

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

HOLLOMAN AIR FORCE BASE 21-190

10 MAY 2021

Maintenance

**DROPPED OBJECT PREVENTION
PROGRAM (DOPP)**



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Colonel Bryan T. Callahan)

This instruction implements Air Force Policy Directive (AFPD) 21-1, *Maintenance of Military Materiel*, and establishes responsibilities and procedures for conducting the Dropped Object Prevention Program (DOPP). It applies to all assigned aircraft and any transient aircraft that are maintained by the Transient Alert element at Holloman AFB. All requirements are outlined in AFI 21-101, *Aircraft and Equipment Maintenance Management*, and Technical Order (TO) 00-35D-54, *USAF Deficiency Reporting, Investigation, and Resolution*. All personnel should read this instruction carefully. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions to the Office of Primary Responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*, to 49 WG FOD NCO (49 WG/CVF), Bldg. 572, West Ninth Street, Holloman AFB, NM 88330-8277.

SUMMARY OF CHANGES

This document is revised. The changes reflect the merging of the 49 WG and 54 Fighter Group (FG) under Air Education Training Command (AETC). Additional changes reflect the incorporation of Architecture, Engineering, Consulting, Operations, and Maintenance (AECOM)

civilian contracting to the 49 Maintenance Group (MXG) and clarification to specific wording that would contradict Civilian Contracts that were written prior to the merging of Commands

1. Overview. The in-flight loss of aircraft panels, parts, access doors, and other objects is a continuing command-wide problem. The situation persists in spite of equipment modifications, technical data updates, and special inspections. Therefore, all maintenance personnel must be aware of the potential for dropped objects. Supervisors must ensure the proper installation of panels and doors and verify the quality of maintenance performed on structural components.

2. Responsibilities. Dropped Object Prevention (DOP) is the responsibility of all aircraft operators and maintainer professionals. Prevention should be considered when aircraft panels are removed, access doors opened, or when maintenance is performed on an exterior component. All personnel working in, on, and around aircraft must comply with the requirements of this instruction.

3. Definition. Dropped Object (DO). A dropped object is any item that falls from an aircraft from the time the aircraft aligns on the runway for takeoff to engine shutdown. Minor coating coming off in flight is not considered a dropped object unless downstream damage has occurred, and will be tracked locally for trends.

4. Procedures.

4.1. Removal, installation, and opening and closing documentation

4.1.1. Individuals tasked to remove external panels, fairings, engine cowlings, antennas, windshields, and external light assemblies will enter a “Red X” in the Integrated Maintenance Data System (IMDS) and the aircraft forms prior to starting the removal/opening action. Thumb latch or similar style quick-access doors are excluded from this requirement.

4.1.2. The discrepancy will not be signed off on the forms until the panel, fairing, engine cowling, antenna, windshield, or light assembly/subassembly is properly installed/closed and inspected.

4.2. When feasible, the individual tasked to perform the removal/installation or opening/closing action will remain assigned to the task until the action is completed and properly documented.

4.3. When installing aircraft panels, doors, and components, place special emphasis on the condition of latches, fasteners, hinge pins, and hinge lobes. Ensure panels, doors, and components fit properly and are attached securely to reduce the chances for dropped objects.

4.4. If a portion of the inspection cannot be accomplished for any reason (i.e. adverse weather or other conditions), document the areas not inspected in IMDS and on AFTO Form 781A, *Maintenance Discrepancy and Work Document*, on a “Red Dash”.

5. Dropped Object Prevention Inspection (Panel Inspection).

5.1. The inspector for these purposes will be a qualified technician. This inspection will be accomplished along with the pre-launch walk around.

5.2. Qualified personnel will visually inspect the upper and lower fuselage, wings, vertical stabilizers, and engines for panel security and streamlining on all assigned and transient aircraft.

5.3. If additional maintenance is performed prior to aircraft departure, the person signing the exceptional release will ensure any affected panels are properly documented and secured.

6. Dropped Object Incident Reporting

6.1. Anyone suspecting a dropped object will immediately notify the Production Superintendent. NOTE: No maintenance of any type will be performed in the dropped object area until the 49 WG DOPP Monitor performs an investigation (i.e., removing damaged parts, etc.) or releases the aircraft for repair.

6.2. The Production Superintendent will ensure IMDS or the aircraft forms are reviewed to verify the item is an actual dropped object and was not removed by maintenance personnel.

6.3. Upon verification of a dropped object, the Production Superintendent will notify the Maintenance Operations Center (MOC) who will ensure appropriate agencies are notified in accordance with the Dropped Object Reporting Quick Reaction Checklist (QRC) (maintained by MOC).

6.4. Upon verification of the dropped object, the DOPP Monitor or Quality Assurance Office will ensure the owning unit initiates the Dropped Object Investigation Report, [Attachment 2](#), to determine the cause. The investigation will attempt to determine and identify any material design deficiency/failure, personnel error, or repeat trends. When material failure or design deficiency is determined or suspected as a cause, the owning unit will submit a Quality Deficiency Report to the Quality Assurance Office in accordance with TO 00-35D-54. When trends are identified, the Quality Assurance Office will initiate referral reports to ensure actions are taken to correct the problem.

6.5. Upon completion of the investigation, the 49 WG DOPP Monitor will provide a copy of the Dropped Object Investigation Report to the appropriate work center for inclusion in personnel training and education programs.

6.6. Upon completion of the investigation, the Production Superintendent will coordinate applicable repair and replacement actions (unless previously granted).

7. Dropped Object Prevention Program Management

7.1. The 49th Vice Wing Commander is the DOPP Manager.

7.2. The DOPP Manager will appoint a DOPP Monitor. In the event the DOPP Monitor is unavailable, personnel from the Quality Assurance Office will act as the DOPP Monitor. The DOPP Manager will assign all duties and responsibilities to the DOPP Monitor. The minimum responsibilities of the DOPP Monitor(s) are:

7.2.1. Conduct all dropped object investigations and ensure corrective actions are sound.

7.2.2. Monitor the wing-level DOPP training program and recommend changes when necessary.

7.2.3. Maintain dropped object historical data.

8. Training

8.1. All maintenance personnel will receive DOP training during Mission Orientation through the Maintenance Training Squadron (MTS). Training will be documented in personnel's Individual Training Plan (ITP) in the Training Business Area (TBA) Application, or entered in IMDS.

8.2. Trainers will familiarize trainees with the aircraft to identify the locations of inspection items. Trainees will be briefed on possible reasons why items are lost and ways to prevent such losses.

BRYAN T Callahan, Colonel, USAF
Vice Commander

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

AFPD 21-1, *Maintenance of Military Materiel*, 29 October 2015

AFI 21-101, *Aircraft and Equipment Maintenance Management*, 21 May 2015

AFI 21-101_CAFSUP I, *Aircraft and Equipment Maintenance Management*, 11 July 2012

AFI 91-204, *Safety Investigations and Reports*, 12 February 2014

TO 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*, 15 October 2015

TO 00-25-107, *Maintenance Assistance*, 1 October 2015

TO 00-35D-54, *USAF Deficiency Reporting, Investigation, and Resolution*, 1 September 2015

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

Prescribed Forms

None

Adopted Forms

AF 847, *Recommendation for Change of Publication*

AFTO 781A, *Maintenance Discrepancy and Work Document*

Abbreviations and Acronyms

AFB—Air Force Base

AFRIMS—Air Force Information Management System

AFTO—Air Force Technical Order

CAFSUP—Combat Air Force Supplement

DO—Dropped Object

DOP—Dropped Object Prevention

DOPP—Dropped Object Prevention Program

FOD—Foreign Object

Debris/Damage IMDS—Integrated Maintenance Data System

ITP—Individual Training Plan

MXG—Maintenance Group

MOC—Maintenance Operations Center

MTS—Maintenance Training Squadron

NCO—Non Commissioned Officer

OPR—Office of Primary Responsibility

QRC—Quick Reaction Checklist

RDS—Records Disposition Schedule

TBA—Training Business Area

TO—Technical Order

WG—Wing