

**BY ORDER OF THE COMMANDER
482D FIGHTER WING**

**482D HOMESTEAD AIR RESERVE
BASE INSTRUCTION 21-116**



20 DECEMBER 2019

Maintenance

CRASH RECOVERY PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This 482d Homestead Air Reserve Base Instruction (HARBI) establishes guidance to effectively respond to and recover crashed, damaged, and disabled aircraft during aircraft mishaps at the 482d Fighter Wing (482 FW), Homestead Air Reserve Base (HARB), Florida. This instruction also applies to host, tenant, transient aircraft and deployed units. Commanders and supervisors are responsible for ensuring personnel comply with the provisions of this instruction. This instruction incorporates procedures from Air Force Instruction (AFI) 21-101, Air Force Reserve Command Supplement 1 (AFRC Sup 1), *Aircraft and Equipment Maintenance Management*. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force Form 847 (AF Form 847), *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records* and disposed of in accordance with (IAW) the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

SUMMARY OF CHANGES

This instruction has been significantly revised and should be reviewed in its entirety. Updates includes changes to responsibilities, training information, and references throughout the entire publication.

1. Generalized Crashed, Damaged, or Disabled Aircraft Recovery (CDDAR) Responsibilities.

1.1. Supervisors at all levels must recognize the sources of hazards and apply appropriate safety practices to minimize their effect. There is an infinite variety of possible emergency and crash recovery situations; therefore, specific procedures cannot be prescribed for every situation. All aircraft recovery actions are coordinated through the Emergency Operations Center (EOC) and/or the Incident Commander (IC). All operations at the incident location will be under the purview of the IC. If incident location is not DoD-owned land the IC may be a civilian from the owning jurisdiction. Regardless of organizational affiliation, IAW the National Incident Management System, the IC will retain all tactical decision making on scene.

2. Responsibilities of Each Base Organization for CDDAR Responses.

2.1. The 482 FW/CC is the installation commander and is responsible for all response elements during incident/contingency operations. As the situation shifts away from response to clean-up or investigation, overall command may transfer to other units as appropriate.

2.2. Local authorities are responsible for responding to off installation crash/disabled aircraft. If assistance is required, they will coordinate with 482 FW/Command Post (482 FW/CP) for assistance.

2.3. 482 FW/CP, during normal duty hours, will implement the appropriate check sheet and coordinate with the following agencies for CDDAR response/support:

2.3.1. Maintenance Operations Center (MOC)

2.3.2. Civil Engineering/Readiness Flight

2.3.3. Wing Safety Office

2.3.4. Medical Squadron

2.3.5. Bioenvironmental Office

2.3.6. Security Forces Squadron

2.3.7. Airfield Manager

2.3.8. Vehicle Operations

2.3.9. Base Contracting

2.3.10. Services Squadron

2.3.11. EOD

2.3.12. Base Fire Department

2.3.13. Additional on/off Base Agencies

2.4. In the event of a crashed/disabled aircraft, 482FW IEMP 10-2 Aircraft Accident Response will be initiated by the Wing Command Post. MOC will initiate Major Aircraft Accident/Incident Checklist #E-03 along with the Command Post and then notify the CDDAR Team Chief to assemble the CDDAR team.

2.5. 482d Maintenance Squadron (482 MXS).

2.5.1. 482 MXS/Maintenance Flight (482 MXS/MXMTC) is responsible for the 482 FW deployable crash recovery program and assisting base agencies with local crash/disabled aircraft responses occurring on or off HARB.

2.5.2. Aerospace Ground Equipment (AGE) Flight will provide necessary ground equipment such as but not limited to; Lightcart, -60, Bomblift, MC-2A LOPAC, MC-7, Heater, Disabled Wheel Dolly or Maintenance Stands at the request of the IC and/or CRT. All equipment must be readily available for use during CDDAR operations.

2.5.3. Munitions Flight will provide a driver and munitions trailers as needed for removal of munitions/explosives.

2.5.4. Fuel Shop will dispatch hydrazine response personnel, team, or trailer if requested.

2.5.5. Egress will respond and remove explosives if requested and accessible.

2.6. 482d Aircraft Maintenance Squadron (482 AMXS).

2.6.1. Provide man power when available as requested by CDDAR Team Chief

2.7. 482d Maintenance Group/Quality Assurance (482 MXG/MXQ) Weight and Balance Manager, when requested by the CRTC, will help determine weight and Center of Gravity (CG) conditions of aircraft.

2.8. 482d Mission Support Group (482 MSG) will provide qualified drivers and special purpose vehicles as outlined in **paragraph 4** of this instruction at the request of IC or CRTC.

3. Personnel Required for CDDAR Operations.

3.1. Incident Commander: The senior subject matter expert with necessary certifications will assume incident command. If the incident occurs on DoD-owned land, or if a National Defense Area is declared, the chief of Fire and Emergency Services will assume incident command as appointed by the installation commander. Command authority for incidents occurring off-base, will be determined by agent responsible for that jurisdiction.

3.2. Crash Recovery Team: 482 MXS/MXMT will provide the CRT, which consists of a CRTC qualified to the seven skill-level (minimum) and qualified members. The CRT responds, when requested, to all major responses on or off the active airfield and incidents occurring on or off HARB.

3.3. Crash Recovery Team Chief: Individual assigned responsibility for managing the crash recovery program according to AFIs, wing mission plans and applicable host-tenant agreements. CRTC is responsible for directing and coordinating aircraft recovery procedures and actions. Qualification will consist of reviewing the following: AFI 21-101 Chapter 11, 482 FW IEMP 10-2, HARB Host/Tenant Support Agreement and 482 MXS Crash Recovery Lesson Plan.

3.3.1. The CRTC Primary will:

3.3.1.1. Establish the 482 MXG CDDAR program and serve as OPR for the unit CDDAR instruction.

3.3.1.2. Ensure training and special qualifications outlined in **paragraph 9** (Training) and **paragraph 10** (Special Qualifications for Personnel) of this

instruction are complied with through proper coordination with appropriate base agencies.

3.3.1.3. Review support agreements and the base disaster response plan on an annual basis. Provide inputs/changes as required.

3.3.1.4. Ensure serviceable tools and support equipment for recovery operations (i.e., bags, slings, manifolds, tow bars, dunnage/shoring, etc.) are available.

3.3.1.5. Inform the 482 MXG/CC in writing of equipment shortages/unserviceability that precludes effective CDDAR support and/or response.

3.3.1.6. Respond, when requested, to all major responses on or off the active airfield and outside the fence area of Homestead ARB.

3.3.1.7. Conduct an initial site-survey safety briefing with the IC prior to entering the mishap scene.

3.3.1.8. Coordinate with the CRT and establish a safe and functional aircraft recovery plan.

3.3.1.9. Coordinate with unit QA Weight & Balance Manager when weight and CG conditions are unknown.

3.3.1.10. Ensure aircraft removal/recovery does not commence until the IC declares the site is safe and response operations are concluded or as directed by the Mishap Investigation Board President.

3.4. Special Vehicle Operator: Individual trained to operate special purpose vehicles. 482 MSG Vehicle Operations Flight will provide qualified drivers at the request of IC and/or CRTC. All vehicles and drivers must be readily available for use during CDDAR operations.

4. Equipment, Tools, Vehicles and Other Supplies/Consumables Required for CDDAR Operations.

4.1. The following equipment and operators for each will be available as needed from 482 MSG or emergency dispatch:

4.1.1. Applicable 15-ton mobile crane, 30-ton or 80-ton crane.

4.1.2. All terrain forklift.

4.1.3. Flatbed trailer.

4.1.4. 40 passenger bus.

4.1.5. Ton and a half truck.

4.1.6. Radio equipped 6-pack passenger Pick-up truck with trailer towing capabilities.

4.2. The following equipment will be made available by 482 MXS/MXMT for emergency dispatch:

4.2.1. Crash recovery trailer including tools, and applicable Personnel Protection Equipment (PPE), slings, bellybands, snatch cables, chains, etc.

4.2.2. Aircraft tow vehicle.

4.2.3. Aircraft tow bar.

5. PPE Required to Perform CDDAR Operations When Aircraft Contains Composite or Hazardous Materials.

5.1. Crash Recovery PPE gear listing and training qualification/information will be maintained by CRTC.

5.2. At a minimum, in accordance with applicable technical data, PPE included with CDDAR equipment and ready for emergency response will include:

- 5.2.1. Latex Gloves.
- 5.2.2. Leather gloves.
- 5.2.3. Respirators with filters.
- 5.2.4. Safety Glasses.
- 5.2.5. Ear defenders.
- 5.2.6. Tyvex Suits.
- 5.2.7. Hard Hats.
- 5.2.8. Reflective vests.

6. Support for CCDAR after Normal Duty Hours.

6.1. Support for CDDAR after normal duty hours will follow the CDDAR response guidelines outlined in [paragraph 6.2](#). (Responsibilities of each base organization for CDDAR of this instruction).

6.2. Emergency recall/mobilization roster will be maintained by 482 MXS CRTC and made available to 482d Maintenance Operations Center (MOC) to identify and notify required recovery team members outside of normal operating hours.

7. Host/Tenant Base CDDAR Responsibilities.

7.1. 482d FW (Host) has overall responsibility for initiating crash responses IAW 482FW IEMP 10-2. The 482 FW/CC is responsible for ensuring sufficient equipment is available for disaster response force personnel owned by the 482 FW.

7.2. Tenant Unit responsibilities.

7.2.1. 482 FW tenants are responsible for responding, when requested, to all major responses on or off the active airfield and outside the fenced area of HARB.

7.2.2. Tenant Units are responsible for the condition/repair of their aircraft. With regard to the CDDAR program, Tenant Units must:

7.2.3. Coordinate with and participate in host CDDAR exercises, training and equipment inventories (only if and when applicable).

7.2.4. Be actively involved to assist host base recovery operations during real world responses.

7.2.5. Tenant Unit primary contributions are:

- 7.2.5.1. Technical expertise.
 - 7.2.5.2. Technical data.
 - 7.2.5.3. MDS-unique tools/special equipment.
 - 7.2.5.4. Airframe/system familiarization.
 - 7.2.5.5. Manpower/augmentation as needed.
 - 7.2.5.6. Special PPE if required.
- 7.3. Tenant Unit Detachment 1, 125th Fighter Wing (Det 1, 125 FW).
- 7.3.1. The 125 FW and 482 FW will share their knowledge, response checklists and personnel based on mission requirements.
- 7.4. CBP / Office of Air & Marine:
- 7.4.1. CBP / Office of Air & Marine will share their knowledge, response checklists and personnel based on the accident/incident on scene requirements.
- 7.5. Tenant Unit USSOUTHCOM/SOCSO:
- 7.5.1. U.S. USSOUTHCOM/SOCSO will share their knowledge, response checklists and personnel based on the accident/incident on scene requirements.

8. Training.

- 8.1. The CRTC will ensure sufficient personnel are trained to support CDDAR operations.
- 8.1.1. The CRTC will ensure all CRTMs:
 - 8.1.2. Are trained on basic equipment operation (e.g., light carts, generators, etc.).
 - 8.1.3. Receive familiarization training on any unique characteristics/hazards/materials for assigned aircraft (i.e., F-16 EPU, hydrazine, aircraft composite material etc.).
 - 8.1.4. Are trained and understand proper use of PPE as determined by technical data and the base Bioenvironmental Engineer.
 - 8.1.5. Participate in annual training exercises. The CRTC will coordinate with the 482 FW Hydrazine Response Team before exercises for all potential crash scenarios. Training will be tracked in the Maintenance Information System (MIS) and documented in the crash recovery continuity book.
 - 8.1.6. Are provided initial and recurring (annual) crash recovery training IAW AFI 21-101, Chapter 11.
 - 8.1.7. Perform recovery exercises at least annually IAW AFI 21-101, chapter 11 by coordinating with the Installation Exercise Program 482d Logistics Readiness Squadron/Plans (482 LRS/LGRR).

9. Special qualifications for personnel.

- 9.1. The CRTC will ensure:

9.1.1. Individual team member qualifications for specific equipment operations (i.e., lift bags, recovery truck, tow vehicle, etc.) are identified and documented in Training Business Area (TBA).

9.1.2. Vehicle operators possess a valid AF Form 2293, *United States Air Force Motor Vehicle Operator Identification Card*, and AF Form 483, *Certificate of Competency* for flight line driving before using vehicles.

10. CDDAR Support for Geographically Separated Units (GSU).

10.1. The CDDAR Host unit will not support Geographically Separated Units.

DAVID A. PIFFARERIO, Colonel, USAF
Commander, 482d Fighter Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 21-101, (AFGM) Aircraft and Equipment Maintenance Management, 31 May 2018

AFI 21-101, AFRC Sup 1 *Aircraft and Equipment Maintenance Management*, 24 Aug 2015

AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*, 16 Dec 2016

AFI 21-103 AFRC Sup, *Equipment Inventory, Status, and Utilization Reporting*, 26 Jan 2018

AFI 48-145, *Occupational and Environmental Health Program*, 11 Jul 2018

AFI 10-2501, (AFGM) *Air Force Emergency Management Program*, 26 Sep 2018

AFMAN 10-2502, *Air Force Incident Management System (AFIMS) Standards and Procedures*, 13 Sep 2018

AFMAN 33-363, (AFGM) *Management of Records*, 30 May 2018

IEMP 10-2, *Homestead ARB Installation Emergency Management Plan 10-2*, 12 Jun 2017

TO 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual*, 20 Mar 2015

TO 00-105E-9, *Aerospace Emergency Rescue and Mishap Response Information*, Change 4, Revision 16, 16 Apr 2018

<https://afrims.cce.af.mil/afrims/rims.cfm>

Adopted Forms

AF Form 673, *Air Force Publication/Form Action Request*

AF Form 847, *Recommendation for Change of Publication*

AF Form 2293, *US Air Force Motor Vehicle Operator Identification Card*

AF Form 483, *Certificate of Competency*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFIMS—Air Force Incident Management System

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

AFRC—Air Force Reserve Command

AGE—Aerospace Ground Equipment

AMXS—Aircraft Maintenance Squadron

BCE—Base Civil Engineering

BOS—Base Operations and Support Services

CC—Commander
CBP—Customs and Border Protection
CDDAR—Crashed, Damaged, or Disabled Aircraft Recovery
CEMP—Comprehensive Emergency Management Plan
CG—Center of Gravity
CP—Command Post
CRT—Crash Recovery Team
CRTC—Crash Recovery Team Chief
CRTM—Crash Recovery Team Member
DOD—Department of Defense
ECP—Entry Control Point
EOC—Emergency Operations Center
EOD—Explosive Ordnance Disposal
EPU—Emergency Power Unit
FSS—Force Support Squadron
FW—Fighter Wing
HARB—Homestead Air Reserve Base
IAW—In Accordance With
IC—Incident Commander
IEMP—Installation Emergency Management Plan
IMDS—Integrated Maintenance Data System
MIS—Maintenance Information System
MOC—Maintenance Operations Center
MSG—Mission Support Group
MXG—Maintenance Group
MXS—Maintenance Squadron
OPR—Office of Primary Responsibility
OPREP—Operational Preparation Plan
PPE—Personnel Protection Equipment
QA—Quality Assurance
RDS—Records Disposition Schedule
SOW—Statement of Work

SUP—Supplement

TA—Transient Alert

TBA—Training Business Area

TO—Technical Order