.
- 3.2.1.12. As requested during a disaster response (real or exercise) that includes the airfield environment.
- 3.2.1.13. Any event a Tower controller may decide requires an emergency response.
- 3.2.1.14. To amend, revise, or update vital information previously passed on the PCAS.
Note: Relay events occurring outside of Grissom controlled airspace to the appropriate civil agencies (FSS, ZAU ARTCC, DEN, etc.).
- 3.2.1.15. Any time deemed necessary by the Tower Watch Supervisor.
- 3.2.1.16. All advance information that is received regarding an emergency.

3.2.2. Tower will activate the PCAS in a timely manner/as appropriate when an emergency is declared. Avoid activations that require lengthy delays to emergency response vehicles (i.e., long range early notifications). All updates pertaining to the emergency aircraft are transmitted via the PCAS. The following agencies have access to the PCAS:

- 3.2.2.1. Tower - only agency capable of activation, transmit and receive.
- 3.2.2.2. AMOPS - transmit and receive.

3.2.2.3. Fire Dispatch - transmit and receive.

3.2.3. AMOPS will relay all known data over the SCN and advise Tower of updated information received from a different source.

3.2.4. Tower will advise the on-scene Commander or Fire Chief via radio of emergency aircraft estimated arrival time.

3.2.5. The Fire Department will immediately notify Tower when a Class III fuel spill is discovered or when a Class II spill is upgraded to a Class III.

3.2.6. Tower will receive emergency termination from the Fire Department over the fire/crash net or direct landline and notifies RAPCON.

3.2.7. Tower/Command Post will notify AMOPS upon termination of an emergency. The PCAS is not activated to relay emergency termination.

3.2.8. AMOPS shall relay emergency termination over the SCN.

3.2.9. AMOPS will check the SCN system daily, normally right after the PCAS is tested.

3.2.10. As a minimum, the following information will be relayed as applicable:

3.2.10.1. Aircraft call sign and type.

3.2.10.2. Nature of the emergency or accident.

3.2.10.3. Pilot's intentions or desires.

3.2.11. The following information will be collected and relayed as time and circumstances permit. Tower will not delay PCAS activation in order to collect this information:

3.2.11.1. Location (include on or off base grid coordinates or landmarks).

3.2.11.2. Personnel involved (number and location, if known).

3.2.11.3. Fuel on board.

3.2.11.4. Landing runway.

3.2.11.5. Estimated time of arrival or time of occurrence.

3.2.11.6. Wind direction and speed.

3.2.11.7. Other information deemed necessary by the on-scene commander. **Note:** Specific procedures cannot always be prescribed for every emergency. If there is doubt that a given situation constitutes an emergency, it should be handled as an emergency. Obtain enough information to handle the emergency intelligently.

3.2.12. Any agency having additional or corrective information concerning the announced situation will relay the information to AMOPS via telephone or the secondary crash net.

3.2.13. The Tower initiates any required repair action of the PCAS circuits.

3.2.14. The Tower will initiate an operational test of the PCAS between 0800-0830L each day.

3.3. Secondary Crash Net (SCN).

3.3.1. The SCN is for the dissemination of emergency information only. (T-2) IAW GARB IEMP 10-2, *Comprehensive Emergency Management Plan*, provides checklist formats approved for local use. (T-3)

3.3.2. The following agencies have access to the SCN: (T-3)

3.3.2.1. Fire Department.

3.3.2.2. Command Post.

3.3.2.3. Security Forces.

3.3.2.4. Safety.

3.3.2.5. Weather.

3.3.2.6. Emergency Management Flight (CE & CE Readiness).

3.3.2.7. Maintenance Operations Control Center.

3.3.3. AMOPS is responsible for SCN activation and has the authority to interrupt other usage of the SCN should an aircraft emergency occur. (T-3)

3.3.4. AMOPS will test the SCN between 0800L and 0830L each day after the test of the PCAS. (T-3)

3.3.5. The alternate SCN is a pre-programmed land line conference call. The backup SCN will be tested quarterly on the first duty day of Mar, Jun, Sep and Dec. (T-3)

3.4. Aircraft Mishap Response/Reporting and Plotting Aircraft Coordinates. (T-2)

3.4.1. All mishap response and reporting procedures will be IAW applicable Air Force instructions, wing plans, local operating instructions and facility quick-reaction checklists.

3.4.2. On base and off base crash grid maps are located in Airfield Management Operations, Control Tower, Command Post, Emergency Management Flight, and the disaster control vehicle.

3.4.2.1. The grid map is read and plotted from left to right and from bottom to top. Directions are found on each of the grid maps.

3.4.2.2. The first report of the location of an actual or practice disaster will be in grid numbers/letters. The numbers and letters will be divided by the word “slash”, e.g., 17.3/K.4, is read “One seven point three slash kilo point four.”

3.5. Suspending Runway Operations.

3.5.1. The Tower Watch Supervisor/Controller in Charge (WS/CIC) or AMOPS shall suspend runway operations and coordinate appropriate NOTAMs in response to any condition that could temporarily affect safe airfield operations. Prior to resuming runway operations, AMOPS personnel must conduct an airfield check of all affected areas. Suspension and resumption notifications shall be passed through Tower and Command Post facilities. (T-1)

3.5.2. When runway operations are suspended due to snow operations, Airfield Management will timely notify the AOM, Command Post and MCEDA tenants. These tenant organizations (Dean Baldwin and Miami County Aviation) shall comply with Grissom ARB snow removal directives and should be notified in a timely manner when runway operations are suspended

and/or delays are anticipated. Airfield Management shall ensure NOTAM action reflecting runway operation suspension and reason is timely disseminated. (T-3)

3.5.3. Tower may resume normal runway operations with AMOPS concurrence. (T-2)

3.5.4. Suspension and resumption of runway operations will be annotated on AF Form 3616, *Daily Record of Facility Operation*. (T-2)

3.6. Wind Limitation on Tower and Tower Evacuation. (T-3)

3.6.1. The Tower will be evacuated when steady winds or peak gust velocity reaches or exceeds 65 knots or 74.8 miles per hour (MPH). This determination is based on structural limitations of the facility and the safety of personnel. Additionally the Tower will evacuate for fire, bomb threats or any other condition that is a detrimental safety risk to personnel. When required to evacuate, Tower personnel will advise RAPCON and those aircraft operating under Tower control that the Tower is evacuating.

3.6.2. Time permitting the Tower shall take the following actions:

3.6.2.1. Broadcast an evacuation message on guard and all primary frequencies; "ATTENTION ALL AIRCRAFT, GRISSOM TOWER IS BEING EVACUATED. CONTACT GRISSOM APPROACH ON 121.05 OR 338.275. TAXIING AIRCRAFT HOLD POSITION AND MONITOR 121.05 OR 338.275. This transmission may be altered to better address the situation.

3.6.2.2. Activate the PCAS and state the reason for the evacuation.

3.6.3. If Tower is unable to transmit, notify RAPCON to transmit the evacuation message.

3.6.4. RAPCON will notify Command Post, AMOPS, and SFS of the evacuation and they will terminate all aircraft approaches to the runway until further advised.

3.6.5. Tower personnel will evacuate to the RAPCON (Building (Bldg) 760) or as directed by senior management staff AOM, ATM or WS/CIC.

3.6.6. AMOPS will ensure the Grissom airfield is closed and will process/disseminate the appropriate NOTAM action.

3.7. RAPCON Evacuation: (T-3)

3.7.1. The RAPCON will evacuate for fire, bomb threats or any other condition that is a detrimental safety risk to personnel. When required to evacuate, broadcast the evacuation message on guard and all primary frequencies; "ATTENTION ALL AIRCRAFT, GRISSOM RADAR APPROACH CONTROL IS EVACUATING STANDBY FOR CHICAGO CENTER." Notify the Tower via the RAPCON/Tower shout line.

3.7.2. Time permitting, the RAPCON shall take the following actions:

3.7.2.1. Notify Chicago ARTCC and advise them reason for the evacuation and then release control of aircraft and airspace to Chicago ARTCC.

3.7.2.2. Notify Tower and advise them the reason for the evacuation.

3.7.2.3. Aircraft within the local radar pattern will be advised to maintain VFR conditions and contact the Control Tower.

3.7.3. In the event the RAPCON is unable to notify the Chicago ARTCC of a RAPCON evacuation, the Tower will inform them of the RAPCON's status.

3.7.4. The Tower will notify Command Post, AMOPS and SFS of a RAPCON evacuation.

3.7.5. When RAPCON evacuates, Chicago ARTCC will assume Grissom's airspace to provide IFR service to all inbound/outbound aircraft.

3.7.6. Chicago Center will coordinate with the Control Tower to provide inbound aircraft information and IFR releases on departure aircraft as requested.

3.8. Airfield Management Operations Evacuation: (T-3)

3.8.1. AMOPS personnel will evacuate for fire, bomb threats or any other condition that is a detrimental safety risk to personnel. When required to evacuate, broadcast the evacuation message on Pilot to Dispatch; "ATTENTION ALL AIRCRAFT, GRISSOM AIRFIELD MANAGEMENT OPERATIONS HAS EVACUATED. CONTACT GRISSOM RADAR APPROACH CONTROL ON 121.05 OR 338.275 FOR FURTHER ADVISORIES." Notify the Tower via the Tower direct ring line.

3.8.2. Time permitting, the AMOPS shall take the following actions:

3.8.2.1. Activate the SCN notifying all agencies of the evacuation.

3.8.2.2. Notify all building occupants of the evacuation. Ensure the safe is locked; check all rooms to make sure all personnel evacuated.

3.8.2.3. Lock doors, then assemble for accountability in the NW corner of the parking lot with the evacuation kit, laptop computer and two hand held radios.

3.8.3. Relocate to the RAPCON as soon as possible and complete the relocation checklist and if able, resume airfield management operations.

3.8.4. Upon termination and relocation to building 600, AMOPS will re-accomplish all notifications, record all actions in an appropriate events log and up channel information as required and then resume operations accordingly.

3.9. Weather Services Evacuation: (T-3)

3.9.1. Time permitting, transmit an evacuation message over the Joint Environmental Toolkit (JET) using the addressed message function provided the JET is operational. If the JET is not operational, upload to the Air Force Weather Web Services (AFW-WEBS) site or call DSN to 15th Operational Weather Squadron (OWS) with long line dissemination capability. If there is no time to accomplish this before evacuation send message from the alternate facility.

3.9.2. If able, advise Tower, Command Post, Weather Supervisor and AOM of evacuation.

3.9.3. Lock doors, then join with AFM with evacuation kit and laptop computer.

3.9.4. Relocate to the RAPCON as soon as possible and resume weather operations IAW Standard Operating Procedures (SOP).

3.9.5. Upon termination and relocation to building 600:

3.9.5.1. Transmit a reopening message over the JET, notify all customers, to include 15th OWS that weather services are resuming operations.

3.9.5.2. Re-accomplish all notifications, record all actions in an appropriate events log and up channel information as required.

3.10. Emergency Locator Transmitter (ELT) Signal.

3.10.1. Local ELT testing is authorized within the first five minutes of each hour with no more than three audible sweeps. ELT signals received outside of this time frame will be handled according to the following: (T-0)

3.10.2. The WS/CIC shall advise AMOPS and Chicago ARTCC that a distress signal is being received on 121.5 or 243.0. ATC will relay any information that may assist in locating the signal source. (T-3)

3.10.3. ATC shall request airborne aircraft to check emergency frequencies for signal strength and relay any information that may assist in locating the signal source. (T-3)

3.10.4. During airfield operating hours, any organization receiving an ELT signal must be reported to AMOPS. Once reported, an associated checklist will be accomplished. (T-3)

3.10.5. The ATC Supervisor or CIC shall advise all concerned when a distress signal is terminated. (T-3)

3.11. Blown Tire/Hot Brakes Procedures. (T-3)

3.11.1. When hot brakes or a blown tire is reported or suspected, the Tower shall declare a ground emergency. The aircraft shall remain in place on the runway at rollout and await CRASH response. CRASH will examine the aircraft, determine the condition of the aircraft's brakes and tires, and notify Tower of the aircraft's status.

3.11.2. If hot brakes have not been identified until the aircraft is approaching the MPA, ATC shall instruct the aircraft to hold its position on Taxiway Charlie, Golf or Foxtrot prior to entering the MPA. As soon as the aircraft has stopped, CRASH will examine the aircraft, determine the condition of the aircraft's brakes and tires, and notify Tower of the aircraft's status.

3.12. Hot Armament Area/Hung Ordnance Procedures. (T-3)

3.12.1. Aircraft carrying hot armament or having hung live ordnance are considered an emergency. When notified an aircraft has hot armament or hung live ordnance, the Tower shall activate the PCAS and pass all known information. After landing, the aircraft will be taxied to either the Primary or the Alternate Hot Armament/Hung Ordnance Area (See [Attachment 7](#)).

3.12.1.1. Primary Area: The Primary Hot Armament Area/Hung Ordnance is located on Taxiway Charlie between the runway and Taxiway Foxtrot. Aircraft will be parked on a heading of 230 degrees or as otherwise coordinated with the Wing Safety Weapons Officer.

3.12.1.2. Alternate Area: The Alternate Hot Armament Area/Hung Ordnance area will be coordinated with the Wing Safety Weapons officer.

3.12.2. Aircraft without live armament will be stopped in place or taxied to the nearest available taxiway and then stopped. This will be in coordination with the emergency on-scene commander. The important safety aspect is to ensure that the aircraft is positioned as not to endanger personnel, equipment, or aircraft resources.

3.12.3. Aircraft with live and or hot armament will normally be taxied to the primary hot armament area and stopped; however, if the aircraft is unable to taxi to the primary area, the aircraft will be stopped and initially positioned as not to endanger personnel, equipment, or aircraft resources until otherwise directed by the emergency on scene-commander. Furthermore, aircraft carrying hung ordnance shall not use the overhead traffic pattern.

3.13. External Stores Jettison Area/Procedures. (T-3)

3.13.1. Crash/rescue, Operations Coordinator (OC), Transient Alert, AMOPS or whoever is available first should assist the Tower to ensure the VFR drop area is clear of aircraft, personnel and equipment.

3.13.2. Drop Procedures under VFR conditions.

3.13.2.1. The Control Tower shall direct the pilot to the drop zone on a course parallel to Runway 23 between the runway and Taxiway Foxtrot at an altitude of not less than 1,000 feet MSL (See [Attachment 7](#)).

3.13.2.2. The Control Tower will request the pilot to advise entering the drop zone.

3.13.2.3. The pilot should initiate the drop passing Taxiway Charlie to ensure impact point within the drop zone.

3.13.3. There are no defined locations at Grissom that include a Radial/DME or Latitude/Longitude in order for an aircraft to jettison external stores under IFR conditions. During IFR conditions and if visual contact can be made with the ground the VFR drop area shall be utilized. Aircraft shall execute an instrument approach to Runway 23 (recommended) or other IFR approaches with a circling maneuver to Runway 23. Circling weather minimums for the category of aircraft to conduct the operation must exist.

3.13.3.1. Aircraft shall notify ATC when jettison is complete.

3.14. Hydrazine Procedures. (T-3)

3.14.1. If the Tower is advised of an Emergency Power Unit (EPU) activation or hydrazine leak, they will instruct the aircraft to park in one of the hazardous cargo areas and will declare an emergency.

3.14.2. Tower will give wind direction and speed information to the pilot and instruct them to point the nose of the aircraft into the wind and then relay the information to the Fire Chief or on-scene commander.

3.14.3. Airfield Management will, upon notification from the Control Tower, activate the secondary crash net and relay known information.

3.14.4. CRASH will call the hydrazine response team and direct the team to the safe or evacuation zone around the aircraft with a confirmed EPU activation or hydrazine leak. Only the Fire Chief or on-scene commander will terminate the emergency.

3.14.5. The parking areas for the hydrazine aircraft are as follows and they are not interchangeable (See [Attachment 7](#)):

3.14.5.1. Runway 23 – Aircraft will be taxied to Taxiway Delta and stopped.

3.14.5.2. Runway 05 – Aircraft will be taxied to Taxiway Bravo and stopped.

3.15. Bomb Threat to Aircraft. Upon receipt of information from any source that a bomb or other explosive device was or will be placed on or in an aircraft, take the following actions. Upon notification, Tower will:

- 3.15.1. Activate the PCAS and relay all known information. (T-1)
- 3.15.2. Advise the pilot of the aircraft involved and the RAPCON. The RAPCON will relay events to the appropriate civil agencies. (FSS, ZAU ARTCC, DEN, etc.) (T-0)
- 3.15.3. If the aircraft is on the ground, clear it to taxi to the nearest hazardous cargo area. (T-3)
- 3.15.4. If the pilot of an aircraft suspected of having a bomb aboard insists on taking off and in the controller's opinion the operation will not adversely affect other traffic, issue or relay an ATC clearance. Instruct the pilot to contact Grissom Approach for flight following. Update the RAPCON as required. (T-0)
- 3.15.5. If the aircraft is airborne and requests landing instructions, clear the aircraft to land and handle as an emergency. (T-0)
- 3.15.6. AMOPS will advise the Tower of any information received, activate the SCN and relay all information on the threat or hazard. (T-3)

3.16. Hijack and Unlawful Seizure of Aircraft.

- 3.16.1. All ground movement of aircraft, whether taxiing or being towed, shall be prior coordinated with the Control Tower and be in two-way communication with the Control Tower during movement operations. Reference: AFI 13-207, *Preventing and Resisting Aircraft Piracy (Hijacking) FOUO* and FAA JO 7610.4. (T-0)
- 3.16.2. Aircraft taxiing in preparation for takeoff shall be considered authorized when Airfield Management advises the Control Tower of its proposed departure and an official flight plan is on file. If there is no flight plan on file, the aircraft commander shall contact Airfield Management on Pilot to Dispatch Frequency. (T-3)
- 3.16.3. Aircraft departure delays in excess of 30 minutes will be questioned and verified through appropriate command post channels or Airfield Management. (T-2)
- 3.16.4. Repositioning of aircraft via tow or taxi shall be prior coordinated with the Control Tower by the Maintenance Operations Control Center (MOCC). (T-3)
- 3.16.5. The Control Tower will consider any uncoordinated aircraft movement as a hijack/theft attempt and shall activate the primary crash net. The Control Tower will provide current position information and assist the on-scene commander by forwarding and relaying updated information and instructions. (T-0)
- 3.16.6. AMOPS will activate the secondary crash net and continue to relay additional information concerning aircraft theft to Security Forces. (T-2)
- 3.16.7. Security Forces and maintenance vehicles will proceed immediately to the anti-hijack scene to prevent further movement of the aircraft as directed by the on scene commander. (T-0).

3.17. Continuity of Air Traffic Services. Sustainment of ATC services during emergency evacuations of essential services at Grissom ARB is not required. RAPCON, Tower, AMOPS and

Weather will evacuate in accordance with this instruction and the airfield will be closed and aircraft diverted. (T-3)

3.18. Unscheduled and Unauthorized Aircraft Arrivals.

3.18.1. All aircraft inbound to Grissom requesting Grissom ARB transient services must be on a flight plan which contains Grissom as the destination and must have an approve PPR. In the event of an unscheduled or unauthorized arrival, the following actions will occur: (T-3)

3.18.2. AMOPS shall follow applicable quick reaction checklists and attempt to verify the inbound aircraft. Tower shall only allow aircraft to land IAW Air Force directives and the Grissom Joint Use Agreement.

3.18.3. If AMOPS cannot verify the flight plan, and the aircraft lands, the Tower will direct the aircraft to the primary hazardous cargo loading and unloading area on Taxiway Charlie. Tower will direct the aircrew to contact AMOPS via pilot-to-dispatch radio.

3.18.4. SFS will cordon off/secure the area and crew/passengers will not be allowed out of the area until released by the on-scene commander, 434 OG/CC or 434 WG/CC. **Note:** AMOPS will make every effort to ensure scheduled after-hour aircraft are aware of hours and procedures. AMOPS shall publish a NOTAM to reflect airfield hours based on after- hour requests and direct aircrew to contact Command Post 30 minutes prior to arrival or earlier on Ultra High Frequency (UHF) 311.0/252.1.

3.19. USAF RQ-4 Unmanned Aircraft System (UAS). (T-0)

3.19.1. The RQ-4 UAS may utilize Grissom as an emergency divert in the event of an aircraft systems emergency combined with a satellite lost link situation. The RQ-4 will use safe, predictable and pre-planned routes as a method of recovery to the airfield. Upon landing the aircraft will shut down on the runway and it will then be towed off using a standard MD-1 tow-bar. The following procedures will apply:

3.19.2. Global Hawk/69 Reconnaissance Group aircrew actions:

3.19.2.1. After completing emergency aircraft actions the pilot will establish contact with the controlling agency through telephone.

3.19.2.2. Global Hawk Operations Command may assist with contacting other agencies such as Command Post, Tower and Crash/Fire Rescue.

3.19.2.3. The 69 Reconnaissance Group will assist/guide towing procedures to maintainers by means of telephone if needed.

3.19.3. Aircraft Actions:

3.19.3.1. Aircraft will turn towards pre-programmed emergency routing (flight plans consisting of GPS waypoints) and automatically squawk 7700.

3.19.3.2. Aircraft will orbit over the initial approach fix if too high for a safe approach. When ready, the aircraft will execute a pre-programmed “straight-in” approach to the runway in use flying a 5.25 degree approach to landing. Once crossing the IAF the aircraft engine will be configured to shut down.

3.19.3.3. Upon landing the aircraft will shut down and stop on the runway and it will then be required to be towed off.

3.19.4. Controller Actions:

3.19.4.1. Once notified of a USAF RQ-4 Unmanned Aerial System intending to land at Grissom, the Control Tower will notify RAPCON and activate the PCAS.

3.19.4.2. Provide the latest weather conditions to the aircrew when requested and set runway lighting IAW FAA JO 7110.65, *Air Traffic Control*.

3.19.4.3. Sterilize the pattern and the runway of conflicting traffic and suspend all vehicle movements in the vicinity of the runway.

3.19.4.4. Do not sequence any traffic inside of the RQ-4 once aircraft has reached 15 NMs from the approach end of the runway.

3.19.5. AMOPS Actions:

3.19.5.1. Respond to the airfield for the arrival of the USAF RQ-4.

3.19.5.2. Perform runway inspection and resume runway operations.

3.19.5.3. Coordinate any airfield operations with Maintenance and Security Forces.

3.19.6. Maintenance and Security Forces Actions:

3.19.6.1. Provide support to recover, tow and park the aircraft. Required equipment for towing the RQ-4 is a 9/64 apex speed handle to open the left wheel pod. Within the pod there is a tow adapter and instruction guide.

3.19.6.2. Secure the RQ-4 and handle the aircraft as a protection level 3 asset.

3.19.7. Grissom does not have a designated UAS start area. Starting will be conducted on the runway or coordinated with AFM, AOM or the 69 Reconnaissance Group aircrews on a case by case basis.

3.20. Airport Rescue and Fire Fighting (ARFF) Capabilities. (T-3)

3.20.1. Crash personnel will notify AMOPS and Command Post when base rescue or fire capabilities are diminished or reduced. For diminished/reduced firefighting capability, AMOPS will publish a NOTAM for Capability Yellow or Red and coordinate arrival/departure aircraft information so firefighting assets may be postured to support.

3.20.2. Influencing factors which impact the unit's ability to provide crash firefighting capability are manning, crash fire rescue vehicles, and non-aircraft related emergencies.

3.20.3. The following Crash Fire Rescue (CFR) capability categories were developed to aid commanders in making operational decisions when CFR capability is degraded. Procedures are further outlined in Crash Fire Rescue Vehicle Capability Notification Requirements.

3.20.3.1. CATEGORY GREEN. Capability from 80% to 100%, normal risk. Fire protection can support all airfield operations.

3.20.3.2. CATEGORY YELLOW. Capability below 79% to 60%, medium risk. Consider minimizing touch and go landings for large frame aircraft (C-5, KC-10, E-4, and B-747). Fully able to support medium frame aircraft (KC-135, C-17 and E-3) flying operations. The OG/CC or designated representative should consider minimizing aircraft maintenance activities to those activities that directly support the mission. Degraded capability to mount

an effective aircraft interior firefighting attack. High risk operations such as interior fuel cell repair should be discontinued.

3.20.3.3. CATEGORY RED.

3.20.3.3.1. Capability 59% to 50%, critical risk. Cannot adequately support runway operations for large frame or medium frame aircraft. Deficiencies in vehicle availability or staffing are expected to cause the Fire Department to fail to extinguish interior fires, large exterior fires or to perform rescue. Extremely limited capability to mount an effective interior fire attack on a large frame aircraft. The OG/CC or designated representative should consider curtailing aircraft launches to high priority missions only. Curtail or consider stopping aircraft maintenance activities.

3.20.3.3.2. Capability below 50%, work stoppage. Deficiencies in vehicle availability or staffing prevent the Fire Department from extinguishing any fire of appreciable size. Interior fire attack cannot be accomplished. Rescue will be unsuccessful if firefighting is required. All operations involving fuel or fuel systems, all aircraft movements, engine runs and oxygen re-servicing should cease. Aircraft landings should be diverted. All operations involving aircraft movements should cease. All operations involving hazardous materials should be stopped.

Chapter 4

AIRFIELD OPERATIONS

4.1. Local Aircraft Priorities. Exercise activity shall not interfere with operational mission flying. Air traffic controllers will use the following local aircraft priorities when sequencing arrivals and departures: (T-3) **Note:** Local operational priorities must not take precedence over priorities listed in FAA JO 7110.65, *Air Traffic Control* and AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*.

- 4.1.1. Active 8010 Plan Aircraft missions.
- 4.1.2. Emergency Air Refueling (EAR) sorties.
- 4.1.3. Air Mobility Command (AMC) alert aircraft.
- 4.1.4. Operational missions.
- 4.1.5. Military training.
- 4.1.6. Tactical Arrival/Departure (TAD) procedures.
- 4.1.7. Base assigned aircraft operations, including practice approaches.
- 4.1.8. Transient aircraft practice approaches.
- 4.1.9. Controlled departures have priority over Grissom assigned aircraft engaged in routine operations including takeoffs, landings and practice approaches. Normally aircraft operating within five miles of the runway on their final approach segment should not be broken out and ATC will use good judgment ensuring safety of flight is not compromised.

4.2. Parking Plan and Restrictions (See Attachment 8 and 9). (T-3)

- 4.2.1. The MOCC monitors all aircraft parking and maintains the current parking location on all assigned aircraft.
- 4.2.2. Aircraft assigned to the 434 ARW are parked on rows C, D, E and F of the Mass Parking Area (MPA). The transient ramps, North (Building 592) ramp and South (Building 600) ramp, can be used by 434 ARW as required based on mission operations.
- 4.2.3. Alert aircraft are normally parked on any location of the MPA using any Rows C thru F during summer months and on the 600 ramp during the winter months, or as directed by the maintenance superintendent.
- 4.2.4. Aircraft wash and corrosion control functions are accomplished in Dock 6, Bldg 434.
- 4.2.5. Aircraft fuel system repair is accomplished in Dock 2, Bldg 436/primary or Dock 6, Bldg 434/alternate.
- 4.2.6. Limited fuel cell repair, as defined by applicable technical data and fuel cell management, may be accomplished outdoors on the primary de-ice area located on the 600 ramp.
- 4.2.7. Aircraft de-icing is normally accomplished in the primary de-icing area located on MPA spots C 2/3 or D 2/3. De-icing operations may be conducted at the alternate de-ice station located on the 600 Ramp de-ice area or Taxiway Golf adjacent to MPA F Row.

4.2.8. The Engine Run-Up Pad is located adjacent to Taxiway Charlie. It is limited to aircraft with a wing span of 135 ft or less.

4.2.9. The aircraft hazardous cargo parking area is located on Taxiway Charlie between the runway and Taxiway Foxtrot. Net Explosive Weight (NEW) of 1.1, 1.2 and 1.3 is unlimited. NEW of 1.4 has a 30,000 pound restriction.

4.2.10. To avoid jet blast, aircraft, vehicle or ground personnel operations must maintain a minimum 200' buffer behind a KC-135 aircraft when engines runs are accomplished at idle and up to but below full power. Engine runs at full power, restrict operations to a minimum of a 500' buffer.

4.3. Restricted/Classified Areas. (T-3)

4.3.1. The Restricted/Classified areas are the Alert parking areas on the 600 ramp and the MPA. Taxiway Alpha, Taxiway Delta and Taxiway Echo are considered "Restricted" only when Alert aircraft are parked on them. Each one of these areas is defined with a red line and an Entry Control Point (See [Attachment 9](#)).

4.3.2. Aircraft that are parking on Taxiways Alpha, Delta and Echo violate airfield lateral, clear zone, POFZ and wing tip clearances. A permanent waiver exists to allow for this operation. When aircraft are parked in any of these locations the following actions will occur:

4.3.2.1. AMOPS will issue a NOTAM identifying Taxiways Alpha, Delta, Echo, and Hotel as being closed when these areas are in use. AMOPS will provide airfield advisory information, to include personnel and equipment working inside the clear zone.

4.3.2.2. When the aircraft are parked on Taxiways Alpha and Echo, the Control Tower will provide arriving aircraft traffic information when the ceiling is below 800' and/or the visibility is less than 2 miles (See POFZ [paragraph 2.14](#) and [Attachment 4](#)).

4.4. Controlled Movement Area (CMA) (See Attachment 2 and 3). (T-3)

4.4.1. Driving procedures will be in accordance with the GRISSOMARBI13-213, *Grissom Airfield Driving Program*. The Controlled Movement Area (CMA) includes runways 5/23, overruns, 100' either side of runways and overrun edges, and the ILS protection critical areas.

4.4.2. All vehicles operating on the CMA will use authorized call signs as listed in GRISSOMARBI13-213, *Grissom Airfield Driving Program*. Aircraft, vehicles, and pedestrians operating within the CMA must be in two-way radio communication with the Control Tower. A non-radio vehicle can be escorted into the CMA. The escort vehicle must have radio contact with the Control Tower and notify the Control Tower that they are escorting a vehicle without a radio.

4.4.3. Vehicles operating in designated non-controlled movement areas are not required to establish radio contact with the Tower.

4.4.4. The Tower shall immediately notify AMOPS and SFS of any unauthorized entry into the CMA.

4.4.5. Tower will provide aircraft/vehicles with all known or observed hazards that exist along an aircraft/vehicle route. Tower is not responsible for advisories in designated visual blind areas. **Note:** Refer to GRISSOMARBI13-213, *Grissom Airfield Driving Program* for specific guidance on airfield driving requirements, airfield violations/penalties, vehicle traffic

procedures, emergency vehicle operations, vehicular call signs, authorization of Privately Owned Vehicles (POVs) and pedestrian operations within the CMA.

4.5. CMA Control Procedures When Airfield is Open. (T-3)

4.5.1. Tower controls and directs all ground traffic and vehicles in the CMA. To achieve this control, no one may proceed into the CMA (including NAVAID critical areas and ILS/POFZ areas) without establishing and maintaining two-way radio communications with, and approval from the Control Tower.

4.5.2. All vehicle operators must possess a valid AF Form 483, *Certificate of Competency* and fully understand airfield signs and markings. Vehicle operators must provide their own radios; however, AMOPS may loan a radio if one is available. **Note:** Tower light-gun signals will not be used as a substitute for the two-way radio requirement except in emergency situations such as radio failure.

4.5.3. Use the Tower, Fire, and Security Forces FM Nets, or Ground Control frequencies (128.425 / 275.8) to communicate with Tower. Tower does not continuously monitor the Security Forces or Fire FM Nets. Security Forces and Fire Department vehicle operators who require communications with Tower on these frequencies must coordinate through Security Forces Control Center and Fire Dispatch to have them notify Tower of the request. Security Forces, Fire Dispatch, or the vehicle operator(s) will inform the Tower when communication is no longer required.

4.5.4. Vehicle operators on the CMA (including critical areas and ILS/POFZ areas) prior to the airfield opening will notify Tower of their position via radio call no later than (NLT) 0725L (or five minutes prior to airfield opening, if other than regularly scheduled). If radio contact cannot be established, the vehicle operator will exit the CMA, ensuring all personnel and vehicles are off the CMA NLT 0730L (or such time as the airfield opens, if other than regularly scheduled). Failure to either notify Tower or exit the CMA will be documented as a CMA violation or runway incursion, as the situation dictates.

4.5.5. Vehicle operators SHALL NOT cross a runway hold line without explicit permission from the Tower.

4.5.5.1. Repeat instructions back to the Tower verbatim.

4.5.5.2. Report departing the CMA.

4.5.6. If a vehicle is operating on the runway or overrun and is directed by the Tower to exit, the vehicle will exit at any of the taxiway and runway intersections, or will reposition to a point at least 100' from the edge of the runway or overrun. As a guide, the runway distance remaining markers (large black signs with large white numbers) located in the grass on both sides of the runway are approximately 75 ft from the runway edge.

4.5.7. If the Tower loses radio contact as a result of radio failure, Tower will signal for vehicles to exit the runway by turning the runway lights on and off. Or, ATC will use appropriate light gun signals until all vehicles have exited the runway. Vehicle operators should be alert for runway light and light gun signals at all times, remain vigilant for aircraft, and exit the runway immediately. Vehicles will not re-enter or cross the runway. As a last resort, vehicles may drive along the runway until reaching a taxiway or access road that allows for runway exit. Once off the runway, vehicle operators should contact AMOPS as soon as possible.

4.6. Opening and Closing the Runway.

4.6.1. Grissom ARB airfield hours are not continuous throughout a 24 hour period, therefore, the Airfield Manager or designated representative has specialist for opening and closing the runway for daily use. (T-3)

4.6.2. In addition to the daily opening and closing of the runway the AFM or designated representative has the authority during emergency situations to close, suspend and resume airfield, runway or taxiway operations IAW AFI 13-204 V3, *Airfield Operations Procedures and Programs*. (T-1)

4.6.3. Prior to opening the airfield AMOPS shall ensure a complete airfield check (initial) starting with the runway followed by taxiways and ramps. Any limitations to the airfield shall be reported immediately to air traffic. (T-3)

4.6.4. Any additional airfield checks will be accomplished in accordance with local Operational Instruction or as needed. (T-3)

4.6.5. When opening/closing the airfield/runway outside of published hours, Airfield Management shall ensure a complete airfield check is accomplished and appropriate NOTAM action is timely disseminated. (T-1)

4.7. Notice to Airmen (NOTAM) Procedures. (T-3)

4.7.1. During airfield operating hours, RAPCON is designated the NAVAID status and NOTAM monitoring facility for Grissom ARB.

4.7.2. RAPCON will:

4.7.2.1. Notify AMOPS of current Airfield Systems status before each airfield opening.

4.7.2.2. Notify AMOPS of any Airfield Systems outage and when it returned to service.

4.7.2.3. Notify adjacent FAA facilities of any Airfield Systems outage and when it returned to service.

4.7.3. During airfield operating hours, AMOPS is designated the NOTAM transmit facility for Grissom ARB.

4.7.4. AMOPS will:

4.7.4.1. Process Flight Safety NOTAMs for Airfield Systems outages, airfield hazards (runway closure, threshold displacement, airfield lighting, etc.), and return to normal service IAW AFI 11-208, Department of Defense Notice to Airmen System IP and the Digital Notice To Airmen (NOTAM) System.

4.7.4.2. Provide all Flight Safety and Local NOTAMs when requested by transient aircrews.

4.7.4.3. Notify Tower, RAPCON, Command Post, Weather, and Grissom civilian FBO of Flight Safety or Local NOTAM initiation or cancellation.

4.8. Grissom Perimeter Road Airfield Access. (T-3)

4.8.1. Drivers may access the airfield Perimeter Road from Atterbury Way or the Miami County Aviation (FBO) Ramp. FOD checks must be accomplished prior to entering onto the

Miami County Aviation Ramp. Drivers may also enter/exit the Perimeter Road from Taxiway Foxtrot and from the runway at the abandoned alert ramp or the VORTAC access road.

4.8.2. The Grissom Perimeter Road around the airfield is utilized by contractors, Airfield Systems, Security Personnel and Airfield Management. All agencies, except 434 Maintenance, Security Forces, aircrew readiness and Aerospace Ground Equipment (AGE), must report on the airfield with AMOPS prior to entering.

4.8.3. In order to operate vehicles on the Grissom Perimeter Road, all personnel will meet the requirements within GRISSOMARBI13-213, *Grissom Airfield Driving Program*. When operating on this road, all personnel must remain vigilant to all airfield signs and traffic lights.

4.8.3.1. When operating on the Perimeter Road, there are stop lights on the approach end of Runway 23. These lights are used to protect the ILS signal and they will be activated IAW AFI 13-204 V3, *Airfield Operations Procedures and Programs*. On the approach end of Runway 05, there is signage that advises all vehicles to contact the Control Tower for approval. These signs also protect the ILS signal. For further clarification of ILS Protection areas refer to [paragraph 2.13](#) through [2.15](#) and [attachment 3](#).

4.8.3.2. The access road next to the Control Tower is located within 150 feet of Taxiway Foxtrot. There are two signs that restrict access to this area when aircraft are taxing. One sign is located towards the approach end of Runway 05 and the other is near the Control Tower. If operating a vehicle in this area and an aircraft is present, the vehicle operator must stop until the aircraft passes.

4.9. Flight Planning.

4.9.1. Flight plan filing requirements.

4.9.1.1. All aircraft departing Grissom ARB will file a flight plan (DD Form 175, *Military Flight Plan*, DD Form 1801, *DoD International Flight Plan*) in person at AMOPS in accordance with Air Force policy. This does not apply to those civil aircraft operations utilizing MCEDA ramp areas, for example, the Fixed Base Operator (FBO) ramp. (T-0)

4.9.1.2. Pilots can amend flight plans via the radio with AMOPS on pilot to dispatch frequency. (T-0)

4.9.1.3. Filing original flight plans via radio transmission is not authorized. An aircraft commander on a stopover flight/divert flight plan may re-file or amend the flight plan with AMOPS via any means provided AMOPS verify an original flight plan clearance was filed. (T-1)

4.9.1.4. Flight plans must be filed in person unless procedures are included in this instruction or a Letter of Agreement is established between AMOPS and the user. User shall maintain the original flight plan. (T-1)

4.9.2. If an aircraft requests engine start with ATC and there is no corresponding departure flight plan, ATC will verify the aircraft operations with AMOPS prior to granting engine start approval. (T-0)

4.10. Forwarding Flight Data. (T-0)

4.10.1. Flight plans.

4.10.1.1. Flight plans will normally be transmitted from AMOPS to ZAU ARTCC for inclusion in the National Airspace System (NAS).

4.10.1.2. AMOPS will provide the following data on IFR departures to the Tower:

4.10.1.2.1. Aircraft identification.

4.10.1.2.2. Type of aircraft.

4.10.1.2.3. Destination.

4.10.1.2.4. Proposed departure time.

4.10.1.2.5. Any other remarks pertaining to operation in the terminal area.

4.10.1.3. When Flight Data Input-Output (FDIO) is not operational, AMOPS shall provide Tower with the following data on all departures and arrivals via direct landline:

4.10.1.3.1. Aircraft identification.

4.10.1.3.2. Type of aircraft.

4.10.1.3.3. Estimated time of arrival or requested proposed departure time.

4.10.1.3.4. Stop-over flight plan information.

4.10.1.3.5. Type of flight plan (VFR/IFR).

4.10.1.3.6. Additional data, such as oceanic routings, local flight plans, and/or any other information that would assist in service to the flight.

4.10.2. Departure and arrival times.

4.10.2.1. Tower will forward all departure and arrival times to AMOPS via direct landline.

4.10.2.2. AMOPS will pass departure and arrival times to command post via direct landline.

4.11. Weather Dissemination and Coordination.

4.11.1. A Meteorological Technician is available during airfield operating hours, Sunday through Saturday (including all recognized Federal Holidays). Pilots can obtain weather information such as surface weather observations, weather watches, warnings, and advisories, enroute weather phenomena and terminal aerodrome forecasts (TAF) by contacting Grissom METRO. Pilots shall immediately report all potentially hazardous or un-forecasted significant weather encountered to Grissom METRO. (T-0) Meteorological Technicians will disseminate those reports locally and in weather briefings. The Grissom Control Tower will participate in the cooperative weather watch IAW 434 Operations Plan (OPLAN), Weather Services.

4.11.2. All lightning or funnel cloud/tornadic activity that is observed in the vicinity of Grissom ARB shall be reported to the base weather station immediately by any means possible. (T-3)

4.12. Requirements of Local Agencies Using Grissom's Airfield for Support.

4.12.1. All local agencies that schedule or coordinate aircraft use of the airfield to support their operation will obtain a PPR through Airfield Management and schedule aircraft arrival,

servicing, and departure within airfield operating hours unless mission requirements dictate otherwise. (T-3)

4.12.2. Notify AMOPS and provide a local point of contact (POC) to coordinate the following information: (T-2)

4.12.2.1. Type of aircraft.

4.12.2.2. Estimated time of arrival (ETA) and estimated time of departure (ETD).

4.12.2.3. Aircraft fuel, AGE servicing and support requirements. **Note:** Unique mission support requirements for special weapon systems or aircraft must be scheduled through the 434 Wing Safety Weapons (ARW/SEW) (DSN 388-2032).

4.12.2.4. Aircrew transportation requirements.

4.12.2.5. Distinguished Visitor movement information.

4.12.2.6. Cargo information including hazardous and non-hazardous cargo; cargo and convoy movement or special handling requirements.

4.12.2.7. Any other special mission support requirements that might impact the airfield.

4.12.3. Ensure aircrews are aware they must file and retain a flight plan when operating on Grissom ARB, otherwise a security response will result. (T-1)

4.12.4. Comply with AFI 10-1001, *Civil Aircraft Landing Permits*. Lead time for a landing permit is 30 days, if a permit is required. Conditions of the permit require an agent of the permitted agency contact AMOPS 24 hours in advance of each proposed landing at Grissom ARB to activate the permit and receive final clearance instructions. The remarks section of the aircraft's flight plan will include the user agency name and permit identification number. Unauthorized flights may be turned away, charged landing fees, refused permits in the future and reported to the regional FAA Flight Standards District Office (FAA/FSDO). (T-0)

4.13. Engine Test/Run-up Procedures. (T-3)

4.13.1. When Tower is open, all aircraft must get approval from Ground Control to start engines. The 434 MOCC and/or Command Post is responsible for coordinating and relaying pertinent information on all aircraft engine runs with the Control Tower.

4.13.2. Aircraft engine maintenance runs for aircraft that are EXCEEDING flight idle will only be accomplished on the Engine Run-up pad off of Taxiway Charlie.

4.13.3. If the designated run-up area for exceeding flight idle is not available, the Pro-Super will coordinate with AFM to establish an alternate area.

4.13.4. The aircraft engine test/run up areas are defined as follows:

4.13.4.1. Aircraft engine runs up to flight idle will only be accomplished on Mass Parking Area: Alpha 2, Bravo 2, Charlie 1-4, Delta 4, Echo 4 or Fox 4 (See [Attachment 8](#) and).

4.13.4.2. The preferred alternate engine run areas are Foxtrot/Charlie Taxiway Intersection, Delta Taxiway and Alpha Taxiway.

4.13.5. The aircraft maintenance operator shall:

4.13.5.1. Contact the Control Tower for approval/disapproval prior to commencing engine runs.

4.13.5.2. Position the aircraft with the tail away from the runway if able.

4.13.5.3. Monitor the appropriate Control Tower frequency at all times in case Ground Control may have to interrupt the engine run for taxiing aircraft. Tower will advise aircraft maintenance to cease the engine run above idle if a situation will exist that will place vehicles, landing, departing or taxiing aircraft in jeopardy.

4.13.5.4. Advise Control Tower when the engine run will exceed idle.

4.13.5.5. Advise Control Tower when the engine run operation is complete.

4.14. Drag Chute Jettison Areas/Procedures. (T-3)

4.14.1. The Tower will request aircrews to retain drag chute until well off the runway. If possible, retain the drag chute until directed by Transient Alert (TA) personnel to jettison it upon reaching the parking ramp. If the chute is jettisoned on the runway or a taxiway, the Tower will suspend operations to the affected area until the chute can be removed.

4.14.2. TA will contact and coordinate with the Tower for pickup of the drag chute and location if known.

4.14.3. Advise the Control Tower when pickup is completed.

4.14.4. Airfield Management Responsibilities:

4.14.4.1. Assist TA in locating the drag chute.

4.14.4.2. Ensure the runway/taxiways are free of FOD prior to resuming normal traffic operations.

4.14.5. Chute repacking is not available at Grissom.

4.15. Aircraft Towing Procedures. (T-3)

4.15.1. Prior to towing an aircraft on the ramp during airfield operating hours, the tow operator shall establish and maintain radio contact with Tower. No aircraft shall be towed onto the CMA and runway without specific approval from the Tower.

4.15.2. 434th Aircraft Maintenance Squadron (AMXS)/Production Supervisor is responsible for proper towing of aircraft.

4.15.3. The 434 MOCC shall contact the Tower and give all pertinent information on any aircraft scheduled for towing.

4.15.4. The tow crew will contact the Control Tower prior to towing and request the desired route. The tow crew will maintain two-way radio communications with the Tower throughout the tow and will notify the Tower when the tow is complete.

4.16. Aircraft Taxi Requirements/Routes and Restrictions. (T-0)

4.16.1. All aircraft movement under engine power (including tows) must be approved by Tower prior to the operation. Taxiing will be via established routes unless prior coordination and approval has been obtained from the Ground controller.

4.16.2. Taxiing operations will be conducted a minimum of 200 feet behind a KC-135 aircraft with engines running above idle to avoid jet blast effects to other aircraft.

4.16.3. Paved areas on the airfield not stressed for aircraft movement are marked by a double yellow line. The double yellow line separates non-stressed pavement from aircraft weight-bearing pavement. All aircraft movements will follow established taxiway centerlines at all times. Aircraft tires must never cross the double yellow boundary lines. Any violations shall be reported to AMOPS immediately.

4.17. Transient Alert (TA). The TA section provides basic services and AGE for transient aircraft arrival, processing, and departure services. This also includes aircraft refueling, fleet services for DV aircraft, and coordinate organizational level repairs. Grissom Transient Alert has direct access to a universal tow bar for towing aircraft. (T-3)

4.18. Civil use of Airfield Systems (ATCALS). IAW AFI 10-1001, *Civil Aircraft Landing Permits* and the Grissom ARB Joint Use Agreement (JUA), civil aircraft are authorized to receive radar vectors and use base Airfield Systems facilities. IAW the Grissom ARB JUA, all aircraft are authorized to make any type of approach on Grissom's runways, traffic permitting. (T-3)

4.19. Airfield Inspection and Checks.

4.19.1. AMOPS will perform a daily airfield inspection and periodic airfield checks IAW AFI13-204V3, *Airfield Operations Procedures and Programs*.

4.19.2. Quarterly Joint Airfield Inspections. The AFM shall schedule and perform quarterly joint airfield inspections in March, June, September, and December. The AFM shall include the AOM, TERPS, SE, SFS, and CE at a minimum. The results of the inspection will be briefed at the AOB. (T-2)

4.19.3. AMOPS will conduct a FOD check of the runway/airfield after emergencies, accidents or any other significant airfield event. Runway operations will not be resumed until the FOD check is completed unless directed by 434 OG/CC or designated representative. (T-3)

4.20. Special Procedures Not Applied or Available. The following special procedures are not available or applicable at Grissom ARB:

4.20.1. Grissom has no permanent aircraft arresting systems.

4.20.2. Surveillance Approaches (ASR) and Precision Approach Radar (PAR) approaches are not available.

4.20.3. Reduced same runway separation is not authorized.

4.20.4. Supervisor of flying (SOF). Grissom ARB does not operate with a SOF in the Tower, however they do have an Operations Coordinator (OC) on and around the airfield when local flying is present.

4.20.5. Grissom does not have an Aero Club.

4.20.6. No designated hot pit refueling area.

4.20.7. Simulated Flame Out (SFO) procedures are not authorized at Grissom unless a Letter of Agreement is established.

4.20.8. Grissom does not have a designated Controlled Bailout Area. Bailout procedures will be conducted IAW MAJCOM directives and the aircraft's operating procedures.

4.21. ATCALs Backup Power. If commercial power becomes unreliable and the generator automatic transfer panels are known or suspected to be inoperative, the following facilities will be placed on emergency power, and will remain in that configuration until civil engineers and or DMS certifies that commercial power has stabilized:

4.21.1. RAPCON (Bldg 762), Tower (Bldg 760) and AMOPS/WX (Bldg 600).

4.21.2. VORTAC (Bldg 714).

4.21.3. Instrument Landing System (ILS) for the active runway (localizer and glideslope antenna sites as applicable).

4.22. Airfield and Runway Closures.

4.22.1. Airfield holiday closures that are 96 hours or less are at the discretion of the WG/CC, with FAA supporting facility concurrence (as applicable). (T-1)

4.22.2. AFRC/A3OA is the approving authority for airfield closures in excess of 96 hours. (T-1)

4.22.2.1. In the request for closure exceeding in excess of 96 hours, 434 OSS/AT shall provide the closure duration to include start and end date/time, reason for closure, any operational restrictions, on-call capabilities (to support Air Expeditionary Force (AEF) commitments, pop-up contingencies, or unit missions) and if necessary, alternate procedures. (T-0)

4.22.2.2. 434 OSS/AT will notify HQ AFRC/A3OA of any runway closures. Runway closures do not constitute an airfield closure. (T-3)

4.22.3. If a runway hazard exists impacting flight safety, runway operations will be suspended and the AOM/AFM will coordinate a runway closure with 434 ARW/CC. The 434ARW/CC or designated representative may reopen the runway based on risk assessment to operations. (T-3)

4.23. Flight Information Publication (FLIP) Requesting Procedures.

4.23.1. AMOPS is the focal point for ordering FLIP products for Airfield Management, Weather and Air Traffic Control. To order FLIP products or request a change contact the AMOPS desk and ask for the FLIP Program Manager (Commercial 765-688-2254/55). (T-3)

4.23.2. During crisis support, FLIPs can be emergency requisitioned. Requested products are normally shipped within 24 hours. Requests must be made in writing to 434 OSS/OSA AOM through the 434 OSS/CC for validation. (T-3)

4.23.3. Changes to aeronautical information contained in FLIPs shall be submitted through the AMOPS/AFM. The AFM shall forward shall forward all requested changes to the AOM for approval/disapproval. Approved changes will be processed by AM for inclusion in FLIPs. FLIP procedural changes shall be submitted to TERPS for review. (T-3)

4.23.4. FLIP Reviews for ATC. TERPS shall review FLIP changes prior to the effective date and provide the ATM, Airfield Automation Manager, and the Training and Standardization Manager (TSM) identified operational impacts. The AOM shall forward all requested changes

to VFR and IFR procedures to TERPS for development and review. The TSM shall include all TERPS identified impacts in the monthly training. (T-3)

4.24. Aircraft Prior Permission Requested (PPR). (T-3)

4.24.1. All transient aircraft (except those operating under MCEDA) executing a full stop landing are required to obtain a PPR number prior to arrival. PPRs enable AMOPS to ensure aircraft parking and services are not exceeded as well as de-conflict transient operations from wing mission requirements such as quiet hours and exercises. PPR numbers are issued no earlier than 72 hours to ensure the most accurate wing mission requirements are known.

4.24.2. Military transient aircraft that are deployed to Grissom ARB are exempt from PPR numbers while flying local sorties; however, they must obtain a PPR number for their initial arrival.

4.24.3. PPR procedures are coordinated IAW NOTAM and IFR supplement guidance.

4.25. Wear of Hats on the Airfield. The airfield is designated a no hat area. This includes parking ramps, aprons, taxiways and runway. (T-1)

4.26. Airfield Smoking. Smoking on the airfield is prohibited IAW AFI 91-203, *Air Force Consolidated Occupational Safety Instruction*. (T-1)

Chapter 5

SPECIAL OPERATIONS

5.1. Air Traffic Control Alert Procedures.

5.1.1. The 434 ARW Command Post is responsible for notifying the Control Tower of any contingency mission in progress and the runway to be used (if applicable).

5.1.2. Alert force operations have priority over other aircraft. (T-0)

5.1.3. When the Tower is notified of an actual mission contingency operation, by phone, or by visual observation, ATC personnel shall take the following actions: (T-3)

5.1.3.1. Ensure conflicts between the responding alert forces and routine operations are quickly resolved.

5.1.3.2. Coordinate with the RAPCON for instructions to return all IFR aircraft to the RAPCON.

5.1.3.3. Advise RAPCON of the position of any VFR aircraft requesting to remain with the Tower and hold VFR aircraft outside Class Delta airspace.

5.1.3.4. When notified of an alert termination by Command Post or the Senior Commander, the Tower will broadcast the following: "ATTENTION ALL AIRCRAFT, GRISSOM TOWER, RESUME NORMAL OPERATIONS."

5.2. Primary Nuclear Airlift Forces (PNAF). (T-0)

5.2.1. PNAF aircraft will be given priority during ground and air operations.

5.2.2. PNAF aircraft will utilize Taxiway Charlie only upon landing unless otherwise coordinated by Wing Safety and Airfield Management.

5.2.3. ATC will not use the term PNAF in reference to aircraft over an ATC frequency or landline.

5.2.4. Command Post will notify the Control Tower of the designated aircraft parking location on the mass parking area.

5.3. Hazardous Material Procedures. (T-0)

5.3.1. Personnel that are involved in the transport and control of handling hazardous material are responsible for the application of Air Force Joint Instruction (AFJI) 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, as they may apply. This includes personnel such as Transportation, Munitions, Security Forces, Fire Department and Air Traffic Control as a minimum.

5.3.2. The transportation office and the pilot at the point of origin are required to advise enroute and destination bases well in advance of an estimated time of arrival (ETA) and of any information required to ensure safe and secure handling of hazardous material.

5.3.3. AMOPS shall relay hazardous cargo information to the Command Post, Air Traffic Control, Wing Safety Officer, Transient Alert, Fire Department and Security Forces. Each agency will be provided the ETA and the parking location of the aircraft (isolated or normal).

5.3.4. Aircraft carrying class “A” explosives will normally require isolated parking for load/off-load operations. This isolated parking is located on Taxiway Charlie between the runway and Taxiway Foxtrot (previously identified as “Primary Area” for hot armament/hung ordnance), (See [Attachment 7](#)).

5.3.5. In the event that the primary hazardous materials area is not available, the 434 ARW/CC or designated representative may designate another parking area through appropriate waiver action based on quantity, distance and type of net weight explosives being transported.

5.4. Unannounced or Diverted Aircraft with Hazardous Materials/Explosives. (T-3)

5.4.1. Upon initial contact with an unannounced or divert arrival aircraft carrying hazardous material/explosives on board, ATC shall ask the pilot if Pilot to Dispatcher (PTD) contact was attempted. For those aircraft unable to contact PTD, ATC shall request the following information from the aircraft: call sign, type, number of personnel on board, fuel remaining in time, type of hazardous materials/explosives and whether isolated parking is required.

5.4.2. ATC will relay the aircraft information to AMOPS, requesting approval and initiation of hazardous cargo arrival procedures. AMOPS will notify the Airfield Manager, AOM or OSS/CC in their absence.

5.4.3. If required, Tower will issue the aircraft progressive taxi instructions to the primary or alternate isolated parking spot unless otherwise advised by order of the 434 ARW/CC or designated representative.

5.5. Fuel Dump Procedures. (T-3)

5.5.1. The fuel dump area begins at the GUS R-090/18 Distance Measuring Equipment (DME) direct to the GUS R-300/35 DME. If fuel dumping is not complete, turn left not to exceed 8 miles and return to the starting point (GUS R-090/18 DME). Fuel dumping will be conducted at FL 200 or above.

5.5.2. Chicago ARTCC is the controlling agency for fuel dumping procedures. The frequency used for this procedure will be 370.85, 120.97, or other frequencies as coordinated at the time of the request.

5.6. Minimum Interval Cell. (T-3)

5.6.1. Responsibilities.

5.6.1.1. Each aircraft shall file an individual flight plan; however, Grissom Clearance Delivery shall issue one abbreviated clearance to the formation lead aircraft which will cover all aircraft in the cell. All flight plans shall contain the following information in the remarks section: “MARSA MITO/CELL Departing with (call sign) to (formation break up point) in non-standard formation.”

5.6.1.2. Automated clearances are not normally received until 30 minutes prior to ETD.

5.6.1.3. Altitude Reservation (ALTRV) clearances are not available through automated systems and must be manually coordinated.

5.6.1.4. Clearance Delivery (CD) shall advise the RAPCON of the frequency being utilized for departure control if other than the departure control common frequency 351.1/121.05. **Note:** A USAF waiver was granted to allow transport/cargo type aircraft

operating in formation (two or more aircraft) to change to departure control prior to takeoff. AMC aircraft departing Grissom in cell formation shall be changed to departure control prior to takeoff roll.

5.6.1.5. The Control Tower will obtain release from RAPCON and issue takeoff clearance upon request from cell leader. The Control Tower will transmit the following phraseology: "CLEARED FOR TAKEOFF, other instructions as necessary CHANGE TO DEPARTURE." The Control Tower has override capability on 243.0, 121.5 and 351.1 in the event an abort call takes place.

5.6.1.6. Upon issuing IFR release instructions to the Control Tower, RAPCON will coordinate with Chicago ARTCC for the highest available altitude.

5.6.1.7. Chicago ARTCC/Grissom RAPCON will issue a block altitude in the initial and subsequent ATC clearances until the formation leader advises that all aircraft in the flight have established ATC separation.

5.6.1.7.1. For 2 or 3 aircraft – 1000 feet example: FL230B240.

5.6.1.7.2. For 4 or 5 aircraft – 2000 feet example: FL230B250.

5.6.1.8. The Control Tower shall monitor departure control frequency 351.1/121.05 and 243.0/121.5 on takeoff roll.

5.6.2. Aircrew Responsibilities.

5.6.2.1. Participating aircraft shall monitor frequency 243.0.

5.6.2.2. Separation is the responsibility of the aircraft commander in formation while operating under cell departure procedures as required by FAAO JO 7110.65, *Air Traffic Control* and local directives.

5.6.2.3. Each aircraft will file an individual flight plan; however, Grissom Clearance Delivery will issue only one abbreviated clearance to the cell flight lead aircraft that will cover all aircraft.

5.6.2.4. All aircraft filing a cell departure shall file as the first point in their flight plan, the GUS 230/007 RWY 23 or GUS 050/007 RWY 5.

5.6.2.5. The cell flight lead aircraft shall advise Clearance Delivery of any requests to utilize other than 351.1 for departure control frequency.

5.6.2.6. The cell flight lead aircraft will advise Ground Control when ready to change to Control Tower Local Control frequency.

5.6.2.7. The cell flight lead aircraft will handle all radio calls with Grissom departure control and Chicago ARTCC and report in as a nonstandard formation.

5.6.3. Interval Separation Procedures. (T-0)

5.6.3.1. The phrase "Cell Departure" refers to departure intervals where-in aircraft in the cell will fly the same departure and join up in nonstandard formation placing the aircraft in trail with (one) 1 nautical mile separation and five hundred feet vertical interval separation. (T-0)

5.6.3.2. Military Authority Assumes Responsibility for Separation of Aircraft (MARSA) will be conducted in accordance with FAAO JO 7110.65, Chicago ARTCC Grissom RAPCON, 434 ARW LOA. MARSA will remain in effect until standard separation is established on the aircraft and acknowledged by ATC.

5.7. Cell Abort Procedures. (T-3)

5.7.1. Runway Abort Procedures.

5.7.1.1. Whenever a cell aircraft has to abort after beginning takeoff roll, the aircraft will announce the abort call on 243.0/121.5, and/or 351.1/121.05 in the following manner giving ground speed and abort call. Example: “90 KNOTS ABORT, 90 KNOTS ABORT, 90 KNOTS ABORT.” **Note:** There is no requirement for the last aircraft in the cell to make this abort call.

5.7.1.2. When the RAPCON hears an abort call, they will echo the abort call on 243.0 MHz and 351.1 MHz. This is to ensure all aircraft in the cell hear the call and take appropriate action. PHRASEOLOGY: “GRISSOM 90 KNOT ABORT, GRISSOM 90 KNOT ABORT.”

5.7.2. After Takeoff Abort Procedures.

5.7.2.1. Aircraft aborting airborne will advise departure control and the cell lead aircraft of their abort and time permitting the reason for it.

5.7.2.2. The pilot of the aborting aircraft will state their intentions and request radar vectors to keep clear of the other aircraft. In the absence of immediate instruction, the following actions should be followed:

5.7.2.2.1. If aborting, continue at the assigned altitude and state your request and/or intention to ATC.

5.7.2.2.2. Maintain visual separation with other elements of the flight until standard IFR separation has been established.

5.8. Night Vision Device (NVD) Operations.

5.8.1. NVD Operations are only authorized for the Fort Wayne ANG, 122nd Fighter Wing aircraft. The authorization of these procedures is defined in a Letter of Agreement IAW AFI 13-204 V3, Airfield Operations Procedures and Programs which has been reviewed and approved by AFRC/A3OA. All requests for NVD operations at Grissom shall be coordinated with the AOM. The 434 OSS/AT is the coordinating agency for all NVD proposals and operations. (T-3)

5.8.2. When the 122 FW is conducting NVD operations non-participating aircraft will not mix with participating NVD aircraft in any traffic pattern or on any controlled movement area. The Tower shall temporarily suspend NVD Operations to ensure aircraft are not delayed. Base assigned aircraft, Miami County Aviation, Baldwin and transient arrivals/departures will have priority over NVD operations. Priority shall be afforded to NVD operations over VFR/IFR practice approaches. The Tower WS/CIC will be the final authority in determining aircraft priorities and approving NVD operations within the Class Delta airspace. (T-3)

5.9. Tactical Arrival/Departure (TAD) Procedures: (T-3)

5.9.1. TAD procedures are designed to improve an aircrew's ability to operate in potentially high-threat areas and improve overall flying skills. They are not designed to defeat any threat at Grissom. TAD maneuvers consist of higher than normal altitudes and/or airspeeds to a point over the landing runway and a steep spiraling descent to the runway for a low approach, full stop, touch and go or landing. TAD procedures must be established in an LOP and they must be reviewed and approved by AFRC/A3OA. Other units with an approved TAD LOP on file with 434 OSS/AT may fly these types of procedures.

5.9.2. TAD maneuvers will be flown IAW Visual Flight Rules (VFR) for both day and night. Aircrews will remain in Visual Meteorological Conditions (VMC) at all times when executing TAD maneuvers.

5.9.3. Pilots operating in VMC, under IFR or VFR, whether or not under radar control, are responsible to see and avoid other traffic, terrain, and obstacles.

5.9.4. Combining different approaches is not authorized. For example, aircraft will not be authorized to "fly a spiral arrival to initial." Normally only two (2) aircraft may conduct TAD procedures at one time.

5.9.5. Non-participating aircraft operations shall not be authorized until TAD operations are concluded.

5.9.6. Once the aircraft starts the TAD maneuver, ATC will not terminate the procedure except for emergency situations and/or unsafe condition.

5.9.7. All maneuvers will begin at or below 10,000' MSL.

5.9.8. TAD maneuvers will not be authorized if the Tower Display Workstation or the Grissom Airport Surveillance Radar is out of service. **Note:** Refer to 434 ARW Grissom Control Tower/RAPCON TAD Letter of Agreement for specific guidance on TAD arrival/departure routes and procedures.

5.10. Unusual Maneuvers. (T-0)

5.10.1. Other than TAD procedures outlined in an LOP, Tower will not approve unusual maneuvers within the Class D airspace unless they are essential to the performance of flight. The exception is departing aircraft requesting an unrestricted climb, which may be approved by the Tower after coordination with the RAPCON on a traffic-permitting basis.

5.10.2. The Air Traffic Manager must approve all other requests for unusual maneuvers after coordination with appropriate FAA agencies. **Note:** Certain maneuvers may require an FAA waiver. Unusual maneuvers are defined as any aircraft operation that is not IAW locally established or FAA JO 7110.65, *Air Traffic Control* traffic pattern procedures (e.g., high speed passes, aerobatics, etc.).

5.11. Recreational or Hobbyist Unmanned Aircraft Operations. (T-0)

5.11.1. Operators of recreational or hobbyist unmanned aircraft shall not operate within the installation boundary of Grissom ARB without approval of the AOM.

5.11.2. Operators of recreational or hobbyist unmanned aircraft shall notify AOM at (765) 688-2613 or the ATM at (765) 688-4320 IAW CFR Part 101 guidance prior to initiating flight and when concluding flight. Tower shall revise the ATIS with an unmanned aircraft advisory and notify any aircraft under their control of unmanned aircraft operations. Tower shall

remove the unmanned aircraft advisory from the ATIS upon notification that flight has been terminated.

5.12. Commercial Unmanned Aircraft Operations. (T-0)

5.12.1. FAA Certificate Of Authorization (COA) directs restrictions of Commercial Operators intending to operate unmanned aircraft within the Grissom Class D.

5.12.2. Operators shall submit a FAA COA request for all operations within the Grissom Class D surface area. FAA will review the request to determine area of operation and/or altitude. If area of operation and/or altitude is below altitude (ft AGL) depicted in [Attachment 14](#), Small Unmanned Aircraft Operations, FAA will issue a COA for the operation. If the area of operation and/or altitude is above altitude (ft AGL) depicted in [Attachment 14](#), Small Unmanned Aircraft Operations, the FAA will coordinate with Grissom ATC to obtain a feasibility assessment which may or may not lead to issuance of a COA and/or modification to the requested operation. If a COA is issued in either case, FAA will provide the operator and Grissom a copy. Tower shall amend the ATIS with a UAS advisory at least 15 minutes prior to the operation and remove the advisory when concluded and no other UAS operations are in progress.

5.13. Exercises Involving ATC Facilities or the CMA. In accordance with AFI 13-204, V3 434 OSS/AT AOM is required to be notified at least 48 hours in advance of any exercise that will involve the Grissom Air Traffic Control facilities or the CMA. (T-1)

5.14. Airfield Mobility Support. (T-3)

5.14.1. The 434th Logistics Readiness Squadron (LRS) will coordinate with the Airfield Manager/Assistant Airfield Manager 48 hours in advance for all mobility exercises, inspections, etc. that will take place on the airfield. 434 LRS will provide 24 hour notice (if possible) for all real world requirements. This will allow time for AMOPS to separate the area(s) that vehicle and aircraft traffic will use. AMOPS will assist in generating a parking plan to accommodate 434 LRS support requirements. In addition, the 434 LRS will provide AMOPS a diagram illustrating the number of chock loads and the layout to justify the space needed.

5.14.2. All mobility activities and operations will be restricted to the Cargo Deployment Function/Joint Inspection Yard (CDF/JI). This area is located on the 592 ramp (see [Attachment 9](#)), parking spot A1. Normally, all “deployment functions” are contained within this assigned area; however, if more space is required and this area needs to expand, LRS must coordinate and get approval from the AFM or AOM.

5.14.3. All airfield driving requirements will be in effect and enforced during all operations and activities. All drivers on the airfield will have a valid AF Form 483 from Grissom ARB. **Note:** Drivers operating vehicles confined to the CDF/JI area must have airfield drivers training IAW GRISSOMARBI13-213, *Grissom Airfield Driving Program*.

5.14.4. All vehicle operators will inspect their tires for rocks and other debris that may become lodged in the tire tread prior to gaining access onto the airfield. All FOD will be placed in the appropriate receptacles either in the vehicle, or located at the mobility staging area adjacent to the airfield.

5.15. MEDEVAC Notification and Response Procedures. AMOPS is responsible for notifying fire/crash-rescue of inbound aeromedical aircraft and coordinating rescue protection. Tower will notify AMOPS of known inbound aeromedical aircraft when they are no less than 15 miles from the base. (T-3)

5.16. Flight Check. Information pertaining to flight inspection activity will be broadcasted on the ATIS. Flight check aircraft will be provided special handling as afforded to expedite flight inspection of NAVAIDs and radar IAW FAA JO 7110.65, *Air Traffic Control*. (T-0)

5.17. Distinguished Visitor (DV) Information. (T-3)

5.17.1. AMOPS and CP are the primary agencies responsible for processing information pertaining to DV aircraft arrivals and departures.

5.17.2. AMOPS will notify CP of information IAW AMOPS Quick Reaction Checklist (QRC).

5.17.3. The Tower will advise AMOPS when the DV aircraft is within 15 miles of the airfield.

5.17.4. The use of the term “DV” is permitted without mention of name, rank, or title/duty position. DV codes are listed in the FLIP general planning publication, [Chapter 4](#).

5.18. Open Skies Aircraft. (T-0)

5.18.1. All OPEN SKIES (OSY) aircraft will be identified with the call sign of OSY (OPEN SKIES) followed by the flight number and one-letter mission number. Observation (F) and Demonstration (D) are conducted under rigid guidelines outlined in the Treaty of OPEN SKIES that govern usage, maximum flight distances, altitudes and priorities.

5.18.2. Transient flights (T) are for the sole purpose of moving an OPEN SKIES aircraft from airport to airport in preparation of an actual OPEN SKIES “F” or “D” mission.

5.18.3. In the event of an OPEN SKIES mission, Grissom air traffic will provide priority and special handling to expedite the movement of an OPEN SKIES observation demonstration flight IAW FAA JO 7110.65, *Air Traffic Control*.

5.19. Functional Flight Check Procedures. Aircrews conducting a Functional Flight Check of an aircraft will coordinate any special handling requirements with AMOPS and/or ATC. (T-3)

5.20. Safe Haven/Safe Refuge.

5.20.1. Grissom ARB is not listed as a Safe Haven/Safe Refuge Site. However, in the event a Safe Haven or Safe Refuge is declared for a vehicle transporting DoD explosives refer to Air Force Manual (AFMAN) 91-201, *Explosives Safety Standards*.

5.20.2. SFS personnel will contact AMOPS to coordinate convoy routes and parking locations prior to the convoy entering the airfield. (T-3)

5.21. Explosive Detection K-9 Team Information. (T-0)

5.21.1. An explosive canine (K-9) team is not available at Grissom ARB. If an aircraft requests the location of the nearest team, Grissom ATC will perform the following actions IAW FAA JO 7210.3, *Facility Operation and Administration*, FAA JO 7110.65 and AFI 13-204V3.

5.21.1.1. Grissom ATC will relay the pilot's request to the FAA Washington Operations Center, (AEO-100), telephone: commercial (202) 267-3333; ETN 521-0111; or DSN 851-3750 providing the aircraft's identification and position.

5.21.1.2. AEO-100 will provide the facility with the nearest location. The facility will have AEO-100 on standby while the information is relayed to the pilot.

5.21.1.3. After it has been determined that the aircraft wishes to divert to the airport location provided, the air traffic facility will determine the estimated arrival time and advise AEO-100. AEO-100 will then notify the appropriate airport authority at the diversion airport. In the event the K-9 team is not available at this airport, AEO-100 will relay this information to the air traffic facility providing them with the secondary location. ATC will then relay this to the pilot concerned for appropriate action.

5.22. Parachute Operations. (T-0)

5.22.1. Grissom does not have any designated or permanent parachute sites. Any Requests for parachute activity within Grissom ARB Class Delta Airspace must be coordinated through the 434 OG/CC (or representative) at least 72 hours prior to jump activity. All parachute jump operations must be defined with in a LOP IAW AFI 13-204 V3, *Airfield Operations and Procedures and Programs* and as a minimum the LOP should contain the following:

5.22.2. The description and the location of the drop zones and condition of use.

5.22.3. The activity schedules.

5.22.4. The maximum jump altitudes (MSL).

5.22.5. Notification procedures.

5.22.6. Any other items pertinent to the needs of the ATC system and users.

5.23. Explosive Ordnance Disposal Operations (EOD).

5.23.1. Grissom has an active EOD proficiency range located on the airfield that is used for EOD proficiency training, and, if necessary, emergency disposal operations. The 434 MSG/CED Flight controls all operations that are conducted on this range. The range is located on the south-west side of Grissom ARB, between buildings 760, 767 and 961. Access to the range is gained via Sextant Lane. (T-3)

5.23.2. The EOD Proficiency Range is approved to a maximum of 5 pounds Net Explosive Weight Quantity Distance (NEWQD) limits for bare charges and non-fragment producing items. (T-1)

5.23.3. The EOD Team Leader will ensure strict adherence to *Explosive Sit Plan (ESP) AFRC-Grissom 15-S0001 through S003, EOD Proficiency Range*. IAW AFMAN 91-201, AFRC Supplement, *Explosive Safety Standards*, for a 5-lb NEWQD the required separation distance is 500 ft. The 500 ft separation distance does not encroach on any taxiways, runway or airfield operations. (T-1)

5.23.4. The 5-lb NEWQD limit is indented to allow for the detonation of up to four 1.25-lb blocks of C-4 explosive, or up to 5 lbs of a demolition explosive with a TNT equivalency equal to or less than that of a C-4 explosive. (T-1)

5.23.5. EOD tools (explosive devices) and inert training devices or targets are non-fragmentation producing devices. They may produce some debris, but that should not be mistaken for fragmentation. Fragmentation is specifically designed into a weapon or device, debris is not.

Chapter 6

TERMINAL AREA OPERATIONS

6.1. VFR Weather Minimums. (T-0)

6.1.1.1. Ceiling at or above 1,000 feet and visibility at or greater than 3 miles. Aircraft must remain clear of clouds, and the Tower must maintain visual contact with the aircraft throughout the pattern.

6.1.1.2. The VFR weather minimums for the Grissom traffic patterns are as follows: Overhead Pattern – Ceiling (CIG) 2000' AGL, Visibility (VIS) 3 miles, Rectangular Pattern (jet/turbo prop type aircraft) CIG 1500' AGL, VIS 3 miles. Rectangular Pattern (light civil aircraft/helicopters) CIG 1000' AGL VIS 3 miles.

6.2. VFR Traffic Patterns. (T-3)

6.2.1. Overhead Traffic Pattern (See [Attachment 10](#)). Pattern altitude is 2300' MSL. Unless otherwise instructed by Tower, left turns for RWY 05 and right turns for RWY 23.

6.2.1.1. Overhead aircraft will fly to the departure end of the runway before turning crosswind into the closed pattern. Single ship will break at the approach end of the runway when conducting an overhead or as directed by the Control Tower. Formation aircraft will break at different points (approach end, mid-field or departure end) or as directed by the Control Tower.

6.2.1.2. Other turnouts prior to the departure end of the runway may be requested by the aircraft operator or as directed by the Control Tower. **Note:** Departing aircraft will be instructed to remain at or below 1,800' MSL until reaching the departure end of the runway to protect the overhead pattern when it is in use.

6.2.2. Rectangular Traffic Pattern for Jet/Turbo Prop Aircraft. (See [Attachment 10](#)). Pattern altitude 1,800' MSL. Unless otherwise instructed by Tower, left turns for RWY 05 and right turns for RWY 23. When weather or traffic necessitates, Tower may open a rectangular pattern with the same pattern altitude and general dimensions on the northeast side of the airfield. Entrance to this pattern can be made as requested and approved, or as directed.

6.2.3. Rectangular Traffic Pattern for Light Civil Aircraft/Helicopters (See [Attachment 10](#)). Pattern altitude 1,300' MSL. Unless otherwise instructed by Tower, left turns for RWY 05 and right turns for RWY 23. When weather or traffic necessitates, Tower may open a rectangular pattern with the same pattern altitude and general dimensions on the southwest side of the airfield.

6.3. Go-Around, Break-out and Missed Approach Procedures. In the event the Tower directs a go-around, the following phraseology/procedures apply. (T-3)

6.3.1. Standard go-around:

6.3.1.1. **(TOWER ACTION)** : - “[Call Sign], GO-AROUND [Reason], Fly Runway Heading, Climb and Maintain 2500.”

6.3.1.2. **(PILOT ACTION)** : The pilot shall fly runway heading climbing to 2500 MSL or maintain VFR conditions if remaining with the Tower. **Note:** If the overhead pattern is

in use Tower will advise the aircraft to maintain at or below 1,800' MSL until crossing the departure end of the runway.

6.3.2. Offset go-around:

6.3.2.1. **(TOWER ACTION)** : - “[Call Sign], GO-AROUND LEFT/RIGHT SIDE [Reason]. Fly Runway Heading, Climb and Maintain 2500.”

6.3.2.2. **(PILOT ACTION)** : Pilot will offset laterally 500 left/right of the runway (as directed) and then Fly Runway Heading climbing to 2500 MSL or maintain VFR conditions if remaining with the Tower. **Note:** If the overhead pattern is in use Tower will advise the aircraft to maintain at or below 1,800' MSL until crossing the departure end of the runway.

6.3.3. Break Out Procedures inside the Class Delta airspace.

6.3.3.1. For aircraft executing an instrument approach, Tower will coordinate with RAPCON and will issue a heading and altitude as directed.

6.3.3.2. For VFR aircraft, proceed as instructed by Tower.

6.3.4. Break Out Procedures outside the Class Delta airspace are the following: **(ATC ACTION)** “[Call Sign], MAINTAIN 2500, TURN LEFT (Runway 23)/RIGHT (Runway 05) HEADING 140, (reason for breakout), ACKNOWLEDGE.”

6.3.5. Missed Approach:

6.3.5.1. Missed approach instruction will be given to the aircraft prior to commencing the first approach. Local climb-out is the usual standard missed approach procedure. Pilots may also execute the published missed approach procedure if local climb-out is not issued. Aircraft shall be instructed to maintain at or below 1,800' MSL until departure end of the runway of the overhead pattern is in use.

6.3.5.2. **(ATC ACTION)** : — “[Call Sign], AFTER COMPLETING [Type of landing], FLY RUNWAY HEADING, CLIMB AND MAINTAIN 2500.” If the overhead traffic pattern is in use, ATC may instruct the pilot to — “MAINTAIN AT OR BELOW 1,800' UNTIL DEPARTURE END” if necessary to protect aircraft in the overhead pattern.

6.3.5.3. The above missed approach instruction is defined as “Local Climb Out” and may be issued to base assigned aircraft. **(ATC ACTION):** - “[Call Sign], AFTER COMPLETING (Type of landing), EXECUTE LOCAL CLIMBOUT.”

6.3.6. All aircraft must maintain at least 500 feet lateral or vertical separation when over-flying aircraft on the runway. Responsibility for separation rests with the pilot.

6.4. Standard Climb-Out Instructions. The standard climb-out procedures for aircraft departing into the radar pattern for runways 23 and 05 is “FLY RUNWAY HEADING, CLIMB AND MAINTAIN 2,500.” This procedure is defined as “LOCAL CLIMB OUT” per [paragraph 6.3.5.3](#). (T-3) **Note:** Departing aircraft will be instructed to remain at or below 1,800' MSL until reaching the departure end of the runway to protect the overhead pattern when it is in use.

6.5. Visual Flight Rules (VFR) Reporting and Holding Points. (T-3)

6.5.1. Grissom doesn't have any defined VFR reporting or holding points for standard airport pattern entry. VFR holding, if needed, will be accomplished on the appropriate point in the pattern (i.e., right 360 on downwind).

6.5.2. VFR holding and reporting points do exist for the Grissom TAAD procedures.

6.5.2.1. Grissom ATC will attempt to provide an uninterrupted recovery for all TAAD procedures. If an uninterrupted recovery is not possible due to traffic, ATC may require the aircraft/formation to hold until traffic sequencing permits.

6.5.2.2. VFR reporting and holding shall be accomplished over MEXICO, DAM, DEER CREEK or KOKO. Holding at these points will be right turns 5 mile legs (See [Attachment 11](#)).

6.5.2.3. If holding becomes impractical (i.e., formation length, airspace constraints, etc.) aircrews will query ATC for holding instructions.

6.6. Helicopter Operations. (T-3)

6.6.1. During VMC, transient helicopters can use the runway or other areas as approved or directed by Tower. Helicopter operations landing at the FBO location on MCEDA property may do so when requested without issuance of runway and/or taxiway instructions by ATC.

6.6.2. During Instrument Meteorological Conditions (IMC), transient helicopters will use the runway. Operations at other locations on the airfield may be approved by the Tower upon pilot request.

6.6.3. Helicopter traffic should not over-fly the Miami County Correctional Institution.

6.7. Vectors to Initial. (T-3)

6.7.1. All aircraft will maintain 3,000' MSL enroute to initial. Initial (3 – 5 miles from the runway) should be at 2800' MSL to ensure 500 feet from the top of Class Delta airspace.

6.7.2. Upon reaching initial (at this point aircraft on an IFR flight plan become VFR for the overhead maneuver) aircraft will then descend to 2,300' MSL through the downwind leg with a descending turn through the base leg to final.

6.8. Radar Traffic Patterns. (T-3)

6.8.1. Pattern altitude is 2,500' MSL and it is normally northwest of Grissom airport. Unless otherwise instructed by ATC, aircraft will expect left turns for RWY 05 and right turns for RWY 23 (See [Attachment 12](#)).

6.8.2. Grissom ATC:

6.8.2.1. Should issue an IFR clearance to all aircraft requesting radar traffic pattern work.

6.8.2.2. Shall issue missed approach instructions as required IAW FAA JO 7110.65, *Air Traffic Control*.

6.8.2.3. Shall issue Breakout/Go around instructions as necessary. Aircraft shall comply with ATC instructions provided by Grissom Approach Control or the Control Tower.

6.8.2.4. The Control Tower shall advise RAPCON when the overhead pattern is active.

6.8.2.5. RAPCON shall restrict aircraft to 1,800' MSL feet until departure end of runway when the overhead pattern is active.

6.9. Departure Procedures.

6.9.1. Grissom does not have any Textual Obstacle Departure Procedures (ODP). (T-0)

6.9.2. Grissom ARB has a Diverse Vectoring Area (DVA): Aircraft departing or executing climb-out to either runway may be vectored below the Minimum Vectoring Area (MVA)/Free Vector Area. The Grissom Free Vector Area is within 25 NM of the Grissom DASR. (T-0)

6.9.3. Aircraft departing Grissom may be vectored in any direction below the MVA provided the aircraft's climb to an altitude at or above the MVA/Minimum IFR Altitude (MIA) is not interrupted. (T-0)

6.9.4. Typical departure procedure for both Runway 05 and 23 will be "FLY RUNWAY HEADING, CLIMB AND MAINTAIN 10,000, EXPECT (higher altitude) WITHIN 10 MINUTES." (T-3)

6.9.5. Deviations and/or restrictions from the typical departure procedure shall be relayed by the Tower as received from the Departure Controller at the time release is requested. (T-0)

6.10. Lost Communications. (T-0)

6.10.1. Radio-out/Lost Communication aircraft will follow procedures in the Flight Information Handbook and FAA JO 7110.65 *Air Traffic Control*.

6.10.2. No Radio (NORDO) Aircraft in VFR Pattern:

6.10.2.1. NORDO aircraft entering the traffic pattern shall indicate communications difficulties as follows:

6.10.2.2. Overfly the runway at 1800' MSL.

6.10.2.3. Rock wings during daylight hours or blink navigation lights at night.

6.10.2.4. Enter left closed traffic pattern and watch for appropriate light gun signal.

6.10.3. NORDO Helicopter:

6.10.3.1. When a helicopter has a NORDO condition, it shall enter the traffic pattern at 500' AGL, approach the airport from the south and blink lights to attract Tower's attention and then watch Tower for the applicable light gun signal(s).

6.10.3.2. Upon receiving a steady green light, proceed on the downwind for landing for Runway 23/05.

6.11. Visual Flight Rule (VFR) Beacon Code Assignments. (T-3)

6.11.1. ATC may assign discrete transponder beacon codes of 0460-0467 to civil or military aircraft operating or transitioning VFR within or through class Delta airspace and while performing VFR traffic pattern work.

6.11.2. Aircraft executing radar traffic pattern work can expect a discrete beacon code of 0401-0447.

6.12. KC-135 Wake Turbulence. (T-0)

6.12.1. ATC shall provide the appropriate wake turbulence separation at all times. Heavy jet separation standards shall be applied in accordance with FAAO JO 7110.65 *Air Traffic Control*, and higher headquarters directives.

6.12.2. ATC and aircrews shall always use the term “heavy” when in communications.

6.12.3. For purposes of providing proper wake turbulence separation, aircraft conducting touch-and-go or stop-and-go operations are considered to be departing from an intersection.

6.13. Opposite Direction Traffic. (T-0)

6.13.1. Opposite direction approaches may be authorized by the Control Tower based upon traffic within the airspace. The following opposite direction cutoff points shall be used for both IFR and VFR aircraft operations.

6.13.2. Opposite direction cutoff procedures:

6.13.2.1. Arrival vs. Arrival – Opposite direction aircraft will have landed or completed circling maneuver prior to the arrival aircraft reaching a point 10 miles from the runway.

6.13.2.2. Departure vs. Arrival – Departure aircraft will be airborne and established on a course diverging by at least 45 degrees from the reciprocal of the final approach course prior to the arrival aircraft reaching a point 10 miles from the runway.

6.14. Intersection Departures: (T-0)

6.14.1. Unless prohibited by command directives, intersection departures are authorized and shall be conducted IAW FAA JO 7110.65, *Air Traffic Control*. The pilot assumes full responsibility for performance data computation and compliance.

6.14.2. The following distances are based on measurements from the appropriate runway end (threshold) to the closest edge of the intersecting taxiway. Distances are rounded down to the nearest 50 ft (See [Attachment 13](#)).

Table 6.1. Runway Intersection Distances.

Runway 23	Runway 05
Taxiway B – 10,000 ft	Taxiway B – 1,900 ft
Taxiway C – 7,100 ft	Taxiway C – 4,500 ft
Taxiway D – 2,000 ft	Taxiway D – 9,850 ft

6.15. Basic Radar Service. (T-3)

6.15.1. All VFR arriving and departing aircraft should be provided basic radar service, traffic permitting, unless the pilot states negative service or similar comment.

6.15.2. The point at which aircraft are instructed to contact the Control Tower is determined by prior coordination between the Grissom Control Tower and RAPCON.

6.16. Hilltop and 12 Mile East/West MOA Operations.

6.16.1. Chicago ARTCC is the controlling agency of these MOAs. These MOAs go active on a “real-time” need basis and IFR aircraft will be separated from the edge of the airspace boundary IAW FAA JO 7110.65, *Air Traffic Control*. (T-0)

6.16.2. When the Hilltop MOA is active, Grissom aircraft departing RWY 23 should expect “FLY RUNWAY HEADING CLIMB AND MAINTAIN 9,000 ft.” Once airborne, radar vectors or new routing may occur to avoid the MOA. (T-3)

6.16.3. When the 12 Mile East/West MOA is active, aircraft should expect radar traffic pattern work south of Grissom to avoid the area. (T-3)

6.17. Noise Abatement Procedures. Grissom does not have any noise abatement procedures that jeopardize safety and/or air traffic control procedures. Based on traffic situation, emergencies or other considerations, Tower/RAPCON may use any available procedure consistent with governing directives and criteria. The AOM/AFM will ensure any changes are coordinated with the affected airfield users and 434 MSG/CEV for environmental impact analysis. (T-3)

6.18. Severe Weather Procedures. (T-3)

6.18.1. The Grissom Weather section is responsible for the issuance and dissemination of all Weather Watches, Weather Warnings (WW) and Weather Advisories (WA). The criteria and desired lead times for Weather Watches, WW and WA are detailed in 434 ARW OPLAN 105-FY, *Weather Services*.

6.18.2. Tower and RAPCON will:

6.18.2.1. Disseminate Weather Advisories (WA), Weather Warnings (WW) and Weather Watches to all aircraft and instruct them to divert or hold position as required. When applicable, Tower will broadcast this information on the ATIS.

6.18.3. AMOPS will:

6.18.3.1. Disseminate WA, WW and Weather Watches to transient aircrews, and other agencies upon request.

6.18.3.2. Notify workers working on the airfield via the Ramp Net frequency upon receipt of any severe thunderstorm or tornado warnings or watches.

6.18.4. Transient Alert will:

6.18.4.1. Ensure all transient aircraft are secured IAW current directives. Secure loose equipment and objects that might be damaged or cause damage to aircraft if moved by high winds.

6.18.4.2. Help transient aircrews move transient aircraft into hangar (if space is available) or evacuate aircraft as conditions dictate.

6.18.5. CP will:

6.18.5.1. Upon notification of Weather Warnings, Watches or Advisories the CP will initiate the secondary notification network and notify the agencies detailed in 434 ARW OPLAN 105-15, *Weather Services*.

6.19. Cooperative Weather Reporting.

6.19.1. Tower will report tower prevailing or sector visibility to the weather team via the hotline (primary) or commercial telephone (secondary) when the tower prevailing or sector visibility is observed to decrease to less than, or increase to equal or exceed 4 statute miles. (T-2)

6.19.2. Assist Grissom Weather section in soliciting pilot reports (PIREPs) that could affect local operations. PIREP information shall be forwarded to the weather team in a timely manner for their use and any required further dissemination. (T-3)

6.20. Airfield Activities during Lightning Warnings. During weather warnings for observed lightning within 10 miles of the airfield, Grissom personnel shall cease munitions activity and evacuate munitions areas. When lightning is within 5 NM, all non-essential outdoor activity on the airfield will cease and personnel will shelter either in a building or a vehicle until such time that lightning has either ceased or moved beyond 5NM. (T-2) Aircraft departures and arrivals will be at the discretion of the aircraft commander or operator. (T-3).

Chapter 7

MISCELLANEOUS PROCEDURES/OPERATIONS

7.1. Bird Watch Conditions (BWC). (T-3)

7.1.1. This program is managed by Flight Safety (434 ARW/SE) IAW AFPAM 91-212, *Bird/Wildlife Aircraft Strike Hazard (BASH) Management Techniques*. Specific guidelines, roles, and responsibilities are contained in 434 ARW Plan 91-212, *Bird Aircraft Strike Hazard*.

7.1.2. Bird Watch Conditions (BWC) inform aircrews of dangerous bird activity around the airfield and establishes operational limitations to maintain the proper level of safety (AMOPS personnel and Flight Safety are responsible for declaring the BWC). AMOPS, Safety and SFS personnel are responsible for harassment of birds on the airfield. The BWCs are defined as follows:

7.1.2.1. LOW - Normal bird activity on and above the airfield with a low probability of hazard. This is a normal bird condition indicating routine Indiana or Grissom area activity. This condition allows for normal aircraft operations.

7.1.2.2. MODERATE – An increased bird population in locations that represents an increased potential for strike. This condition requires increased vigilance by all agencies and aircrews. This is an abnormal bird condition indicating larger than typical birds or increased numbers. Multiple approach and traffic pattern activity for AFRC aircraft ceases. Departures and full stop landings are allowed if the departure and arrival route avoids identified bird activities. Formation takeoffs, approaches, and landings are prohibited for fighter-type aircraft.

7.1.2.3. SEVERE - High bird population on or immediately above the active runway or other specific location (i.e., arrival or departure corridor) that represents a high potential for strike. Aircrews must thoroughly evaluate mission needs before conducting operations in areas under condition SEVERE. This is an abnormal bird condition indicating larger than typical birds or greatly increased numbers. Takeoff and landings of AFRC aircraft are prohibited. Aircraft other than locally assigned 434 ARW aircraft will be advised of the bird watch condition and takeoff or landing will be at their own risk.

7.1.2.4. The 434 OG/CC or higher may authorize deviations from the above restrictions in specific instances after implementing Operational Risk Management (ORM) techniques that evaluate mission needs, risks involved, and measures to mitigate the risks.

7.1.3. The authority to upgrade the bird watch condition to MODERATE or SEVERE is vested with the Airfield Manager or their designated representative, OC or 434 OG/CC, ATC Tower Supervisor or 434 ARW/SE. However, any person who observes increased bird activity should notify Airfield Management or Air Traffic Control immediately. Airfield Management will notify the Control Tower, Command Post and OC. **Note:** The 434 OG/CC or higher may authorize deviations from the above restrictions in specific instances after implementing Risk Management (RM) techniques that evaluate mission needs.

7.2. Bird/Wildlife Control. (T-3)

7.2.1. ATC will:

- 7.2.1.1. Report observed bird activity to the OC or Airfield Management as appropriate.
 - 7.2.1.2. Issue bird watch advisories on ATIS to aircrews as required.
 - 7.2.1.3. Provide Airfield Management immediate access to the runway under bird watch condition MODERATE or SEVERE as required.
 - 7.2.1.4. Identify radar target as possible bird activity, when appropriate, to provide warning to aircrews.
 - 7.2.1.5. Recommend missed approaches or delayed takeoffs when possible bird hazards appear on ATC radar or when observed by Tower personnel.
 - 7.2.1.6. Immediately upgrade bird watch condition based on their observations when conditions warrant. Notify Airfield Management as soon as possible after taking this action for further assessment.
- 7.2.2. The 434 OG/CC, OC, AFM, ATC Tower Supervisor or CIC and 434 ARW/SE has the authority to upgrade the bird watch condition to MODERATE or SEVERE.
- 7.2.3. The upgrading official bases the declaration on the following:
- 7.2.3.1. Personal observation of a bird hazard.
 - 7.2.3.2. Information relayed by airborne aircrew.
 - 7.2.3.3. Observations made by or relayed from Tower, Transient Alert personnel, the OC or Airfield Management personnel.
 - 7.2.3.4. The decision to downgrade the BWC must be agreed to by the OC and Airfield Management, commensurate with updated information during periods of Wing flying operations. The BWC may be downgraded by Airfield Management alone during non-wing flying hours.
 - 7.2.3.5. When aircraft are operating in or are inbound to the traffic pattern, Airfield Management and the OC will remain on the airfield under conditions of MODERATE and SEVERE to coordinate resources until the BWC is LOW.
- 7.2.4. To aid with bird control the following techniques can be accomplished at Grissom when warranted:
- 7.2.4.1. Pyrotechnics: Pyrotechnics are 12-gauge scare cartridges or 15mm Bird Banger/Screamer cartridges that produce a secondary explosion to scare wildlife from the area. The scare cartridges are launched from a shotgun or a pyrotechnic pistol (15 mm pistol). Pyrotechnics should be used to disperse birds, deer, coyotes and foxes.
 - 7.2.4.2. Depredation: Birds must be killed occasionally as a reinforcement of other methods. Domestic pigeons, European starlings and house sparrows may be killed without a permit. Most other species require federal and state permits. (Safety will contact the U.S. Fish and Wildlife Service and any appropriate state wildlife agency for permits and assistance in this area.)
 - 7.2.4.3. Vehicle horns, sirens and lights may be used to disperse birds from the runway and taxiways.

7.2.5. AMOPS, Safety or Security Forces shall be notified whenever significant bird control activities will be required on the airfield.

7.2.6. AMOPS will conduct daily airfield inspections. Additional airfield checks will be completed on a periodic basis throughout the day. A check should be completed within one hour of sunrise and sunset since these are times of increased bird activity. During each check, the BWC will be monitored and changes to the BWC made as appropriate. Include the date/time, weather conditions, type and number of birds/wildlife, location on the airfield, bird/wildlife activity (e.g. soaring, feeding, etc.) and possible attractants in the BASH log. Dead birds should be removed and wing safety notified. Deliver only remains associated with strikes or suspected strikes.

7.2.7. BASH information will be published in FLIP AP1 and the IFR Supplement.

7.3. Airfield Sweeper Operations. (T-3)

7.3.1. Airfield Management Responsibilities:

7.3.1.1. Airfield Management personnel will conduct daily airfield inspections/checks to identify any areas that require sweeper support.

7.3.1.2. Any areas identified will be called to Real Property Maintenance (RPM) service desk at Commercial 765-688-3383, and will be logged into the AMOPS daily events log.

7.3.1.3. If a problem requiring immediate attention arises after normal duty hours or on weekends, Airfield Management personnel will contact Command Post and relay the area(s) in need of sweeper support. The Command Post will contact RPM after duty hours point of contact to request sweeper support.

7.3.1.4. Airfield Management personnel will do a post sweeper inspection to ensure identified areas are clean of any debris.

7.3.1.5. Airfield Management personnel will determine closure of any airfield areas where excessive debris will create a FOD hazard to aircraft.

7.3.2. Sweeper Support – DMS/RPM:

7.3.2.1. Airfield Sweeping Plan: Scope of work will be in accordance with an LOP between the 434 ARW and RPM. RPM will in turn put forth the LOP to AFM.

7.3.2.2. The following is the scheduled weekly sweeping plan:

7.3.2.2.1. Monday: Sweep runway as conditions or debris dictates

7.3.2.2.2. Tuesday: Sweep Taxiways Alpha, Bravo, Charlie and Nose Dock Area

7.3.2.2.3. Wednesday: Sweep Taxiways Echo, Delta, and 2/3 of Foxtrot

7.3.2.2.4. Thursday: Sweep Taxiways Charlie, Golf, and last 1/3 of Foxtrot

7.3.2.2.5. Friday: Sweep 600 and 592 Aprons, Mass Parking Area and Taxiway Golf

7.3.2.3. RPM will notify Airfield Management prior to going out on the airfield and will be in radio contact with the Control Tower at all times. RPM will sweep the airfield to include Runway, Taxiways and aircraft parking areas and RPM will notify Airfield Management when they have completed their work on the airfield.

7.3.2.4. Contractor/RPM will notify Airfield Management when equipment or personnel limitations preclude normally scheduled sweeping.

7.4. Grass Mowing Operations. (T-3)

7.4.1. Beginning 1 April through 31 October, Contractor/ RPM will maintain grass throughout the entire airfield at a height of 7"-14." Prior to mowing, crews entering the airfield will notify AMOPS personnel by radio of their call sign and location. When they have completed for the day, they will again notify AMOPS that they have left the airfield. During mowing operations, the mowers will be in continual radio contact with the Control Tower.

7.4.2. Airfield Management: When completing airfield inspections or airfield checks, AMOPS personnel will check the airfield for compliance of the grass height. If the requirement is not met, it will be documented in the events log. The AFM or designated representative will then notify the Contractor/RPM of the area(s) that are not in compliance.

7.5. Airfield Snow Removal. (T-3)

7.5.1. Airfield snow removal operations are defined IAW AFI 32-1001, *Civil Engineer Operations* and 434 ARW Snow and Ice Control Plan (S&ICP). The S&ICP provides procedural guidelines and outlines snow removal/ice control responsibilities and priorities at Grissom. The Snow and Ice Control Plan is validated annually.

7.5.2. During normal duty hours, the AFM or the designated representative at AMOPS will notify the Command Post. The Command Post will then call S&IC, Commercial 765-688-3383 or 765-688-4605 and implement the S&ICP.

7.5.3. Other than normal duty hours, Security Force personnel on patrol will notify the Security Force work center when snow fall begins with accumulation. In turn the Security Force work center will notify Command Post. Command Post will call the OG/CC or designated representative to request permission to implement S&ICP. Once implementation is authorized, Command Post will notify the Snow Control Supervisor and BOS Contract Officer. The BOS Contract Officer will notify the BOS Property Maintenance.

7.5.4. Runway Surface Conditions (RSC) and Runway Condition Readings (RCR) will be reported on an hourly basis, whenever weather conditions dictate. AMOPS and the snow removal supervisor need to communicate and coordinate these reports ensuring Safety is not compromised. AMOPS will notify Control Tower, OCR or designated representative, MOCC, Command Post and Weather of any reportable Runway Surface Condition (RSC) and Runway Condition Readings (RCR) in a timely manner.

7.6. Government and/or Contract Operations on the Airfield. (T-3)

7.6.1. Periodically, government and/or contract agencies need access to facilities located within the airfield environment to perform construction, maintenance, operational checks, and inspections. Prior to entering the airfield, personnel will notify AMOPS personnel either by radio, telephone, or by physically stopping at Airfield Management Operations duty section. These personnel will provide AMOPS their call sign and work location on the airfield. Upon completion of their work, personnel will notify AMOPS that they have completed the work and have left the airfield. Exception, 434 Maintenance, SFS and Fire Department are exempt from notifying AMOPS as they are on the airfield all day every day.

7.6.2. If work requires either access to, or work in close proximity of, the runway, personnel shall request approval from the Control Tower prior to entering the runway environment. Radio contact shall be maintained with the Control Tower while working within and around the runway environment.

7.6.3. AMOPS will document personnel working on the airfield environment.

7.7. Airfield Construction. (T-3)

7.7.1. The AOM shall evaluate all airfield construction and, if required, comply with procedures outlined in Federal Aviation Regulation (FAR) Part 77. Notify the FAA prior to the commencement of any construction on Grissom ARB airfield.

7.7.1.1. Civil Engineers and COMM shall ensure that all airfield construction projects and activities are coordinated with Airfield Management, to include digging permits.

7.7.1.2. Prior to the end of the workday and periodically throughout the day, Airfield Management should ensure that the construction work being performed is according to contract. Civil Engineering (CE) Construction Management shall inspect the contractor work site periodically.

7.7.2. Airfield Management Responsibilities. Also reference AFI 13-204 V3, *Airfield Operations Procedures and Programs*.

7.7.2.1. Responsible for coordinating with the AOM (representative to the OG/CC and WG/CC) ensuring construction projects do not impact flying or mission support operations.

7.7.2.2. Responsible for coordinating airfield construction activities with the Control Tower, Security Forces, Wing Safety and other concerned agencies, ensuring all agencies have the appropriate construction project data required.

7.7.2.3. Responsible for updating Airfield Automation System (AFAS), disseminating the appropriate NOTAMs and local airfield advisories.

7.7.2.4. Responsible for ensuring that construction areas are clearly marked and outlined by obstruction lighting equipment.

7.7.2.5. Responsible for periodically checking the construction area sites in conjunction with the CE Construction Management ensuring construction personnel are operating within the scope of contract directives.

7.7.2.6. Ensure contractors receive training on airfield safety and airfield driving prior to starting work IAW GRISSOMARBI13-213, *Grissom Airfield Driving Program*. Ensure airfield driving training requirements are outlined in Statement of Work (SOW)/Position Work Statement (PWS) for all airfield contracts.

7.7.3. Control Tower Responsibilities. Issue appropriate advisories to aircraft and personnel regarding construction/repair activities within the airfield area.

7.8. Personal Electronic or Communications Devices. Personal cell phones and other electronic devices possessed on the airfield or in maintenance work areas will only be used for official/authorized business. Cell phones will not be used while actively performing maintenance. During maintenance actions, electronic devices not required in the performance of maintenance, shall be turned off. Placing these devices in the silent or vibrate mode does not satisfy this

requirement. This restriction does not apply to personnel performing maintenance management duties (e.g., Pro Super, Expediter), or official duties while TDY. (T-3)

7.9. General Safety Practices. General safety practices shall be conducted IAW AFI 21-101, *Aircraft and Equipment Maintenance Management*, AFI 91-203 *Air Force Consolidated Occupational Safety Instruction*.

7.9.1. Badges or airfield passes will be secured appropriately. (T-3)

7.9.2. Jewelry is not authorized on the airfield for example metal hair fasteners, earrings, bracelets, rings, necklaces that extend outside of worn garments and any other jewelry that may fall off without notice are not authorized for wear on the airfield or in the industrial areas of the maintenance complex. Watches (if worn) will be IAW applicable technical data. Area of applicability includes the entire area inside of the security fence for all aircraft maintenance docks, the entire airfield area, buildings 426, 453, hangar 592 and Aircrew Flight Equipment building 600. (T-3)

7.9.3. Aircraft Marshallers will use the required paddles or wands and marshalling wands as required by technical data. (T-3)

7.10. Aerodrome and Aircraft Security. Aerodrome and aircraft security procedures are specified in the GARBI 31-101, *Integrated Defense Plan*.

7.11. Airfield Photography. All and any requests for photography on the airfield or any portion of Grissom Air Reserve Base shall be coordinated with Public Affairs. Unauthorized photography may result in detainment and/or equipment seizure by SFS personnel. (T-3)

LORENZA H. SHAW III, Col, USAF
Commander

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

434 ARW *Installation Emergency Management Plan 10-2*, November 20, 2019

434 ARW *Snow & Ice Control Plan*, 21 October 2019

GRISSOMARBI13-213, *Grissom Airfield Driving Program*, 14 September 2016

434 ARW Plan 91-212, *Bird Aircraft Strike Hazard (BASH) Plan*, 30 September 2016

434 OPLAN 105-15, *Weather Services*, 15 October 2018

AFI 10-1001, *Civil Landing Permits*, 23 August 2018

AFI 11-208 IP, Department of Defense Notice to Airmen (NOTAM) System, 13 February 2018

AFI 13-204, Volume 1, *Airfield Operations Career Field Development*, 9 May 2013

AFI 13-204, Volume 2, *Airfield Operations Standardization and Evaluations*, 1 September 2010

AFI 13-204, Volume 3, *Airfield Operations Procedures and Programs*, 1 September 2010

AFI 13-207, *Preventing and Resisting Aircraft Piracy (Hijacking) FOUO*, 5 February 2019

AFI 13-213, *Airfield Driving*, 4 February 2020

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

AFI 32-1001, *Civil Engineer Operations*, 4 October 2019

AFI 91-202, *The US Air Force Mishap Prevention Program*, 24 June 2015

AFMAN 11-213, *Military Flight Data Telecommunications System*, 27 April 2018

AFMAN 91-201, *Explosives Safety Standards*, 21 March 2017

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

AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, 11 November 1994

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

AFPAM 91-212, *Bird/Wildlife Aircraft Strike Hazard (Bash) Management Techniques*, 31 May 2018

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

FAA JO 6750.16, *Siting Criteria for Instrument Landing Systems*, 14 May 2014

FAA JO 7110.65, *Air Traffic Control*, 20 June 2019

FAA JO 7210.3, *Facility Operation and Administration*, 20 June 2019

FAR Part 77, 21 July 2010

GARBI 31-101, *Integrated Defense Plan*, 1 October 2012

UFC-3-260-01, 4 February 2019

Adopted Forms

AF Form 483, *Certificate of Competency*

AF Form 847, *Recommendation for Change of Publication*

AF Form 3616, *Daily Record of Facility Operation*

AFTO Form 277, *Results of Runway Braking Tests*

DD Form 175, *Military Flight Plan*

DD Form 1801, *DOD International Flight Plan*

Abbreviations and Acronyms

AEO—100 – FAA Washington Operations Center

AEF—Air Expeditionary Force

AFI—Air Force Instruction

AFJI—Air Force Join Instruction

AFM—Airfield Manager

AFMAN—Air Force Manual

AFPAM—Air Force Pamphlet

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

AFTO—Air Force Technical Order

AFW-WEBS—Air Force Weather Services

AGE—Aerospace Ground Equipment

AICUZ—Air Installation Compatible Use Zone

AISR—Aeronautical Information System Replacement

ALS—Approach Light System

ALTRV—Altitude Reservation

AM—Airfield Management

AMC—Air Mobility Command

AMOPS—Airfield Management Operations

AMXS—Aircraft Maintenance Squadron

ANG—Air National Guard

AOB—Airfield Operations Board

AOF—Airfield Operations Flight
AOM—Airfield Operations Manager
ARB—Air Reserve Base
ARFF—Aircraft Rescue and Fire Fighting
ARS—Air Refueling Squadron
ARTCC—Air Route Traffic Control Center
ARW—Air Refueling Wing
ARWI—Air Refueling Wing Instruction
ASR—Airport Surveillance Radar
AT—Air Traffic
ATC—Air Traffic Control
ATCAA—Air Traffic Control Assigned Airspace
ATCALs—Air Traffic Control and Landing Systems
ATCAM—Air Traffic Control Automation Manager
ATIS—Automatic Terminal Information Service
ATM—Air Traffic Manager
ATW—Weather
BASH—Bird/Wildlife Aircraft Strike Hazard
BLDG—Building
BOS—Base Operating Support
BWC—Bird Watch Conditions
CAT—Category
CC—Commander
CD—Clearance Delivery
CDF/JI—Cargo Deployment Function/Joint Inspection Yard
CE—Civil Engineering
CECP—Civil Engineering Programmer
CFR—Crash Fire Rescue
CIG—Ceiling
CMA—Controlled Movement Area
CMAV(s)—Controlled Movement Area Violation(s)
CO—Contracting Officer

COR—Contracting Office Representative
CP—Command Post
CS—Communications Squadron
CV—Vice Commander
D—Demonstration
DASR—Digital Airport Surveillance Radar
DEFCON—Defense Condition
DME—Distance Measuring Equipment
DMS—Data Monitor Systems
DoD—Department of Defense
DPC—Civilian Personnel
DSN—Defense Switched Network
DV—Distinguished Visitor
DVA—Diverse Vector Area
EAR—Emergency Air Refueling
ECC—Security Forces
ECP(s)—Entry Control Point(s)
ELT—Emergency Locator Transmitter
EPU—Emergency Power Unit
ETA—Estimated Time of Arrival
ETD—Estimated Time of Departure
FAA—Federal Aviation Administration
FAAO—Federal Aviation Administration Order
FAA/FSDO—FAA Flight Standards District Office
FAR—Federal Aviation Regulation
FBO—Fixed Base Operator
FD—Fire Department
FDIO—Flight Data Input-Output
FL—Flight Level
FLIP(S)—Flight Information Publication(s)
FOD—Foreign Object Damage
FSS—Flight Service Station

FT—Feet
FW—Fighter Wing
GARB—Grissom Air Reserve Base
GATR—Ground Air Transmitter Receiver
GUS—Grissom
HATRs—Hazardous Air Traffic Reports
HIRLS—High Intensity Runway Lights
HQ—Headquarters
IAF—Initial Approach Fix
IAW—In Accordance With
ICAO—International Civil Aviation Organization
IFE—In-Flight Emergency
IFR—Instrument Flight Rules
ILS—Instrument Landing System
IMC—Instrument Meteorological Conditions
JET—Joint Toolkit
JUA—Joint Use Agreement
K-9—Canine
KGUS—Grissom airport identifier
LOP—Local Operating Procedure
LRS—Logistics Readiness Squadron
MACA—Midair Collision Avoidance
MAJCOM—Major Command
MARSA—Military Authority Assumes Responsibility for Separation of Aircraft
MCEDA—Miami County Economic Development Authority
MEDEVAC—Medical Evacuation
MIA—Minimum IFR Altitude
MICT—Management Internal Control Toolset
MOA—Military Operations Area
MOC—Maintenance Operations Center
MOF—Maintenance Operations Flight
MPA—Mass Parking Area

MPH—Miles Per Hour
MSG—Mission Support Group
MSL—Mean Sea Level
MVA—Minimum Vectoring Altitude
NAS—National Airspace System
NAVAID(s)—Navigational Aid(s)
NEW—Net Explosive Weight
NLT—No Later Than
NM—Nautical Mile
NORDO—No Radio
NOTAM(s)—Notice(s) to Airmen
NVD—Night Vision Device
OC—Operations Coordinator
OCR—OG/CC
ODP—Obstacle Departure Procedure
OG/CC—Operations Group Commander
OGV—Operations Group Standardization and Evaluation
OKK—Kokomo
OPLAN—Operations Plan
OPR—Office of Primary Responsibility
OSS—Operations Support Squadron
OSS/AT—Operations Support Squadron/Air Traffic
OSS/CC—Operations Support Squadron Commander
OSS/OSM—ATCALS
OSY—OPEN SKIES
OWS—Operational Weather Squadron
PAPI(s)—Precision Approach Path Indicator(s)
PAR—Precision Approach Radar
PCAS—Primary Crash Alarm System
PCLP—Pilot Controller Liaison Program
PIREP(s)—Pilot Report(s)
PMI—Preventative Maintenance Inspection

PMSV—Pilot to Metro Service
PNAF—Primary Nuclear Airlift Forces
POFZ—Precision Obstacle Free Zone
POL—Petroleum, Oil and Lubricant
POV—Privately Owned Vehicle
PPR—Prior Permission Required
PTD—Pilot to Dispatcher
PWS—Position Work Statement
QALQ—Information Request to Departure Station
QRC—Quick Reaction Checklist
RADAR—Radio Detection and Ranging
RAPCON—Radar Approach Control
RCR—Runway Condition Reading
RDS—Records Disposition Schedule
RM—Risk Management
RPM—Real Property Maintenance
RSC—Runway Surface Condition
RVR—Runway Visual Range
RWY—Runway
SAR—Search and Rescue
SCN—Secondary Crash Net
SE—Safety
SEW—Wing Safety Weapons
SFCC—Security Forces Control Center
SFL—Sequence Flashing Lights
SFO—Simulated Flameout
SFS—Security Forces Squadron
SII—Special Interest Item
SOF—Supervisor of Flying
SOP—Standard Operating Procedures
SOW—Statement of Work
S&ICP—Snow & Ice Control Plan

STARS—Standard Terminal Automation Replacement System

T—Transient Flights

TA—Transient Alert

TAAD—Threat Avoidance Arrival/Departure

TACAN—Tactical Air Navigation

TERPS—Terminal Instrument Procedures

TRB—Training Review Board

TSM—Training and Standardization Manager

UAS—Unmanned Aircraft System

UFC—Unified Facilities Criteria

UHF—Ultra High Frequency

USAF—United States Air Force

VFR—Visual Flight Rules

VHF—Very High Frequency

VIS—Visibility

VMC—Visual Meteorological Conditions

VOR—Very High Frequency Omni-directional Range

VORTAC—Very High Frequency Omni-Directional Radio Range Tactical Air Navigation Aid

WA—Weather Advisories

WG/CC—Wing Commander

WS/CIC—Watch Supervisor/Controller-in-Charge

WW—Weather Watch

ZAU ARTCC—Chicago Air Route Traffic Control Center

Terms

Air Traffic Control (ATC)—A service operated by appropriate authority to promote the safe, orderly, and expeditious flow of traffic (Ref. FAAO 7110.65.)

Airport—A defined area on land or water (including any building, installations and equipment) intended to be used either wholly or in part for the arrival, departure, and movement of aircraft. Used synonymously with the term “Airfield.”

Airfield Facilities—Includes the runways, taxiways, parking areas, servicing areas, ATC Facilities, Airfield Management Operations, navigational aids, aircraft fire suppression and rescue services, airfield lighting systems, and those other areas within the confines of the airfield environment which could affect flight operations.

Airport Reference Point (ARP)—The ARP is the center of all landing surfaces as outlined in UFC 3-260-01 Airfield and Heliport Planning and Design. At Grissom it's the center of the runway.

Airfield Operations Manager (AOM)—The wing's airfield operations focal point, responsible for overall management of services provided by Airfield Operations, which includes Air Traffic Control, Airfield Management, Weather Services, Transient Alert, Airfield Quality Assurance and Accountable Officer in support of the wing flying mission and in compliance with AF, AFRC, DoD, FAA, and Base Operating Support (BOS) contract guidelines.

Airfield Management—A function that monitors, coordinates and directs airfield maintenance and support activities to include coordinating notice to airmen in order to provide a safe airfield environment.

Airfield Management Operations—A facility located near the airfield that contains the Airfield Management functional areas to include the AOM, Airfield Management, Weather Services, Airfield Quality Assurance, Flight Planning Room, and Passenger area.

Airfield Manager (AFM)—A function that is responsible for coordinating with operational and support agencies to ensure a safe and well maintained airfield environment is available to support the flying mission for base assigned and transient aircrews.

Air Traffic Manager (ATM)—Manages and supervises the internal operation of the Air Traffic Control facility (Radar Approach Control and Control Tower).

Deputy Assistant Airfield Manager (DAFM)—Works directly for the AFM and supervises airfield operations and airfield maintenance activities to ensure safe, effective and efficient airfield operations.

Class "Delta" Airspace—Generally, that airspace from the surface to 2,500 feet above the airport elevation (charted in MSL) surrounding those airports that have an operational Control Tower.

Contractor—Refers to the Base Operating Support Contract. **Note:** All contractors are not Base Operating Support Contracts (BOS).

Control Tower—A terminal facility that uses air/ground communications, visual signaling, and other devices to provide ATC services to aircraft operating in the vicinity of an airport or on the movement area. Authorizes aircraft to land or takeoff at the airport controlled by the Tower or to transit the Class Delta airspace area regardless of flight plan or weather conditions (IFR or VFR).

Controlled Movement Area (CMA)—Any portion of the airfield requiring aircraft, vehicles and pedestrians to obtain specific air traffic control approval for access (normally via two-way radio contact with the Control Tower). The CMA includes but is not limited to areas used for takeoff, landing and as required taxiing aircraft.

Controlled Movement Area Violation—An airfield violation caused by aircraft, vehicles, or pedestrians entering the controlled movement area without specific Control Tower approval. This also includes runway incursions and infractions caused by communication errors.

Emergency—A distress or an urgency condition.

Foreign Object Debris Check—A vehicular check conducted by all personnel prior to entering the ramp movement areas, ensuring that vehicular tires are free of foreign object debris. These checks pertain to other areas of the airfield environment as well, which are normally conducted by

Airfield Management personnel; however, they pertain to all personnel operating within the airfield environment. Additionally, conducted by Airfield Management personnel prior to the start of normal flying activities or in response to Foreign Object Debris reports by the Supervisor of Flying, Control Tower, aircraft, etc.

Hazardous Cargo—As a minimum includes ammunition, explosives, toxic, caustic, nuclear, biological, infectious, poisonous, combustible, or flammable materials, which may endanger life or property.

Instrument Flight Rules—A set of rules governing the conduct of flight under instrument meteorological conditions.

Instrument Meteorological Conditions—Meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling less than the minima specified for visual meteorological conditions.

Jettisoning of External Stores—Airborne release of fuel tanks, ordnance, rockets, flares, pods, etc., carried externally on an aircraft and capable of being jettisoned.

Joint-use-Airfield—A United States AF installation where agreements exist between the AF, civil and host nation authorities for joint use of all or a portion of airfield facilities.

KC- 135—Includes all KC/KE/KR models. Model number will indicate references to specific aircraft.

Miami County Economic Development Authority (MCEDA)—The civil competent authority duly constituted under the laws of the State of Indiana, and recognized by the Secretary of Defense as the redevelopment authority for the communities in the vicinity of the former Grissom AFB, and as such, eligible to serve as the sponsor of a public airport under a JUA.

Operations Coordinator (OC)—A rated officer or airman authorized by the OG/CC to monitor and supervise current flight operations. As required, an OC may perform duties from the Control Tower. Function is same as Supervisor of Flying (SOF).

Radar Approach Control Facility (RAPCON)—A terminal ATC facility that uses radar and non-radar capabilities to provide approach control services to aircraft arriving, departing, or transiting airspace controlled by the facility.

Records Disposition Schedule (RDS)—The official schedule that authorizes/governs the disposition of Air Force records, which contains National Archives and Records Administration (NARA) approval authority.

Runway (RWY)—A defined rectangular area on a land airport prepared for the landing and takeoff run of aircraft along its length. Runways are normally numbered in relation to their magnetic direction rounded off to the nearest 10 degrees; e.g., Runway 05 and Runway 23.

Runway Incursion—A controlled movement area violation that is the result of an unauthorized entry or erroneous occupation of a runway or other surface used for takeoff and landing of aircraft regardless of impact on aircraft safety. Aircraft, vehicles, pedestrians, or communication errors between such can cause these incidents.

Terminal Instrument Procedures (TERPS)—Responsible for the development and maintenance of the VFR and IFR procedures used by aircraft arriving, departing and practicing flight in and around Grissom ARB. IFR procedures are developed to ensure the separation of aircraft from

obstacles and terrain throughout all phases of terminal flight. VFR procedures are developed to provide aircraft procedures that do not meet IFR criteria, but can be safely flown in Visual Meteorological Conditions (VMC) under VFR.

Threat Avoidance Arrival/Departure (TAAD) procedures—Flying procedures used primarily when high/medium altitude landing is necessary; e.g., small arms environment and a permissive high or medium altitude threat environment exists, thus allowing reconnaissance of the field during the flyover. The procedures outlined herein are for locally assigned KC-135R aircraft performing VFR Overhead Pattern, Random Steep Approach, Curvilinear Approach, Spiral-Up Departure, and Low Altitude High Speed Departure procedures within the boundaries of Grissom ARB Class Delta airspace.

Uncontrolled Movement Areas—Taxiways except as defined in this instruction, and ramp areas not under the control of air traffic Control Tower.

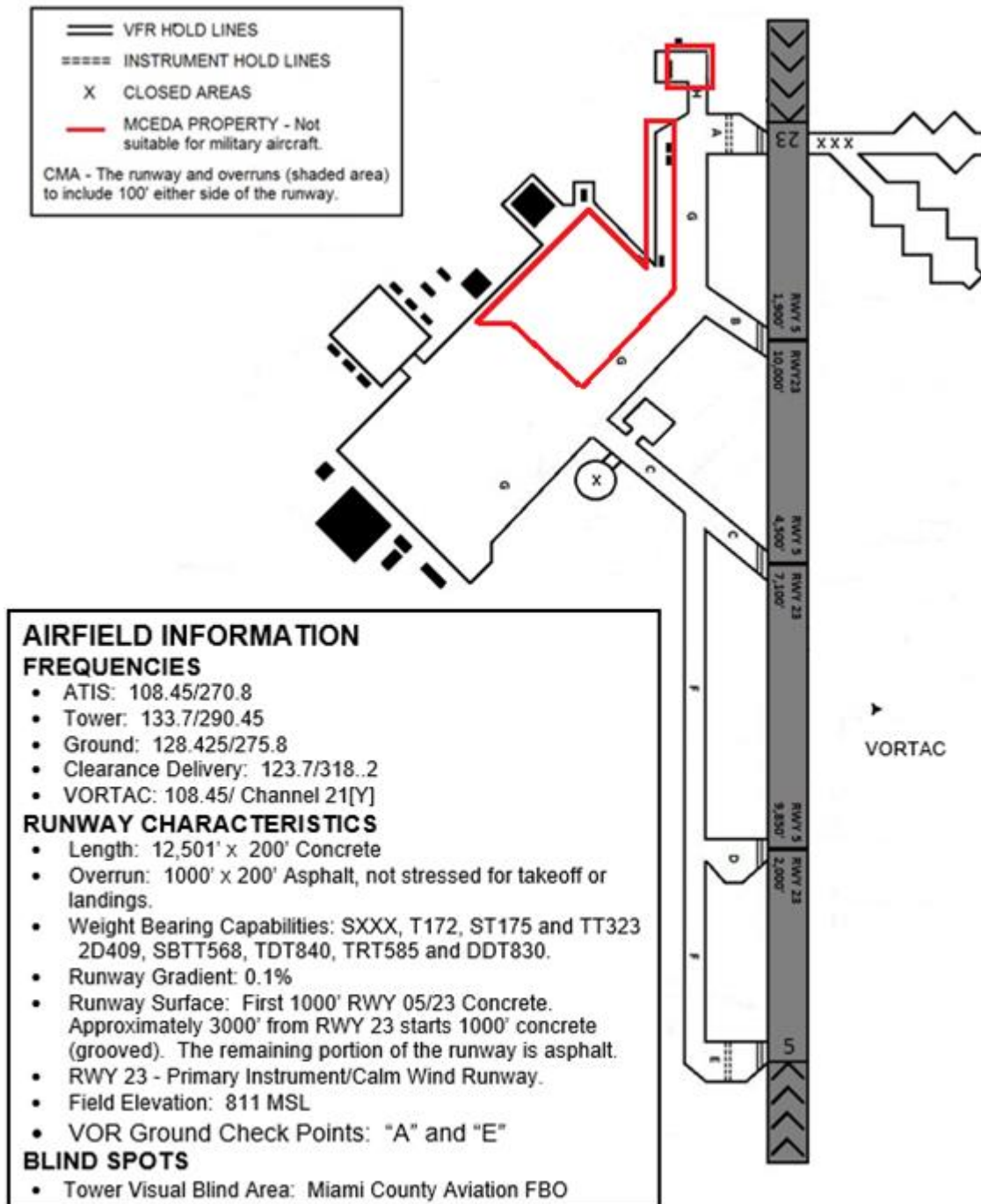
Visual Flight Rules—Rules that govern the procedures for conducting flight under visual conditions. The term “VFR” is also used in the United States to indicate weather conditions that are equal to or greater than minimum VFR requirements. In addition, it is used by pilots and controllers to indicate type of flight plan.

Visual Meteorological Conditions—Meteorological conditions expressed in terms of visibility, distance from cloud, and ceiling equal to or better than specified minima.

Attachment 2

AIRFIELD DESCRIPTION

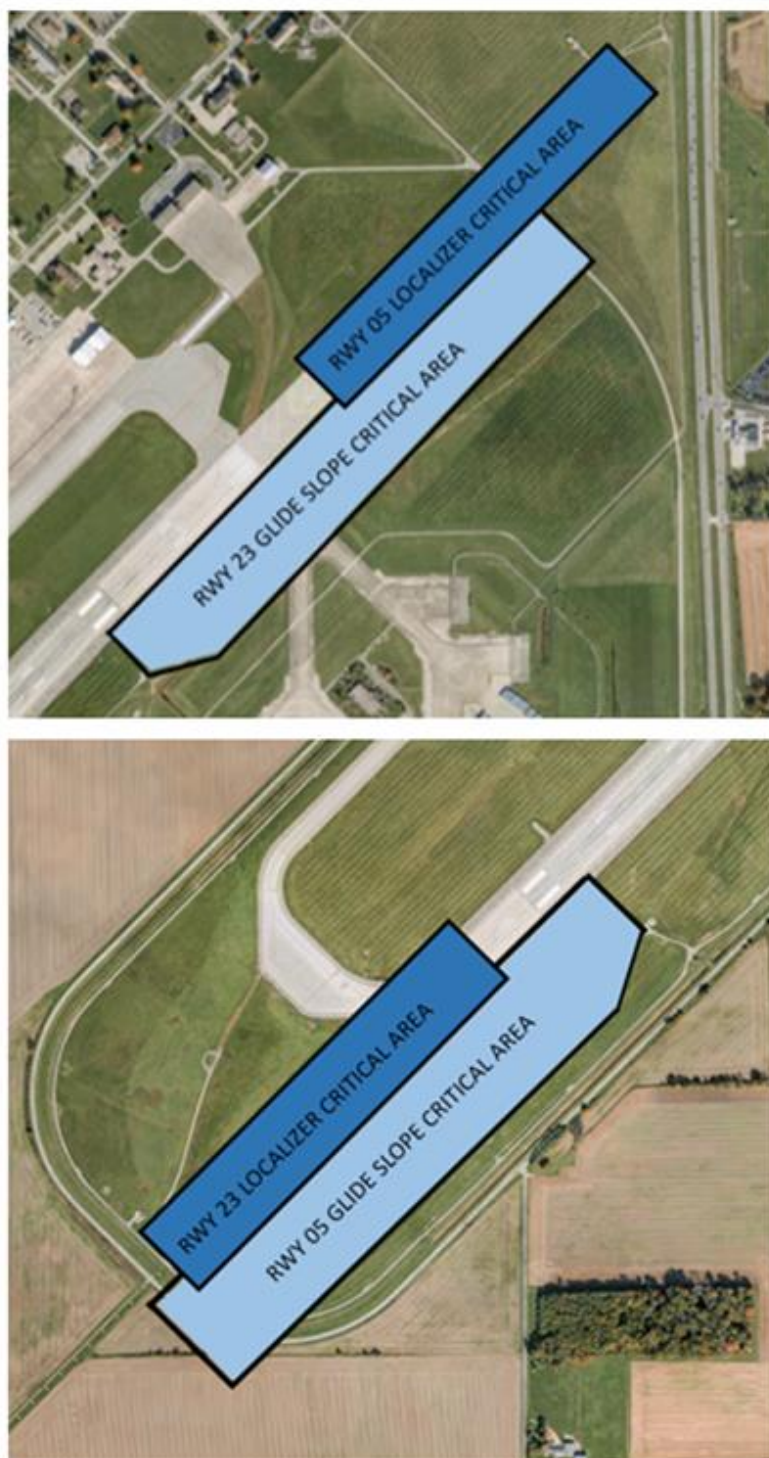
Figure A2.1. Airfield Description.



Attachment 3

INSTRUMENT LANDING SYSTEM (ILS) CRITICAL AREAS

Figure A3.1. ILS Critical Areas.



Attachment 4

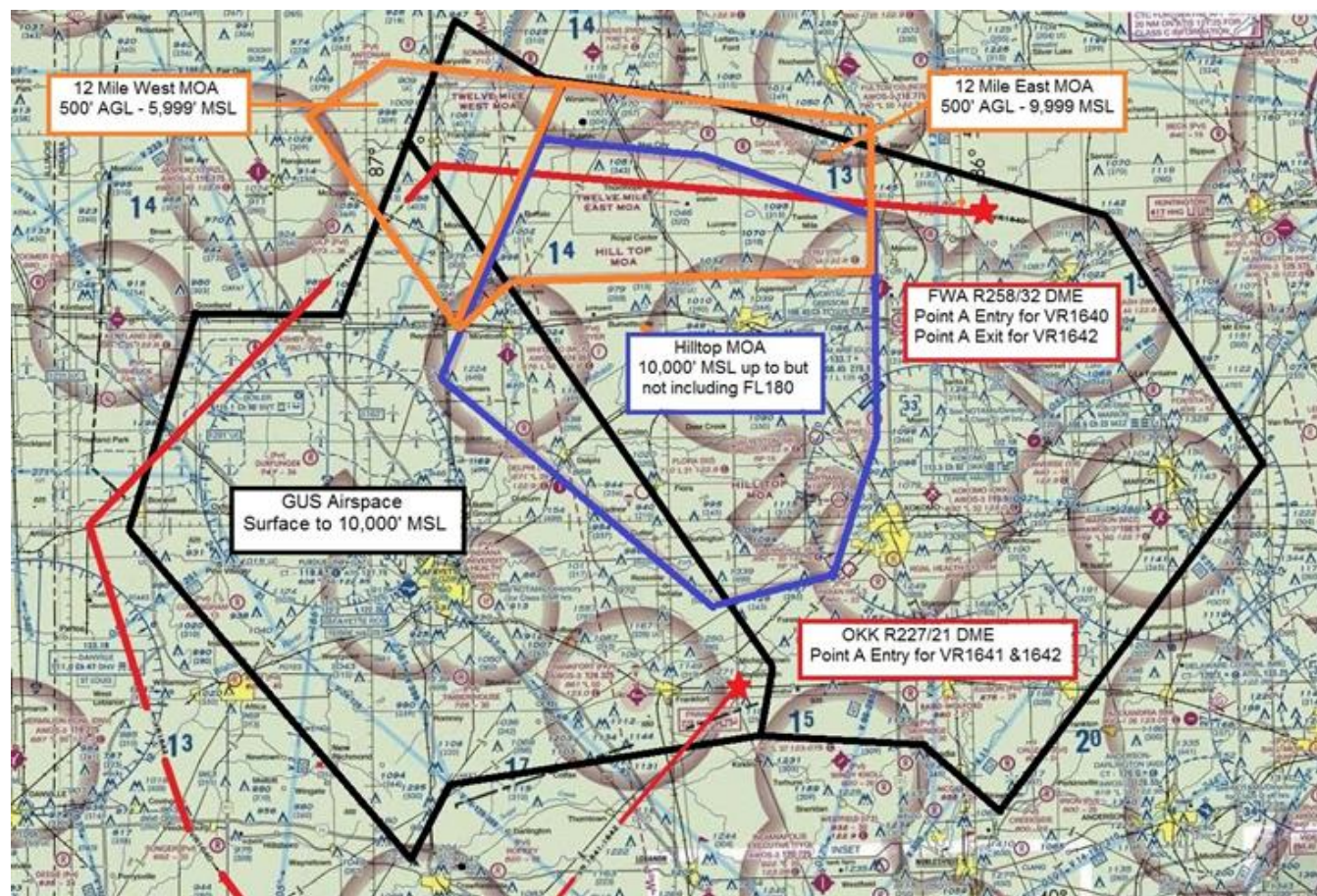
PRECISION OBSTACLE FREE ZONES (POFZ)

Figure A4.1. POFZ.



Attachment 5
LOCAL FLYING AREA

Figure A5.1. Local Flying Area.



Attachment 6

ADJACENT AIRPORTS

Figure A6.1. Adjacent Airports.

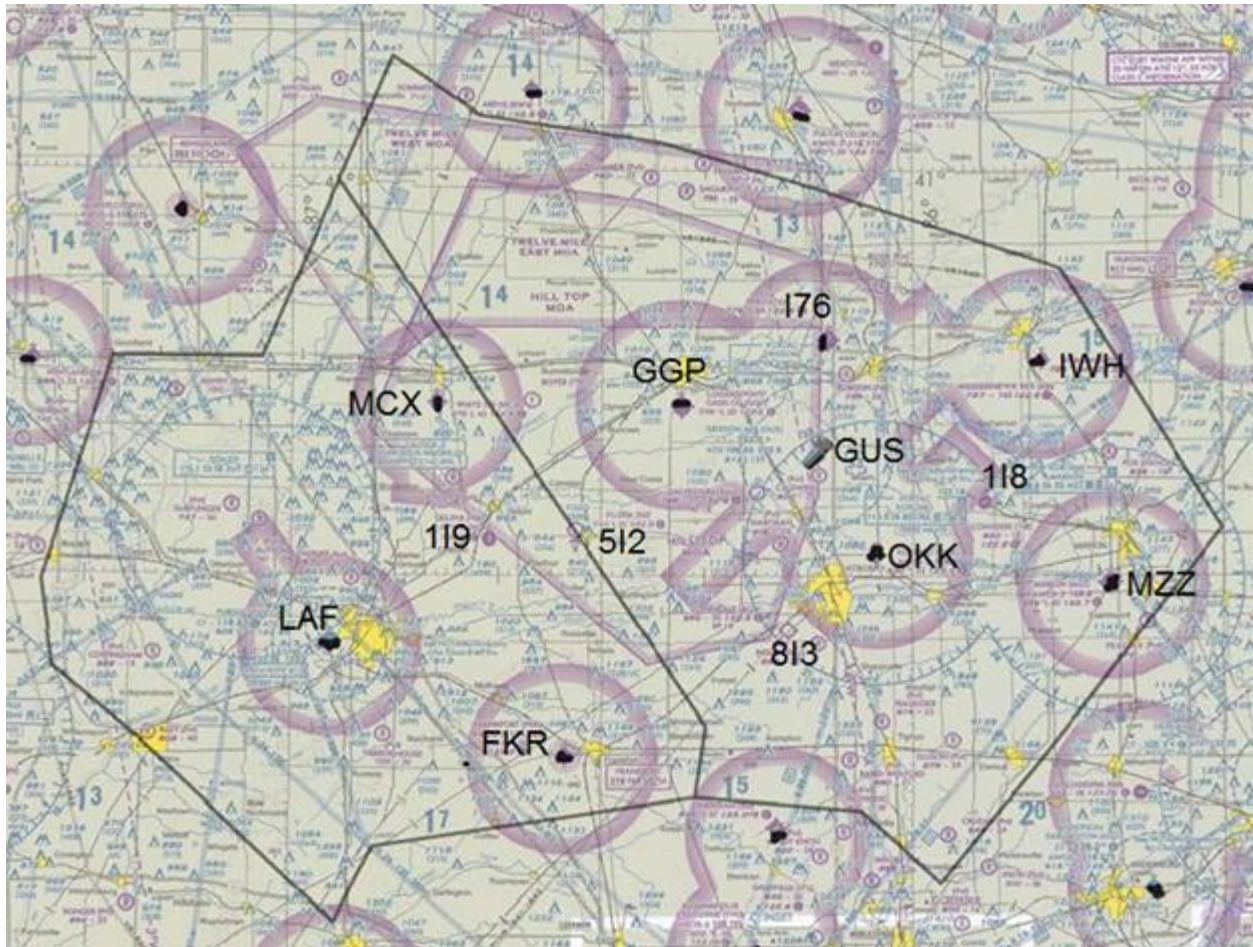
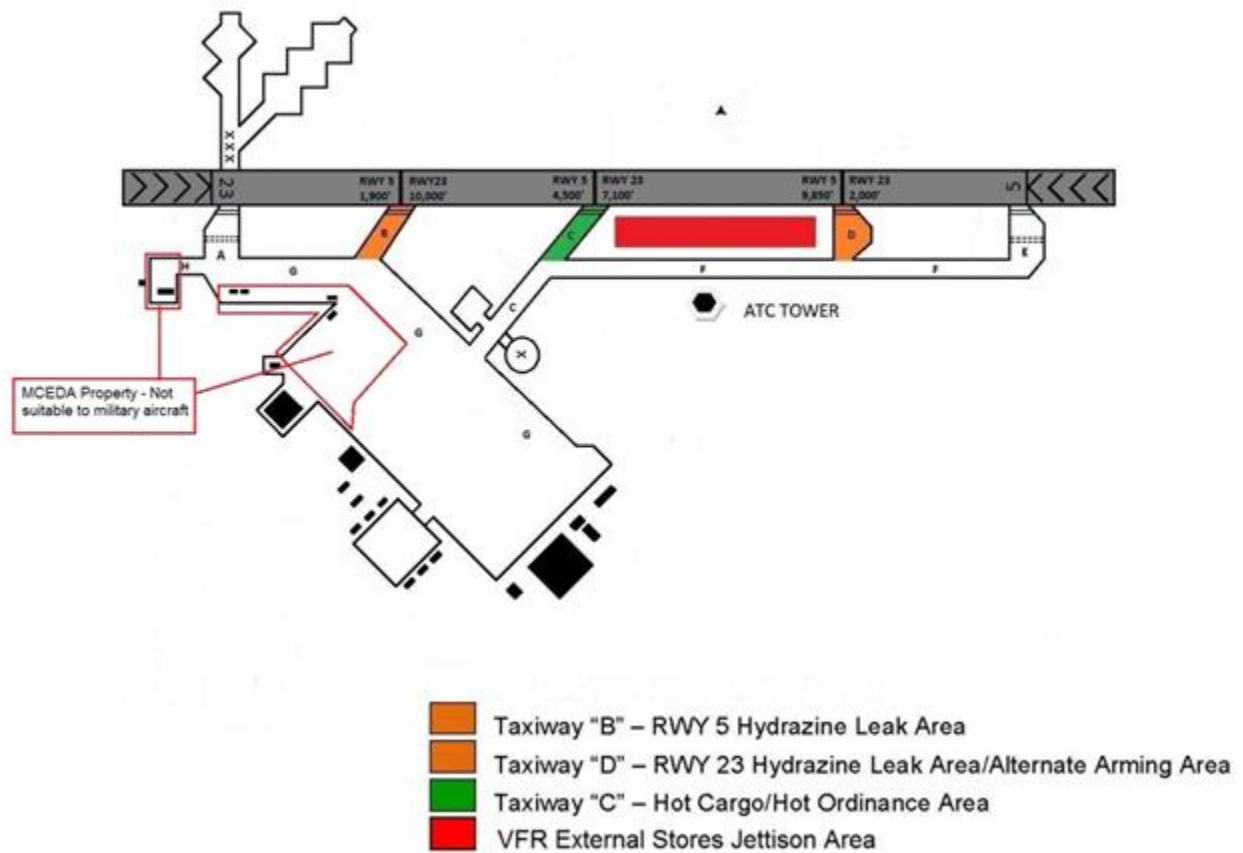


Table A6.1. Adjacent Airports.

Three Letter ID	Airport Name	Location
OKK	Kokomo Municipal Airport	GUS R-151/8.2 DME
I76	Peru Municipal Airport	GUS R-004/8.5 DME
GGP	Logansport/Cass County Airport	GUS R-294/10.8 DME
118	Converse Airport	GUS R-113/12.7 DME
8I3	Glendale Airport	GUS R-193/12.9 DME
IWH	Wabash Municipal Airport	GUS R-068/17.5 DME
5I2	Flora Municipal Airport	GUS R-250/19.2 DME
MZZ	Marion Municipal Airport	GUS R-115/23.4 DME
119	Delphi Municipal Airport	GUS R-258/24.9 DME
MCX	Monticello/White County Airport	GUS R-280/28.2 DME
FKR	Frankfort Municipal Airport	GUS R-222/29.1 DME
LAF	Purdue University Airport	GUS R-251/38.4 DME

SPECIAL AIRCRAFT OPERATIONS

Figure A7.1. Special Aircraft Operations.



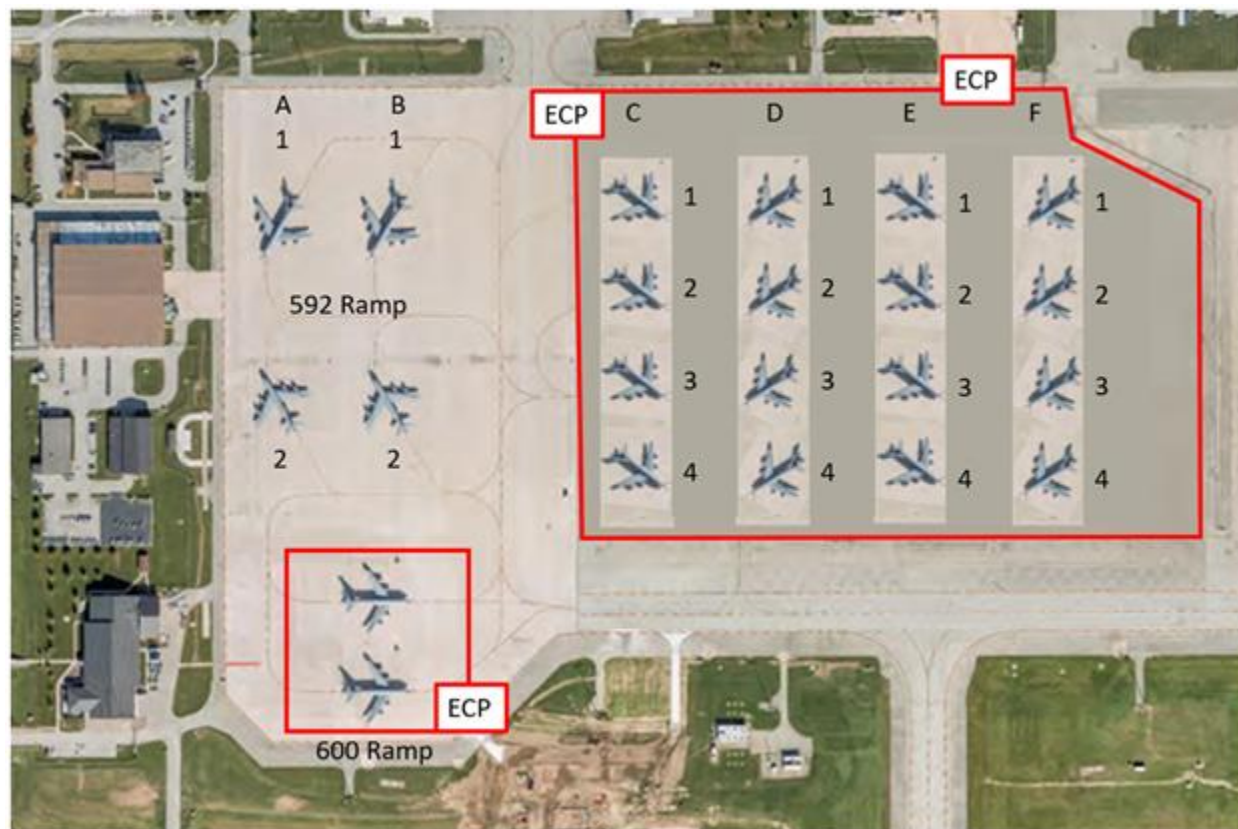
Attachment 8
RAMP DESCRIPTION

Figure A8.1. Ramp Description.



Attachment 9 PARKING PLAN

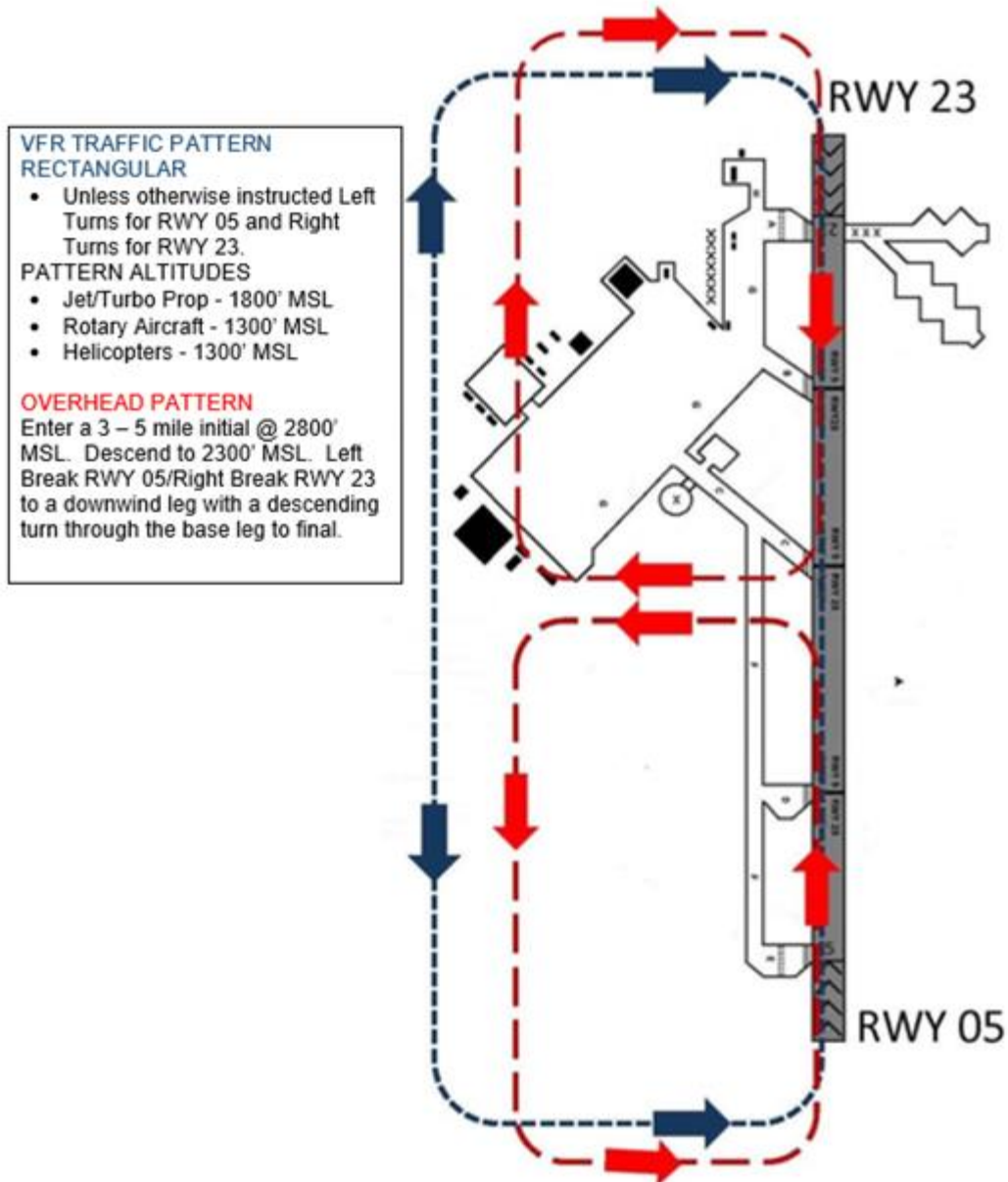
Figure A9.1. Parking Plan.



Attachment 10

VFR TRAFFIC PATTERNS

Figure A10.1. VFR Traffic Patterns.



Attachment 11

VFR REPORTING AND HOLDING POINTS

Figure A11.1. VFR Reporting and Holding Points.

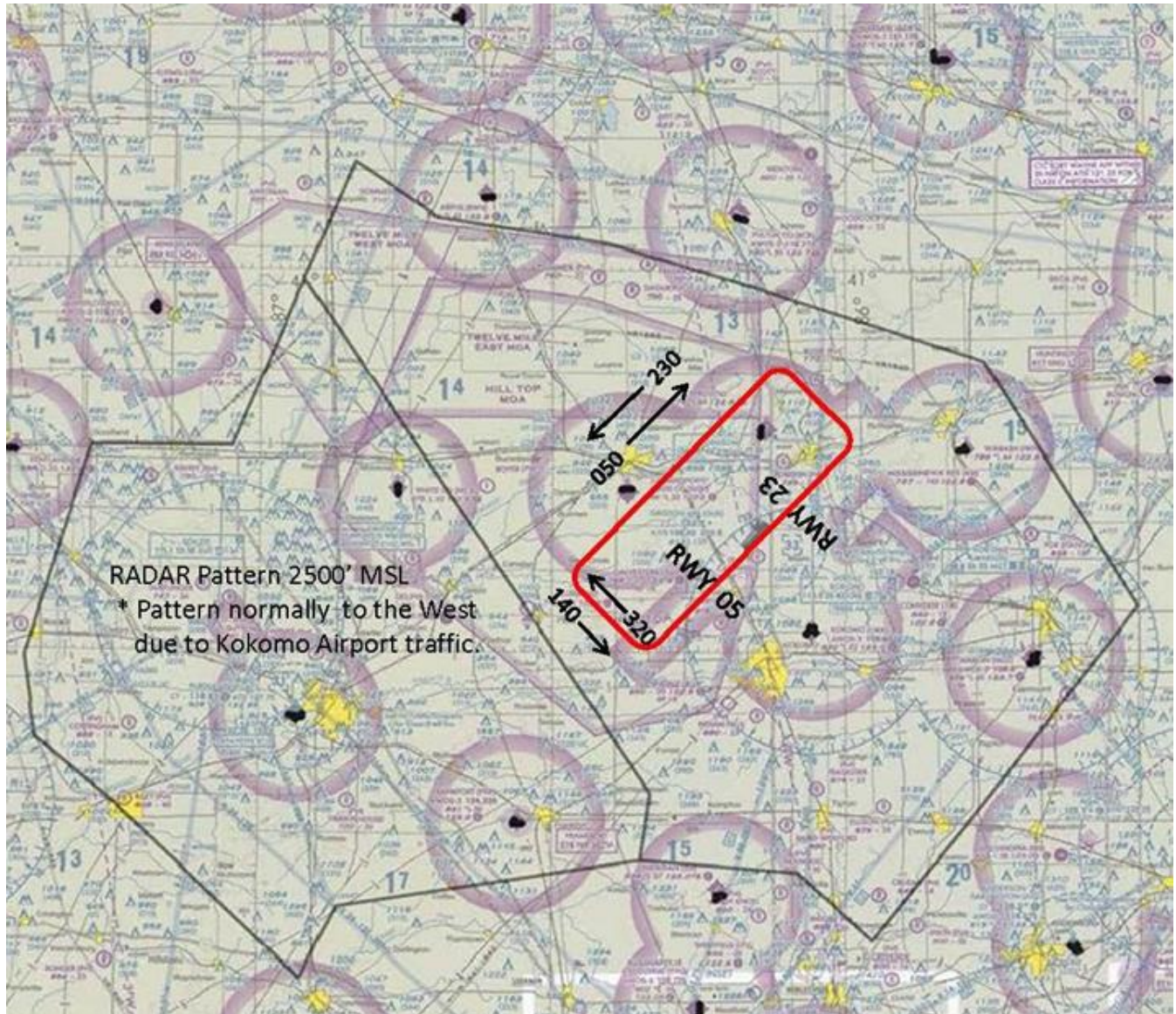


Table A11.1. VFR Reporting and Holding Points.

REPORTING POINT	LOCATION	REMARKS
MEXICO	GUS 010/010	Mexico Grain Silo on Hwy 31
DAM	GUS 065/010	Mississinewa Dam
KOKO	GUS 195/010	Rock Quarry
CREEK	GUS 260/010	Deer Creek Farm
MISSISSINEWA	GUS 073/11	Mississinewa Reservoir

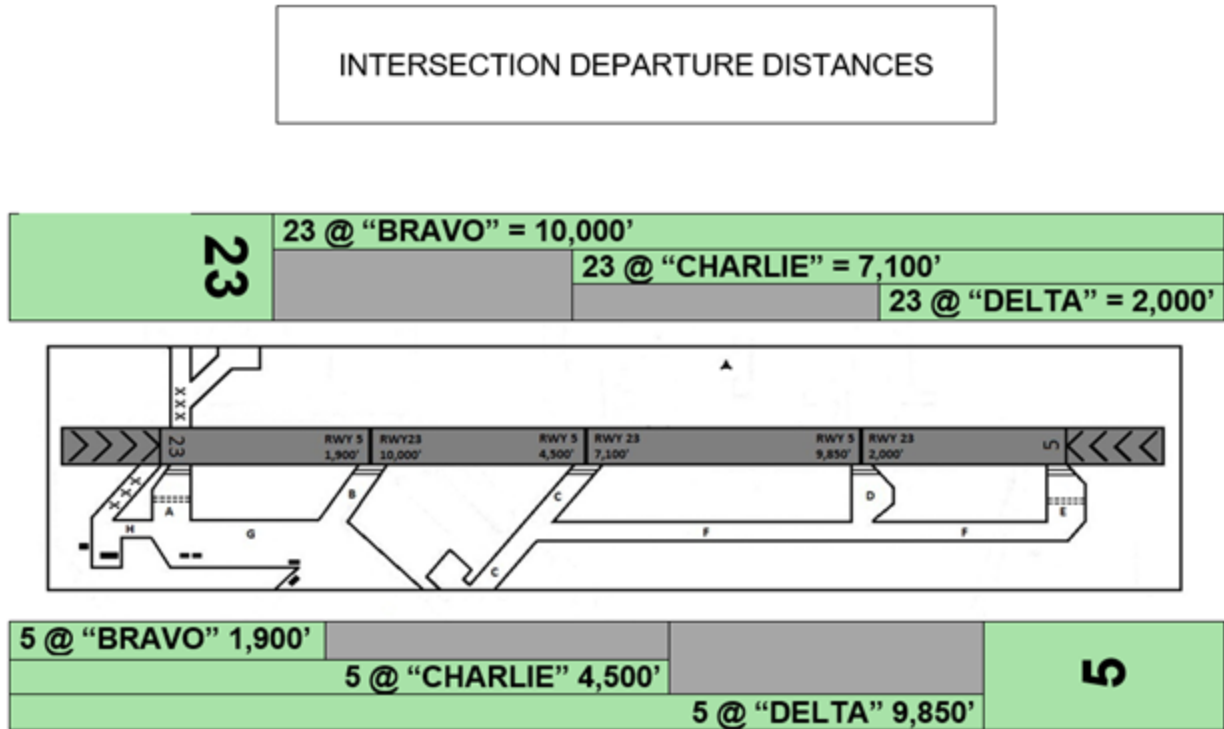
Attachment 12
RADAR PATTERN

Figure A12.1. RADAR Pattern.



Attachment 13
INTERSECTION DEPARTURE

Figure A13.1. Intersection Departure.



Attachment 14

SMALL UNMANNED AIRCRAFT OPERATIONS

Figure A14.1. Small Unmanned Aircraft Operations.

