BY ORDER OF THE
JOINT BASE CHARLESTON
COMMANDER (AMC)

JOINT BASE CHARLESTON
INSTRUCTION

13-204

24 FEBRUARY 2025

NUCLEAR, SPACE, MISSILE,
COMMAND AND CONTROL

AIRFIELD OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements Air Force Manual (AFMAN) 13-204v1-4. It provides guidance and procedures on local flying operations at JB Charleston and North Auxiliary Airfields. It applies to individuals at all levels within the 437th Airlift Wing (AW), 628th Air Base Wing (ABW), 315 AW and transient aircrews involved with flying operations and/or support. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual AFI 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of primary responsibility (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. This publication may not be supplemented or further implemented/extended. Requests for waivers must be submitted to the OPR listed above for consideration and approval. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

1. ADMINISTRATIVE GUIDANCE.

1.1. General.

1.1.1. This instruction prescribes local procedures and policies concerning aircraft and airfield operations at Joint Base Charleston (KCHS) and North Auxiliary Airfield (KXNO). Content within this publication does not supersede United States Air Force, Air Mobility Command (AMC), or Federal Aviation Administration (FAA) directives. Deviation from this instruction is authorized only in emergencies where adherence would jeopardize safe aircraft or vehicular operation.

1.2. Scope.

1.2.1. This instruction applies to all attached, tenant and transient flying units and other tasked units at KCHS. Unit commanders shall ensure transient aircrews under their jurisdiction are familiar and comply with the provisions of this document.

1.3. Roles and Responsibilities.

1.3.1. This instruction applies to all attached, tenant and transient flying units and other tasked units at KCHS. Unit commanders shall ensure transient aircrews under their jurisdiction are familiar and comply with the provisions of this document.

1.3.2. The AM Office shall:

1.3.2.1. Serve as the point of contact (POC) for all matters concerning the content of this publication.

1.3.2.2. Serve as subject matter experts (SME) on the content of this publication.

1.3.2.3. Maintain hard copy and digital copies of this publication.

1.3.2.4. Enforce all operational standards outlined in this publication.

1.4. Revisions.

1.4.1. This instruction will be reviewed annually.

1.4.2. Recommendations for revisions should be sent to the Airfield Operations Flight Commander (AOF/CC) or the AM Office for appropriate handling and consideration.

2. GENERAL INFORMATION

2.1. Runways.

2.1.1. Runway 15/33 is 150 feet wide and 9,001 feet long. The surface is grooved concrete with a bi-directional BAK-12H arresting gear on each end and 25-foot load bearing paved asphalt shoulders. There are 1,000-foot overruns on both ends with raised approach lights embedded. Runway 15/33 is the primary instrument runway.

2.1.2. Runway 03/21 is 150 feet wide and 7,000 feet long. The surface is grooved concrete with 25 foot paved load bearing asphalt shoulders. The overrun for Runway 03 is 800 feet long. The overrun for Runway 21 is 1000 feet long. There are no arresting cables on this runway. Note: Runway contains non-standard Landing Zone box marking.

2.1.3. See **Attachment 2** for airfield diagram.

2.2. **Intersection Departures.** (See **Figure 2.1**.)

2.2.1. Intersection Departures Runway 15/33

2.2.1.1. Runway 15 at Taxiway Echo, 6,950 feet remaining.

2.2.1.2. Runway 15 at Taxiway Juliet, 5,000 feet remaining.

2.2.1.3. Runway 15 at the 03/21 runway intersection, 3,000 feet remaining.

2.2.1.4. Runway 15 at Taxiway Alpha, 1,875 feet remaining.

2.2.1.5. Runway 15 at Taxiway Fox-Trot, 1,750 feet remaining.

2.2.1.6. Runway 33 at Taxiway Alpha, 7,125 feet remaining.

2.2.1.7. Runway 33 at Taxiway Foxtrot, 7,335 feet remaining.

2.2.1.8. Runway 33 at the runway intersection, 6,000 feet remaining.

2.2.1.9. Runway 33 at Taxiway Juliet, 4,000 feet remaining.

2.2.1.10. Runway 33 at Taxiway Echo, 2,050 feet remaining.

2.2.2. Intersection Departures Runway 03/21.

2.2.2.1. Runway 03 at Taxiway Hotel, 3,700 feet remaining.

2.2.2.2. Runway 03 at Taxiway Foxtrot, 2,200 feet remaining.

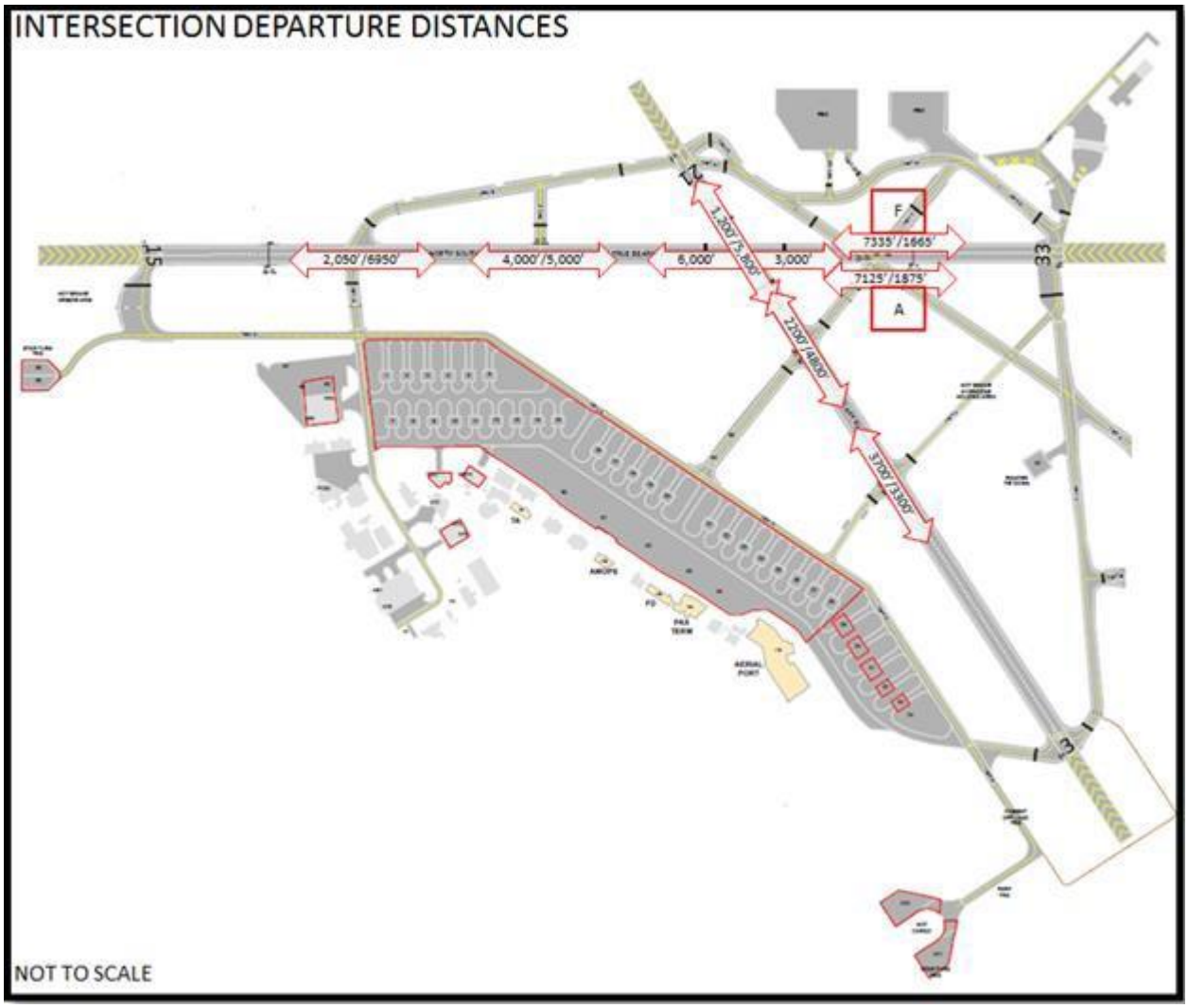
2.2.2.3. Runway 03 at the runway 15/33 intersection, 1,200 feet remaining.

2.2.2.4. Runway 21 at the runway intersection 5,800 feet remaining.

2.2.2.5. Runway 21 at Taxiway Foxtrot, 4,800 feet remaining.

2.2.2.6. Runway 21 at Taxiway Hotel, 3,300 feet remaining.

Figure 2.1. Intersection Departure Distances.



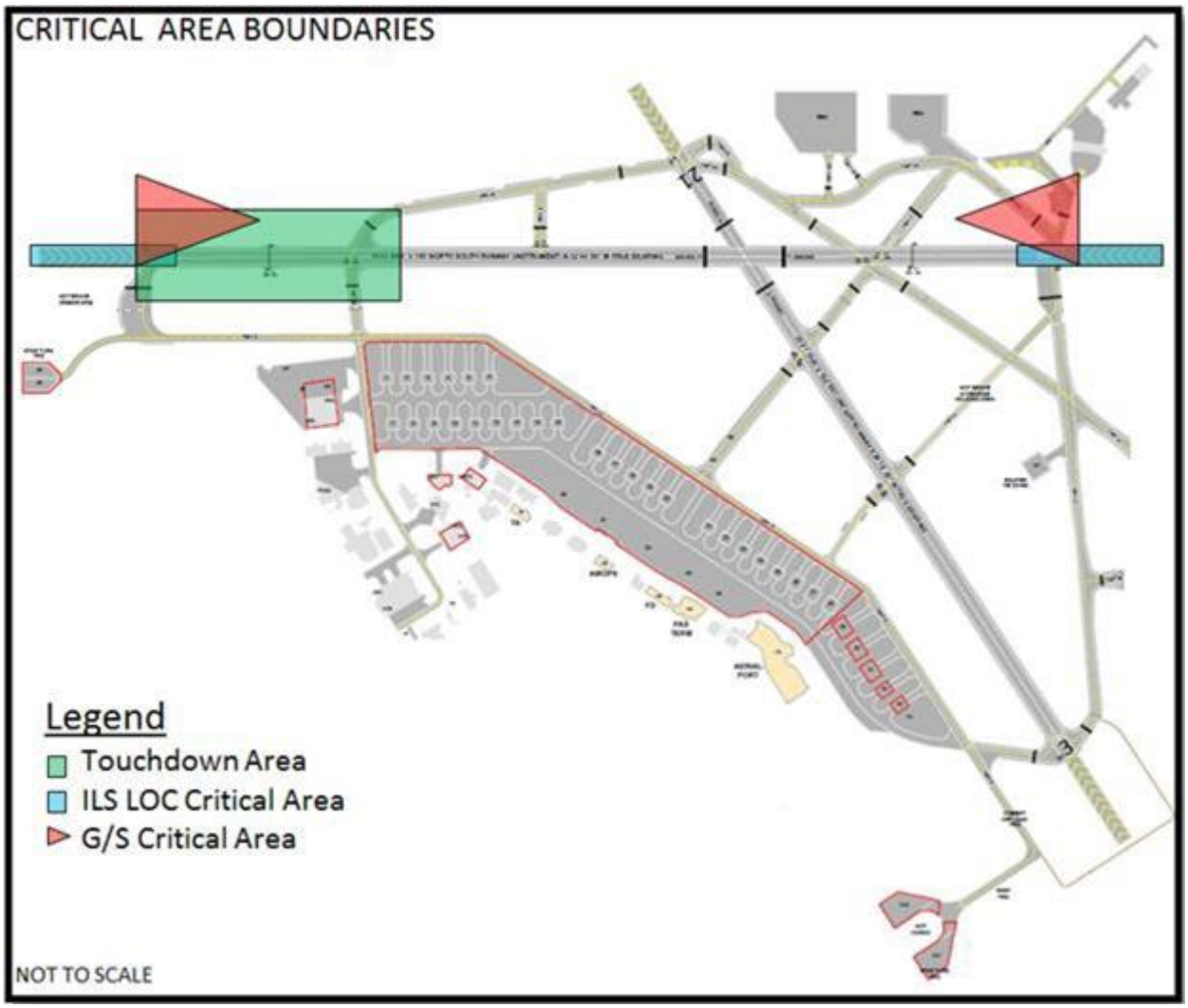
2.3. **Charleston Precision Approach Critical Areas.** (localizer, glide slope, Category (CAT) II touchdown areas). See **Figure 2.2**.

2.3.1. Aircraft and vehicle access to the Instrument Landing System (ILS) critical areas must be controlled to ensure the integrity of ILS course signals when conditions are less than a reported ceiling of 800 feet and/or visibility less than 2 miles.

2.3.2. Aircraft and vehicles are not authorized to operate in the critical area when an arriving aircraft is inside the ILS outer marker (OM) or the fix used in lieu of the OM unless the arriving aircraft has reported the runway in sight or is circling to land on another runway.

2.3.3. Specific procedures are outlined in **paragraph 2.28**.

Figure 2.2. Critical Area Boundaries.



2.4. **Runway Selection Procedures.**

2.4.1. When the winds are 5 knots or greater, Charleston Air Traffic Control Tower (CATCT) personnel will designate the active runway as the one most nearly aligned with the winds.

2.4.2. When the winds are less than 5 knots, the "calm wind" runway may be any runway depending on pilot request.

2.4.3. Pilots may request the use of a specific runway for operational requirements. The control tower will advise the aircrew if able to comply with the request.

2.4.4. Per Letter of Agreement (LOA), CATCT personnel will advise AM of all runway changes.

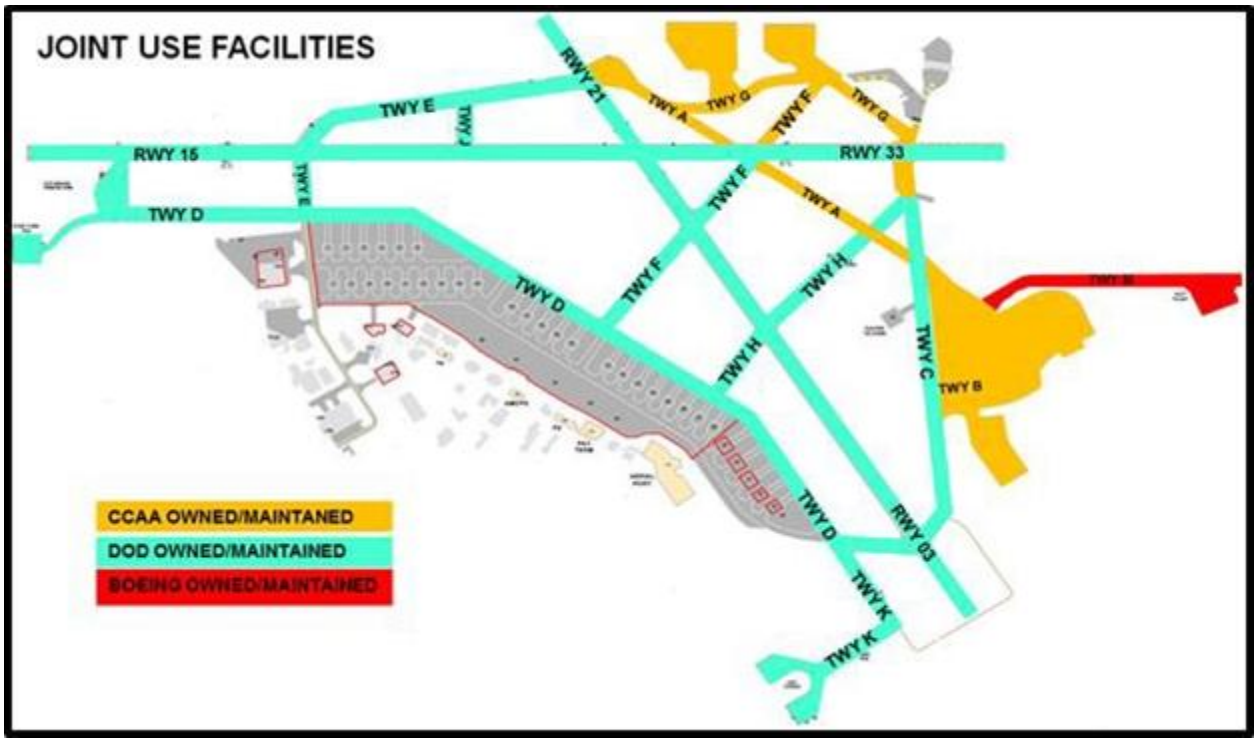
2.4.5. AM will advise the 628 ABW Command Post (CP) of runway changes and post current runway information on the airfield status board.

2.5. **Taxiways.**

2.5.1. All taxiways are 75 feet wide and constructed of concrete.

2.5.2. All of the taxiways are owned/maintained by the USAF with the following exceptions: (See **Figure 2.3**.)

Figure 2.3. Joint Use Facilities.



2.5.2.1. Taxiways Alpha, Alpha 1, Bravo, Foxtrot east of runway 15/33, Golf, Golf 1, and Golf 2 are owned and maintained by the Charleston County Aviation Authority (CCAA).

2.5.2.2. Taxiway Mike is owned by Boeing.

2.5.3. Maintenance of taxiways includes all pavements, associated lighting, signs, and airfield markings.

2.6. **Control of Ground Traffic in the Controlled Movement Area (CMA).**

2.6.1. CATCT is responsible for providing Air Traffic Control (ATC) service to aircraft, vehicles and/or pedestrians on the CMA. The CMA is defined as the area on or within 100 feet of runways and runway overruns, within the runway clear zones and ILS critical areas and all taxiways except Taxiways Delta, Kilo, Lima and Mike. The non-CMA areas are defined as the entire military parking ramp, international airport parking ramp and cargo ramp, and the fixed base operations parking ramps. The non- movement areas are not controlled by ATC.

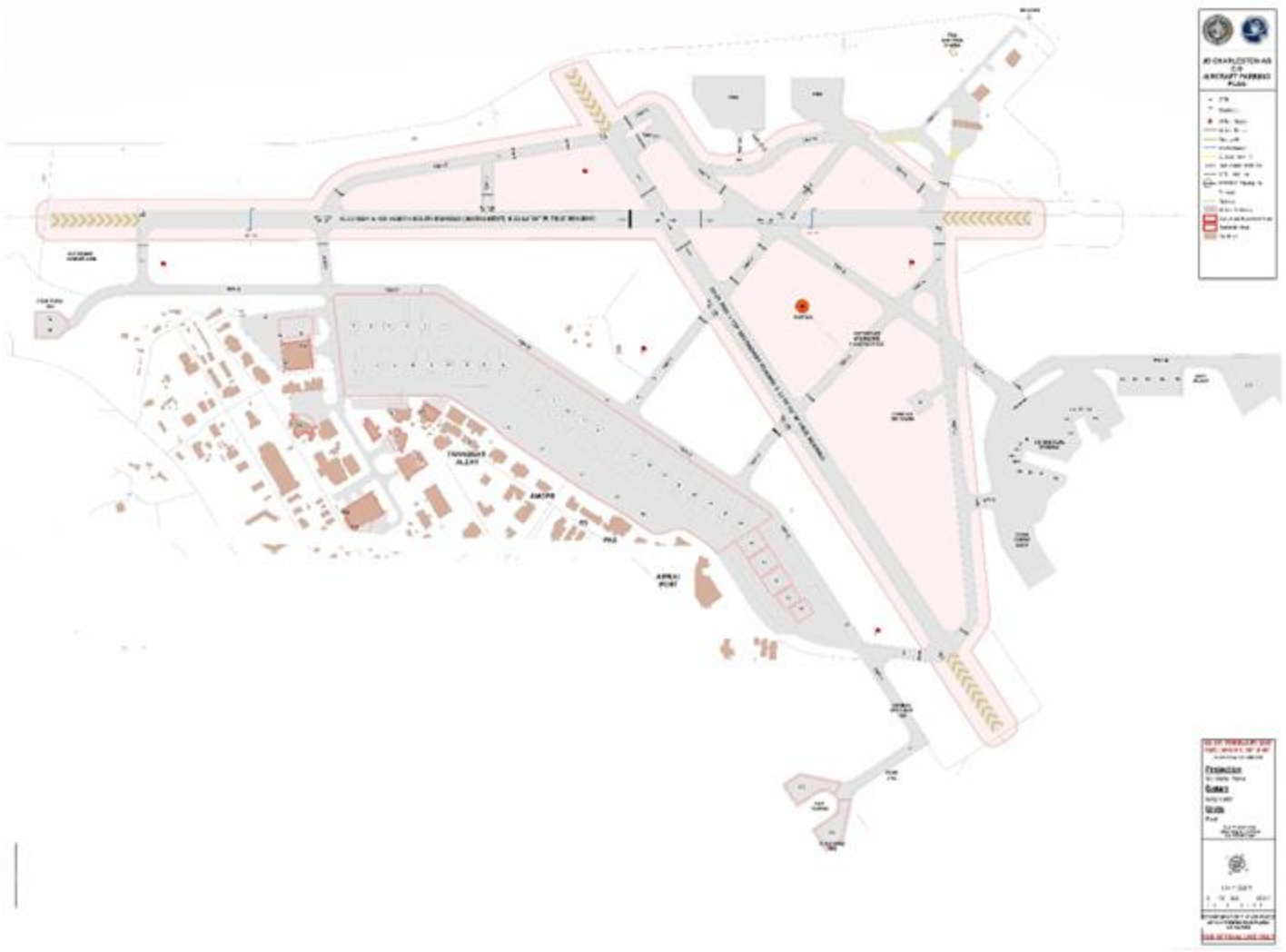
2.6.2. Ground operators within the CMA must establish and maintain two-way radio communications with the CATCT. (See **Figure 2.4**.). In the event of loss of radio contact with CATCT vehicle operators will immediately exit the CMA, and re-establish radio

communication with CATCT. Upon request from CATCT Airfield Management will respond to non-responsive vehicles within the CMA.

2.6.3. No vehicle or person may enter the CMA without specific approval from CATCT. Vehicles and/or pedestrians may be escorted into the CMA by another vehicle and/or pedestrian that has two-way radio contact with the CATCT.

2.6.4. Vehicle control procedures are further detailed in AFI 13-213_AMCSUP_ JBCHARLESTONSUP, *Airfield Driving*.

Figure 2.4. Controlled Movement Area.



2.7. **Airfield Lighting Systems.**

2.7.1. Runway 03 is equipped with the following airfield lighting systems:

2.7.1.1. High Intensity Runway Lights (HIRL).

2.7.1.2. Runway End Identifier Lights (REIL).

2.7.1.3. Precision Approach Path Indicator (PAPI).

2.7.1.4. There is no approach lighting system associated with this runway.

2.7.2. Runway 21 is equipped with the following airfield lighting systems:

2.7.2.1. HIRL.

2.7.2.2. REIL.

2.7.2.3. PAPI.

2.7.2.4. There is no approach lighting system associated with this runway.

2.7.3. Runway 15 is equipped with the following airfield lighting systems:

2.7.3.1. Approach Lighting System (ALS) with Sequenced Flashing Lights. (ALSF-2) Note: RWY 15 Approach Lighting System operates as a Simplified Short Approach Lighting System (SSALR) during Visual Meteorological Conditions (VMC).

2.7.3.2. Touchdown Zone Lighting (TDZL).

2.7.3.3. Centerline Lights (CL).

2.7.3.4. HIRL.

2.7.3.5. PAPI.

2.7.4. Runway 33 is equipped with the following airfield lighting systems.

2.7.4.1. Medium-Intensity Approach Light System with Runway Alignment Indicator Lights (MALSR).

2.7.4.2. Centerline Lights.

2.7.4.3. HIRL.

2.7.4.4. PAPI.

2.7.5. All taxiways are equipped with taxiway lights except for taxiway Delta between the Runway 15 end hammerhead and Spots 88/89. This area is equipped with blue reflective poles.

2.7.6. The 628th Civil Engineer Squadron Electric Shop (628 CES/CEOFE) is responsible for the daily inspection, maintenance, and upkeep of the following airfield lighting systems:

2.7.6.1. PAPI lights.

2.7.6.2. Distance remaining lights.

2.7.6.3. HIRL.

2.7.6.4. Centerline lights.

2.7.6.5. Touchdown lights.

2.7.6.6. The taxiway lights and signs on Taxiways Echo, Delta, Hotel, Kilo, Foxtrot (from Taxiway Delta to Runway 15/33), and Taxiway Charlie.

2.7.6.7. All the navigational signs, e.g., VHF Omnidirectional Range/Tactical Air Navigation (VORTAC) signs, elevation signs.

2.7.6.8. Airfield Beacon.

2.7.7. FAA is responsible for the following lighting systems and Navigation Aids:

2.7.7.1. Obstruction lights on all navigational and weather equipment.

2.7.7.2. Approach lights, threshold lights and sequence flashing lights for Runway 15/33.

2.7.7.3. Runway 21 REIL.

2.7.7.4. VORTAC.

2.7.7.5. ILS.

2.7.7.6. Weather Runway Visual Range markers.

2.7.8. CCAA is responsible for taxiway lights and guidance signs on Taxiways Alpha, Bravo, Golf, Foxtrot (from Taxiway Golf to Runway 15/33) and Mike. (See **figure 2.3**.)

2.7.9. The 628 CES Electric Shop will coordinate with AM daily on the operation of the airfield lighting system.

2.7.10. If CATCT loses power to the airfield lighting panel, 628 CES Electric Shop will be immediately notified and dispatched to the lighting vault to control the airfield lighting system until power can be restored to the tower.

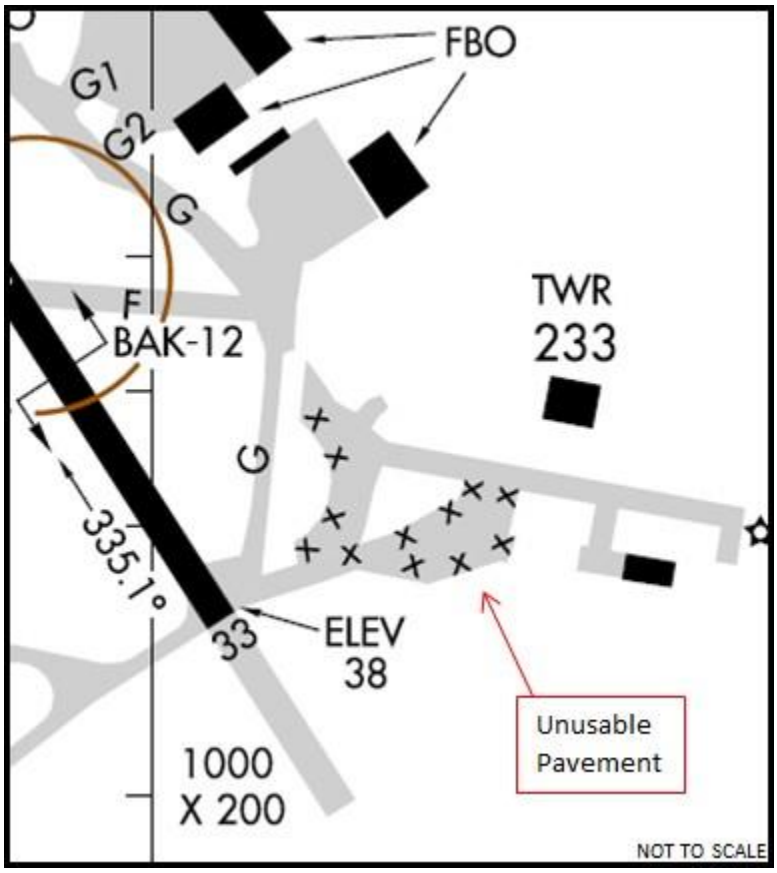
2.7.11. The 437 AW/CC is the waiver authority to allow the continued operation for the following lighting systems PAPI, REIL, TDZL and runway centerline lights during instances where the system is not fully functional. (Example: Rwy 15/33, AFMAN 13-204 v 1, when a minimum of 5% (8 lights) are out, the runway centerline lights are to be turned off and the CAT ILS will have a Notice to Airman (NOTAM) sent for being out of service. The waiver would allow the runway centerline lights to remain on. The CATII ILS would still be NOTAM'd out.)

2.7.12. See **Attachment 3** for allowable lighting outages.

2.8. **Permanently Closed/Unusable Portions of the Airfield.**

2.8.1. Unusable/permanently closed areas of the airfield are depicted in **figure 2.6**.

Figure 2.6. Permanently Closed Pavement.



2.9. **Aircraft Arresting Systems.**

2.9.1. Runway 15/33, BAK-12H arresting gear, (bi-directional) one at each runway end.

2.9.2. Runway 15, the barrier is located 1,260 feet from approach end.

2.9.3. Runway 33, the barrier is located 1,450 feet from approach end.

2.9.4. To ensure consistency and clarity in reporting the arresting gear status, the following terms will be used:

2.9.4.1. "Out of service" indicates that the arresting gear is not functional and cannot be used.

2.9.4.2. "Operational" indicates that the arresting gear is fully functional, but does not mean that the gear is configured or ready for engagement.

2.9.4.3. "Positioned" indicates that the arresting gear is raised and ready for an engagement.

2.9.4.4. The individual arresting gear will be identified as either the "(Runway in use) approach end barrier" or as the "(Runway in use) departure end barrier."

2.9.5. Daily Inspections:

2.9.5.1. The 628 CES Power Production/Barrier Maintenance Shop will notify AM daily of arresting gear status.

2.9.5.2. AM will issue an appropriate NOTAM when notified by 628 CES Power Production/Barrier Maintenance Shop or Fire Department that an arresting system is out of service.

2.9.6. Annual Certification:

2.9.6.1. CES Power Production/Barrier Maintenance Shop will notify AM a minimum of 30 days prior to either arresting gear systems needing annual certification or periodic maintenance that requires the system to be removed from service or aircraft engagement.

2.9.6.2. AM will coordinate arrangements for an aircraft to conduct the certification test.

2.10. **Parking Plan/Restrictions.**

2.10.1. The Airfield Manager (AFM) will serve as the point of contact for development of the aircraft parking plan. The AFM will coordinate with the Maintenance Group to establish or update parking plan requirements as needed.

2.10.2. The parking plan will be reviewed annually, and changes/corrections will be presented to the Airfield Operations Board (AOB) for awareness.

2.10.3. The utilization of designated aircraft parking areas will normally be controlled by 437 Maintenance Operations Center (MOC). If the CP duty controller or Airfield Management Operations (AMOPS) supervisor deems that operational considerations require a different parking location than designated by MOC, the Cp duty controller or duty officer will so advise MOC.

2.10.4. Transient Aircraft Parking Plan. (See **attachment 4**)

2.10.4.1. The transient aircraft ramps are designated as the area from spots 29 to 34, spots 60 to 64, spots 88 and 89.

2.10.4.2. The wing tip clearance for transient aircraft on the transient ramp is 25 feet.

2.10.4.3. The wing tip clearance for KC-135, KC-46 and KC-10 is 50 feet.

2.10.4.4. AV-8 aircraft may be parked on any spot; however maintenance runs and Vertical Take-off and Landing operations will only be accomplished on concrete portions of the airfield.

2.10.4.5. Utilization of other areas, i.e., taxiways and runways will be controlled by the AFM.

2.10.5. Normal Use Parking Plan. See **attachment 4**

2.10.5.1. Spot 1-33, aircraft with wing spans up to and including 171 feet, (e.g., C-17, E- 3A, C-130, and C-9).

2.11.5.2. Spot 34, C-9 and C-130.

2.11.5.3. Spots 41, 42, 88 and 89, aircraft with wing spans over 240 feet, (C-5, AN-124).

2.11.5.4. Spot 43 aircraft with wing spans up to and including 171 feet.

2.11.5.5. Spots 60, 61, 62, and 63, aircraft with wing spans up to and including 223 feet. **Note: Spot 62 is the distinguish visitor parking spot.**

2.11.5.6. Spot 64, aircraft with wing span up to and including 212 feet, (B-747).

2.11.5.7. Overflow Parking will be coordinated between MOC and AM. Spots 43, 65, 66, and 88/89 are overflow parking spots. Note: Only one aircraft at time is to be parked on Spots 65 or 66. Exception: helicopters or fighter/trainer type aircraft maybe parked on both spots at the same time.

2.11.5.8. There is not sufficient wingtip clearance to park AN-124s in adjacent parking spots.

2.11.6. Air Traffic Control Facilities.

2.11.6.1. Charleston Air Traffic Control facilities operate 24 hours a day, 7 days a week and is controlled by the FAA.

2.11.6.2. Airspace.

2.11.6.2.1. Charleston's Class "C" airspace is the airspace extending upward from the surface to and including 4,000 feet Mean Sea Level (MSL) within a 5 nautical mile radius of Charleston Airfield/International Airport and the airspace extending upward from 1,200 feet MSL to and including 4,000 feet MSL within a 10 nautical mile radius of Charleston Airfield/International Airport.

2.11.6.2.2. Charleston Approach Airspace. Charleston Approach Airspace consists of airspace within approximately a 40 nautical mile radius of Charleston VORTAC and surface to 10,000 feet above ground level (AGL).

2.12. **Local Radio Frequencies.**

2.12.1. Charleston Tower – 126.0, 239.0.

2.12.2. Ground Control – 121.9, 348.6.

2.12.3. Departure Control - (heading 151o - 330o) 120.7, 306.925, (heading 331o - 150o) 135.8, 379.925.

2.12.4. Clearance Delivery – 127.325, 291.65.

2.13.5. Approach Control 119.3 (heading 151o - 330o) 120.7, 306.925, 317.45 (heading 331o - 150o) 135.8, 257.1, 284.0.

2.13.6. Universal Communications (UNICOM) – 122.95

2.13.7. Air Traffic Information System (ATIS) – 124.75.

2.13.8. Pilot to Dispatch – 372.2.

2.13.9. Command Post – 134.1, 349.4.

2.13.10. Flight Service Station – 122.1, 122.2, 122.5, 255.4.

2.13.11. MOC Maintenance – 349.4

2.13.12. **Radar Airfield Weather Systems (RAWS) and Preventive Maintenance Inspection (PMI) Program.**

2.13.12.1. Charleston Navigational Aids (NAVAID) are managed and maintained by the FAA. The PMI program has numerous activities that are required at various periodic intervals, most of which do not involve equipment being removed from service.

2.13.12.2. Charleston NAVAIDs consist of VORTAC and ILS facilities. The ILS and VHF Omnidirectional Range (VOR) have both generator and battery back-up capability. The ALS and MALSR have generator back-up.

2.14. **Transient Alert Service.**

2.14.1. Charleston transient alert operates 24/7 by contractor support under the oversight of 437th Maintenance Group (MXG) and 628th Contracting Squadron (CONS).

2.14.2. Jet Aircraft Starting Units available are MD-3M, MA-1A, M32A-60 and M32A-60A.

2.14.3. Fuels available:

2.14.3.1. Jet A++ is available on the military ramp.

2.14.3.2. Jet A and Jet A+ are available on the Fixed-Base Operator (FBO) via "Into-Plane" contract with Mercury Air Center-Charleston.

2.14.3.3. Grade 100 Gasoline (Green) and JetA1+ are available on the FBO ramps. No contract is in place for these fuels and local purchase procedures must be followed.

2.14.4. Routine Spectrometric Oil Analysis Program samples are not available.

2.14.5. Single Point (SP) Refueling is available.

2.14.6. Air compressors rated at 3,000 Pounds per Square Inch (PSI or PRESAIR) are available.

2.14.7. Low and High Pressure Oxygen and Liquid Oxygen servicing available.

2.14.8. Oils Available:

2.14.8.1. O128 – 1100 (Dispersant) Reciprocating Engine Oil (MIL-L-22851 Type II).

2.14.8.2. O133 – 1010 Jet Engine Oil (MIL-L-6081).

2.14.8.3. O148 - MIL-L-7808 (Synthetic Base)Turbine Engine Oil.

2.14.8.4. Non-detergent oil not available for piston engine aircraft.

2.14.9. Lavatory service provided through Air Terminal Operations Center (ATOC). Available upon request through the MOC.

2.14.10. The military provides no services or security for aircraft parked at the Fixed Base Operation's or commercial ramps.

2.15. **Automatic Terminal Information Service (ATIS).** CATCT operators broadcast ATIS information IAW FAA Order 7110.65, *Air Traffic Control*, Chapter 2, Section 9, ATIS Procedures.

2.16. **Aircraft Special Operations Areas/Ramps.**

2.16.1. Arm/De-Arm Hung Ordnance Areas.

2.16.1.1. Spot 43 and Spots 88/89 are designated Arm/De-Arm, Hung Ordnance Areas.

2.16.1.1.1. At Spot 43, forward firing ordinance will be pointed south between Runway 03 and civilian terminal to present least amount of hazard.

2.16.1.1.2. At Spot 88/89, forward firing ordnance will be pointed towards the approach of Runway 03; between CCAA cargo ramp and the end of Runway 03.

2.16.1.1.3. The primary parking location for armed aircraft is spot 41/42, pointed towards the trees.

2.16.1.1.4. At no time will the aircraft be pointed towards the 2100 area or the civilian terminal.

2.16.1.1.5. Loading or unloading of weapons is not authorized except with 437 AW/CC approval.

2.16.2. Engine Run-up Areas.

2.16.2.1. Idle engine operation (forward and reverse) may be accomplished on any parking spot.

2.16.2.2. Reverse power operation may be accomplished on any parking spot, except rows 60-64.

2.16.2.3. Forward power operation may be accomplished on spots 20 – 26, 28, 30-33, Delta 1, Delta 2, Delta 3, Delta 4, and Kilo 1.

2.16.2.4. See 2.25 for engine run procedures.

2.16.3. Forward Area Refueling Point (FARP) Operations.

2.16.3.1. The designated FARP location is taxiway Kilo at the intersection of parking spots 41 & 42. See **figure 2.7**. Spots 88 and 89 and be used as an alternate location. All site surveys must be current and completed in accordance with AFI 11-235, *Specialized Fueling Operations*.

2.16.3.2. For any other location, a current FARP site survey must be on file with AM for the area to be utilized.

2.16.3.3. A memorandum of agreement between the 437 AW and the operator must be on file with AM prior to FARP operation.

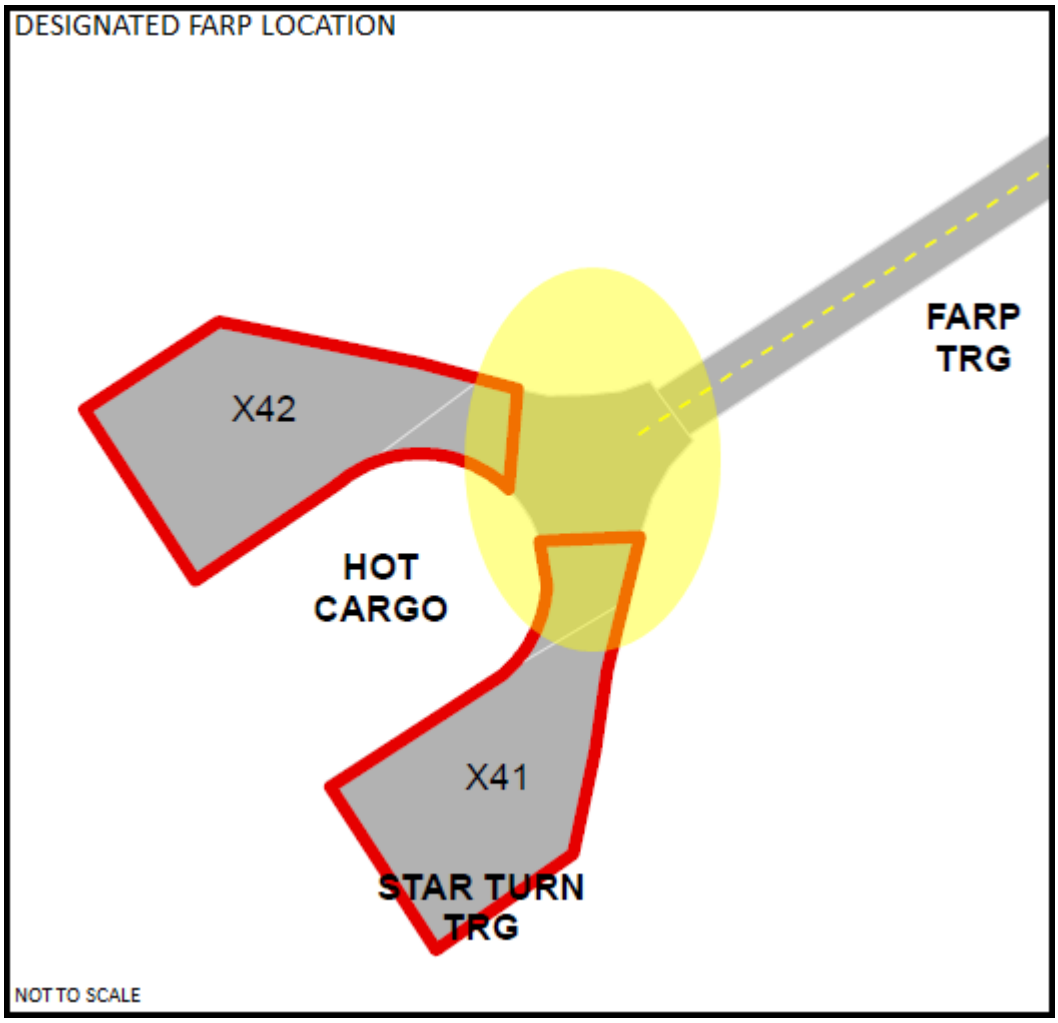
2.16.3.4. FARP operations are scheduled through the 437th Operational Support Squadron (OSS/OSO) Current Operations section.

2.16.3.4.1. Current Operations will coordinate with the 437th Aerial Port Squadron (APS), CEF, AM, and MOC.

2.16.3.4.1.1. Twenty-four (24) hours prior to FARP operations, AM will notify 628th Security Forces Squadron (SFS), CATCT, and CP.

2.16.3.5. The aircraft commander will notify AM upon initiation/termination of FARP operations. AM will notify 628 SFS, CATCT, and CP.

Figure 2.7. FARP Location.



2.16.4. C-17 Combat Off-Load Training.

2.16.4.1. Taxiway Kilo and the north end of Taxiway Delta are designated combat off-load training areas. See **figure 2.8**.

2.16.4.2. Crews will relay their intentions for combat offload training to CP at least 15 minutes prior to the event.

2.16.4.2.1. CP will notify AM of intended combat off-load operations.

2.16.4.2.1.1. AM will notify the CATCT supervisor of intended operations.

2.16.4.2.1.2. AM will send a local NOTAM closing the affected location and notify MOC, ATOC, and 628 SFS.

2.16.4.3. Crews conducting combat off-loads on taxiway Kilo will ensure pallets land prior to Taxiway D.

2.16.4.4. Crews conducting combat off-load operations on the north end of Taxiway Delta will back the aircraft far enough into the small taxiway leading to parking spots

88 and 89 to ensure the platforms will land before the main holding area for runway 15.

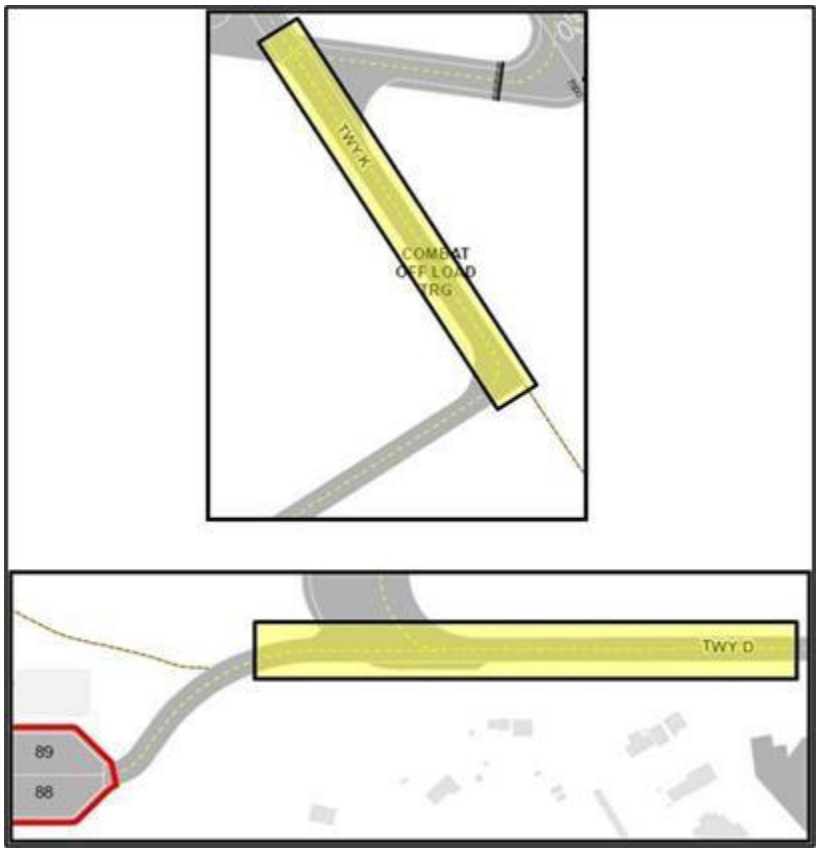
2.16.4.5. Combat off-load pallets must be picked up immediately after offload operations are concluded. Crews will call Command Post immediately after the combat off-load is complete to confirm that aerial port is aware that the pallets have been offloaded and the location where the offload was accomplished.

2.16.4.6. CP will notify AM upon completion of Combat off-load operations.

2.16.4.6.1. AM will respond to the combat off-load location and ensure that the off- load pallet has been removed from the taxiway.

2.16.4.6.2. AM will cancel the local NOTAM and notify MOC, ATOC, and 628 SFS.

Figure 2.8. Combat Off-load Locations.



2.17. **Night Vision Device (NVD) Operations.**

2.17.1. NVD operations at KCHS are restricted to ground operations on Taxiway K or the hot cargo area. NVD approaches or pattern work are not authorized. NVD taxiing is not authorized outside of Taxiway K.

2.17.2. Scheduling.

2.17.2.1. Missions requiring NVD operations must be coordinated by Aircrew through AM when submitting flight plan. NVD ops may not be available if Taxiway K or hot cargo area is in use.

2.17.2.2. Indicate “KCHS NVD operations at (time Z)” in the Remarks section of the DD 175.

2.17.2.3. AM will advise CATCT of anticipated NVD operations times.

2.17.3. Notification/coordination requirements.

2.17.3.1. Contact AM and CATCT to request Taxiway K lights to be turned off.

2.17.3.2. One crew member will monitor command post at all times during ground operations.

2.17.3.3. Crew will terminate operations with AM and CATCT.

2.17.4. There are no weather or lunar illumination requirements.

2.17.5. When in use for NVD ops, Taxiway K/hot cargo area will be NOTAM’d closed for non-participating aircraft/vehicles.

2.17.6. In the event of an emergency or observed unsafe condition, aircrew will call for “lights on” from CATCT.

2.17.7. Due to the limited ground only NVD operations, there are no specified CATCT cab lighting requirements.

2.17.8. Aircraft lighting will be IAW AFI 11-2C-17V3. Vehicle lighting will be IAW AFI 13-213_AMCSUP_JBCHARLESTONSUP, *Airfield Driving*.

2.18. **Aircraft Towing Procedures.**

2.18.1. All aircraft tow operations will be conducted IAW the applicable Technical Order (TO) and Instructions.

2.18.2. The MOC will coordinate with AM and 628 SFS prior to towing any aircraft on the military ramp.

2.18.2.1. MOC will pass the tail number, present location, route and intended destination of the aircraft.

2.18.2.2. AM will coordinate the use of taxiway Delta with CATCT as required in order to de-conflict aircraft taxi operations. At no time will an aircraft be towed onto taxiway Delta until the coordination with CATCT is complete. NOTE: All tows on military ramp are worked with AM and 628 SFS.

2.18.3. MOC will notify AM and 628 SFS once the tow is complete.

2.19. **Aircraft Taxiing Requirements.**

2.19.1. See **paragraph 2.6.1** of this instruction for definitions/descriptions of controlled and uncontrolled movement areas.

2.19.2. Military aircrews and ground personnel (e.g., aircraft maintenance crews, vehicle operators, tow teams and pedestrians, etc.) retain responsibility for safe operations while

operating on the non-CMA/non-movement areas of the airfield. Primary responsibility for the safe conduct of tows/engine runs belongs to the aircrew/maintenance crew.

2.19.3. Exception to Taxiway Delta non-movement guidance. When used for civil aircraft operations, CATCT will monitor aircraft movements on Delta between Runway 15 and Taxiway Echo.

2.19.4. C-5, B747 and AN-124 aircraft are requested to taxi with outboard engines at idle to prevent damage to the airfield signs.

2.19.5. Aircraft exceeding the weight bearing capacities (published in the Airfield Suitability Report) of the taxiways must contact AM for a waiver.

2.19.6. Civilian carriers, general aviation and military aero club aircraft are not allowed in the military parking area and parking spots without prior coordination with the Airfield Manager.

2.19.7. CATCT will immediately activate the primary crash phone to issue a warning of an unauthorized aircraft entering the military parking ramp when an aircraft fails to obey taxi instructions for DO NOT ENTER military ramp.

2.19.8. CATCT will instruct all transient aircraft coming to the military ramp to hold short of Taxiway Delta and wait for the FOLLOW-ME vehicle to lead the aircraft to parking.

2.19.9. Engine Running Crew Changes. The aircraft will taxi from Taxiway Delta between parking Spots 20 and 21, turn right onto the inter-taxiway (heading north) and stop on the inner taxiway between Spots 19 and 20.

2.19.10. Only B-737 or smaller aircraft are allowed to make 180 degree turns on Runway 15/33 and 03/21.

2.19.11. B-52 aircraft restricted from operating out of Charleston Airfield.

2.20. **Airfield Maintenance.**

2.20.1. All airfield maintenance will be coordinated through AM.

2.20.2. Scheduled Runway Maintenance.

2.20.2.1. KCHS Runway 03/21 is normally closed 0830L-1700L the second Thursday of each month.

2.20.2.2. KCHS Runway 15/33 is normally closed 0830L-1700L the last Thursday of each month.

2.20.3. Airfield Sweeper Operations.

2.20.3.1. AM is the central point of control for airfield sweeper operations.

2.20.3.2. The sweeper operator will report to AM prior to starting scheduled sweeping operations for any additional instructions or request.

2.20.3.3. The airfield sweeper schedule includes but is not limited to the following: 2.21.3.3.1. Runways will be swept during runway closure periods.

2.20.3.3.1. Monday - Friday, prior to 1200L: Taxiway Delta from Runway 03 to Runway 15, Taxiways Echo, Foxtrot, and Hotel.

2.20.3.3.2. Monday– Friday, 0730-1630L: Primary C-17A parking apron, taxiway into the blast fence pad, and ramp area North of Hangar 700.

2.20.3.3.3. Tuesday and Thursday, 0730-1630L: Taxiways Alpha, Charlie, Kilo, Hot Cargo pads 41,42, Spots 43 and the 2000 area ramp adjacent to the alert hanger.

2.21.3.3.4. Friday, 0730-1630L: Aircraft maintenance areas and the fire lane road along the aircraft parking ramp.

2.20.3.3.5. Weekends, holidays and after duty hours the sweeper will be requested by AM through the Fire Department Control Center.

2.20.4. Airfield Grass/Weed Management.

2.20.4.1. The grounds maintenance contractor will notify AM each day of what area(s) the maintenance personnel and equipment will be operating in and around. Airfield Management will work with Wing Safety to establish Airfield Ground Maintenance priority grass cutting maps for KCHS and KXNO.

2.20.4.2. The grounds maintenance contractor will ensure all taxiways, ramps and runways are cleaned/swept of grass and rocks from the mowers prior to moving to another area.

2.20.4.3. Grass Height.

2.20.4.3.1. Infield grass, 7-14 inches.

2.20.4.3.2. Around light fixtures, in ditches and not more than 10 feet from the runway, taxiway and parking ramp edge, 4-6 inches.

2.20.4.4. AM will notify CATCT of any grass maintenance on the airfield to include location and number of pieces of equipment being used.

2.20.4.5. The 628 CES Entomology Shop will survey the airfield pavements monthly to determine the best course of action to eliminate weeds/grasses in pavement cracks.

2.20.4.6. Contractor vehicles, to include large tractor mowers, will be outfitted with flashing or steady burning yellow light (maximum 400 candelas) with 360 degrees azimuth horizontal coverage.

2.20.5. Airfield Rubber Removal/Painting

2.20.5.1. Airfield Rubber Removal/Painting is conducted through the existing Indefinite Delivery/Indefinite Quantity (IDIQ) contract through 628 CES/ 628 CE Engineering flight (CEN). 628 CES/CEN will ensure sufficient funds are programmed in the IDIQ contract for rubber removal and painting based on historical data and budget requirements.

2.20.5.2. AFM will request a runway friction test through 628 CES Operations Flight (CEO) IAW Engineering Technical Letter (ETL) 4-10, Standard Airfield Pavement Marking Schemes **para. 6.1**., Minimum Friction Survey Frequency, and **Table 1**., Friction Testing Frequency, or when runway markings are obscured. This test is typically conducted on a semi-annual basis (approximately March/October) in conjunction with the test at North Auxiliary Field (KXNO).

2.20.5.3. Based on the results of the friction test and available IDIQ funding, the AFM, in conjunction with 628 CES/CEN, will develop a rubber removal/painting plan for both KCHS and KXNO to include runway rubber removal, runway painting, and any other required airfield painting on taxiways, ramps, etc.

2.20.5.4. The 628 CES/CEN and AFM will coordinate with 628 CONS to ensure all required procedures are laid out in the rubber removal/painting contract.

2.20.5.5. AFM will conduct a pre-con and final inspection with 628 CES/CEN and contractor to ensure all rubber removal and painting is completed per UFC 3-260-01, *Airfield and Heliport Planning and Design* and applicable ETLs.

2.21. **Airfield Construction.**

2.21.1. All airfield construction projects and any construction project utilizing a crane on Charleston or North Auxiliary Airfields requires that an FAA Form 7460-1, Notice of Proposed Construction, be coordinated through 437 OSS/OSA. Note: FAA Form 7460-1 must be submitted to the FAA at least 45 days prior to the start of construction, in accordance with Federal Aviation Regulations (FAR), Part 77, subpart B.

2.21.2. Before and after completion of any major runway/taxiway/apron construction, exercises, change or addition to the flying mission, or changes affecting existing aircraft parking/taxi procedures 628 CES/CEN, 628/437 SE and AM will conduct an inspection of the operation with emphasis on flight/ground safety and airfield waiver impact.

2.21.3. All contractors operating on the airfield will either complete applicable Airfield Driving training (see JBC 13-213 Airfield Driving Sup) or be escorted by sponsoring agency. The 628 CONS, 628 CES/CEN or US Navy Construction are the project managers of airfield construction projects.

2.21.3.1. Project Managers will comply with the following guidance:

2.21.3.1.1. Ensure the contract states that the contractor must comply with UFC 3-260-1, **Attachment 15**; FAA Advisory Circular 150/5370-2 and Occupational Safety and Health Administration (OSHA) safety guidelines for construction on airfields.

2.21.3.1.2. Ensure the contract states at a minimum:

2.21.3.1.2.1. The area or areas to and from and on the construction site will be vacuum swept.

2.21.3.1.2.2. All contractors must check-in/check-out with the AM office each day prior to starting work and receive airfield driving training if needed.

2.21.3.1.2.3. Runway and taxiway barricades will be: low profile, painted reflective white and International Orange stripes, a minimum of two flashing amber-yellow or red lights attached to each barricade and two flags on staffs attached to the barricades; flags are to be at least 3 square feet, having a checkered pattern of white and International Orange with the squares at least 1 foot square on each side.

2.21.3.1.2.4. Runway closed barricades will be illuminated “X” type barricades positioned on the closed runway as directed by the AFM.

2.21.3.1.2.5. Contractor must check the barricades daily to ensure barricades are fully operational to include fully charged batteries, flags and lights are in good condition.

2.21.3.1.2.6. Contractor vehicles will be outfitted with flashing or steady burning yellow light (maximum 400 candelas) with 360 degrees azimuth horizontal coverage. The contractor equipment i.e., tractors, backhoes, and dump trucks on site or transiting the work site will use flags. The flags should be at least a 3 foot square having a checkered pattern of International Orange and white squares at least 1 foot on each side. The flags must be on a staff and visible from 360 degrees horizontal coverage.

2.21.3.1.2.7. Airfield perimeter gates will not be left open. The contractor must furnish a security bonded and security trained individual to monitor the airfield gate for contractor personnel and equipment entering and exiting the airfield going to and from the job site. The individual monitoring the gate must be able to identify contract personnel and contract inspection personnel to allow access to the airfield job site. The gate monitor must have two way communications with the 628 SFS Base Defense Operations Center (BDOC).

2.21.4. The 628 CES or US Navy Construction will:

2.21.4.1. Initiate and coordinate FAA Form 7460-1, Notice of Proposed Construction, and Airfield Construction Waiver.

2.21.4.2. Ensure all applicable personnel receive necessary airfield drivers training.

2.21.4.3. Oversee project for contract compliance.

2.21.4.4. Arrange escorts as required.

2.21.5. Airfield Management will:

2.21.5.1. Coordinate construction projects with affected on and off-base agencies (ex 437 MXG, CCAA, FAA).

2.21.5.2. Close appropriate runways, taxiways and ramps as necessary and issue appropriate NOTAMs.

2.21.5.3. Review the contractor Safety Plan in accordance with FAA Advisory Circular 150/5370-2D and UFC 3-260-1, Attachment 15.

2.21.5.4. Coordinate on the construction staging area and vehicle haul routes to and from the job site.

2.21.5.5. Determine where barricades are to be positioned by the contractor.

2.22. **Runway Surface Condition (RSC)/Runway Condition Reading (RCR).**

2.22.1. AM will report RSC condition changes, (wet or dry runways), to the CATCT and CP. Note: Due to little or no record of snow accumulation, friction measuring equipment is not maintained at Charleston Airfield (AMC A3AP waivered). NO RUNWAY CONDTION READING WILL BE REPORTED.

2.22.1.1. AM will send a NOTAM to report wet RSCs.

2.22.1.2. When water is the only form of visible moisture on 25 percent of the usable runway surface area, the RSC will be reported as “wet”.

2.22.1.3. Regardless of RSC, report the existence, location and depth of any standing water (e.g., ponding, water patches, puddles, etc.) to the nearest 1/10th of an inch. If no standing water is present on a wet runway, RSC will be reported as “wet with no standing water”.

2.22.1.4. When slush is on the runway, and ice or snow is not present, the RSC will be reported as “slush on runway.”

2.22.1.5. A physical check/examination of the runway is required to determine RSC “dry.”

2.22.1.6. All RSC changes and actions will be annotated on the Airfield Operations AF Form 3616, *Daily Record of Facility Operation.*

2.22.1.7. In the event of an accumulation of snow/ice on the runway, the predominant RSC will be reported. Note: The AFM or designated representative will make the determination as to whether to close the airfield or not.

2.23. **Airfield Inspections/Checks.**

2.23.1. Airfield Management will conduct a minimum of one airfield inspection each day.

2.23.2. Individuals conducting airfield inspections must be fully trained and certified on all required items. (See AFMAN 13-204v2, *Airfield Management*)

2.23.3. The inspections will entail but are not limited to inspecting the runways, infield areas, and USAF owned/maintained taxiways and aircraft parking/servicing areas.

2.23.4. At a minimum, the following items/areas will be inspected:

2.23.4.1. Obstacles and obstructions to safe aircraft operations IAW UFC 3-260-1.

2.23.4.2. Airfield construction areas IAW UFC 3-260-1, Appendix B, section 14.

2.23.4.3. Airfield markings IAW UFC 3-235-01, *Standards for Marking Airfields*.

2.23.4.4. Airfield signs IAW UFC 3-535-01, *Visual Air Navigation Facilities*.

2.23.4.5. Airfield lighting IAW UFC 3-535-01.

2.23.4.5.1. Check mountings for frangibility and grading requirements (+ or – 3 inches).

2.23.4.5.2. Check for obscured visibility.

2.23.4.6. Pavement areas damage deterioration.

2.23.4.7. Aircraft arresting systems IAW AFMAN 13-204v2.

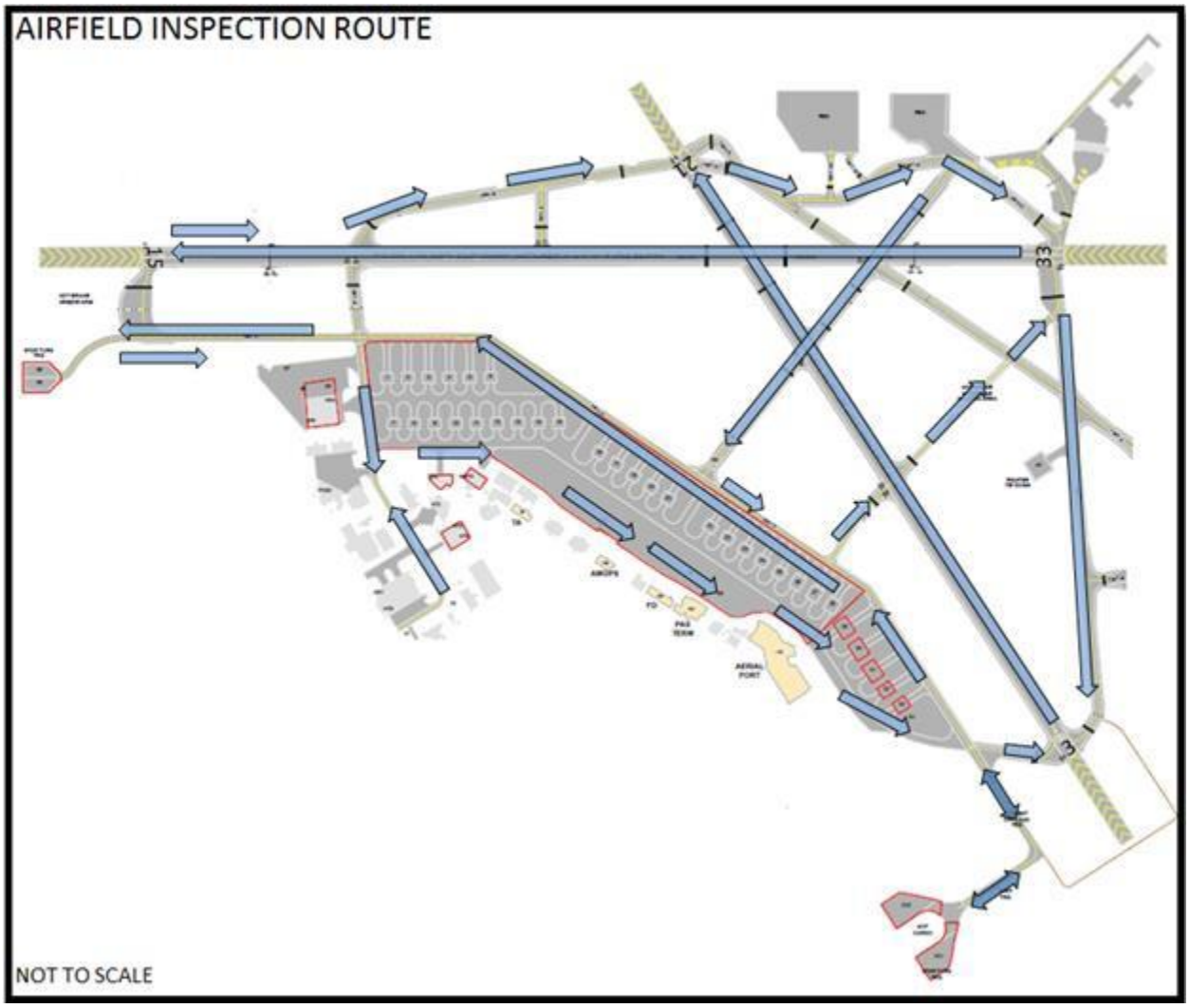
2.23.4.8. Bird/wildlife management IAW AFI 91-202_AMC Sup, *The US Air Force Mishap Prevention Program*.

2.23.4.9. Any other condition that inhibits the safe movement of aircraft.

2.23.5. The results of the daily inspection will be annotated on the Charleston Airfield Inspection form and maintained IAW Air Force RDS, Table 33-46, Rule 31.00.

2.23.6. See **figure 2.9** for the preferred airfield inspection route. This route minimizes runway crossings and radio transmissions.

Figure 2.9. Airfield Inspection Route.



2.23.7. Airfield Management will perform airfield checks throughout the day as required.

2.23.7.1. An airfield check is not a substitute for the daily inspection.

2.23.7.2. Individuals conducting airfield checks must be fully trained and certified on all required items. (See AFMAN 13-204v2)

2.23.7.3. The airfield checks will be documented, and discrepancies reported in the same manner as the daily airfield inspections.

2.23.7.4. Conduct and document an airfield check to examine the primary takeoff, landing, and taxi surfaces in support of:

2.23.7.4.1. In-Flight Emergencies (IFEs)/Ground Emergencies (GEs).

2.23.7.4.1.1. No airfield check is required for IFEs declared for medical

emergencies aboard an aircraft.

2.23.7.4.1.2. Both runways will be closed upon the arrival of an IFE aircraft. The non-landing runway may be opened once a check of the intersection is complete.

2.23.7.4.1.3. Airfield Management will respond to and hold short of the approach end of the intended landing runway for inbound IFE aircraft. A Foreign Object Damage (FOD) check of the runway will be completed as soon as possible once the emergency aircraft has landed.

2.23.7.4.2. RSC Determination. (See **paragraph 2.22** for reporting procedures.)

2.23.7.4.3. NVD Operations. Prior to the start of NVD operations, conduct an airfield check of the designated NVD taxi routes. Document and report discrepancies immediately. As a minimum, notify CATCT, CP, AM, Airfield Operations Flight Commander (AOF/CC) if NVD operations must be suspended due to airfield safety hazards.

2.23.7.4.4. Conduct a check of applicable areas upon completion of FARP and/or Combat Off-Load operations.

2.23.7.4.5. Other events, such as unauthorized aircraft landings, severe weather, airfield driving violations, checks of construction areas, natural disaster (e.g., tornado, hurricane, earthquake etc.) to check for conditions that could affect safe airfield operations.

2.23.7.4.6. Conduct and document an airfield check before the start of daily flying activities (normally before 0500L) each day and as required throughout the day to identify, document and report FOD/Bird Aircraft Strike Hazard (BASH)/Habitat control, ponding, etc. for correction. Note: Completion of the daily airfield inspection before the start of wing flying activities satisfies this requirement.

2.23.7.4.7. Conduct and document a daily nighttime/evening airfield lighting serviceability and marking retro-reflectivity check as soon as possible after sunset.

2.23.7.4.7.1. Check the operation of airfield lighting systems, to include the different intensity levels (Steps 1-5), as applicable.

2.23.7.4.7.2. Use the Airfield Lighting Chart (**Attachment 3**) to determine allowable outages and actions to take in the event of specific system failures.

2.23.7.4.7.3. Conduct a check of lighting systems that protect Instrument Critical Areas and Traffic Control Light Systems at the intersection of runways and taxiways.

2.23.7.4.7.4. Check the retro-reflective characteristics (reflect light back to the source) of runway and taxiway markings.

2.23.8. Airfield Manager or designated representative will conduct a quarterly joint airfield inspection in the month prior to the Quarterly AOB. The AOF/CC and representatives from Safety (Flight/Ground), CE (waivers/pavements), and 628 SFS will participate. The quarterly joint inspection will be documented IAW OSA OI 13-204, *Airfield Management Operating Instruction*.

2.23.9. Airfield Management will conduct and document an inspection with representatives from 628 CES/CEN, 628 CES Power Production/Barrier Maintenance Shop, and Safety (Flight/Ground) before and after completion of any airfield construction, changes or additions to the flying mission, changes affecting existing aircraft parking/taxi procedures or contingency exercises involving the airfield. Emphasis will be on "mission impact" of affected area(s) and necessary changes to the safety plan and the construction waiver.

2.23.10. Airfield Management will conduct and document an annual Airfield Certification/Safety Inspection. Representatives from Safety (Flight/Ground), CES (waivers/pavements) will participate. Results will be briefed in 1st Quarter AOB.

2.23.10.1. Representatives from RAWS Procedures (TERPS) are highly encouraged to attend.

2.23.10.2. This inspection will be documented using the Airfield Certification/Safety Inspection form contained AFMAN 13-204v2.

2.24. **Opening/Closing/Suspending Runways and Taxiways.**

2.24.1. AM has the authority to suspend/close and resume airfield, runway and taxiway operations when any unsafe situation/occurrence affects the airfield.

2.24.1.1. Closures include both short and extended time-period events (e.g., in-flight/ground aircraft recovery operations, FOD removal, dispersal of severe bird/wildlife activity, aircraft arresting system reconfiguration, construction/repair activities, aircraft mishap, etc.).

2.24.1.2. Unsafe situations/occurrences may be, but are not limited to airfield construction, FOD, severe bird/wildlife activity, pavement repair, in-flight/ground emergencies, etc.

2.24.1.3. AM in coordination with Wing Leadership, CCAA and FAA authorities will close the airfield for hazardous weather occurrences such as hurricanes.

2.24.2. AM will send the appropriate NOTAMs IAW AFI 11-208 (I), *Department of Defense Notice to Airmen* (NOTAM) System for airfield closures.

2.24.3. CATCT, CP, AM, AOF/CC and 437 OSS/CC will be notified immediately (24/7) of emergency/unplanned closures of runway 15/33. These notifications will include an estimated time of reopening.

2.24.4. AM will inform Headquarters (HQ) AMC/A3AP at least 96 hours prior to the effective date of planned airfield closures for wider dissemination. Notify HQ AMC/A3AP as soon as possible of unexpected (no-notice) restrictions.

2.24.5. AM will ensure host/tenant units are informed of preplanned closures/restrictions through the appropriate channels.

2.24.6. CATCT supervisors may discontinue runway/airfield operations in the event of an unsafe situation/occurrence on or off the airfield that would be a hazard to flight safety.

2.24.6.1. CATCT will inform AM immediately of unsafe situations/occurrences and the decision to discontinue operations.

2.24.6.2. AM will respond to the airfield immediately in order to resolve the situation as necessary.

2.24.7. Any closed area of the airfield must be checked by AM prior to reopening.

2.24.8. AM has the authority to impose the following restrictions:

2.24.8.1. Limit operations to specific types of aircraft. Note: Airfield restrictions establishing limitations on the number or type of aircraft using an airfield will be coordinated with HQ AMC/A3AP, AW/CC, OG/CC, AOF/CC and CP.

2.24.8.2. Limit transient aircraft traffic to Official Business Only (OBO) and/or Prior Permission Required (PPR). Exception: Aircraft carrying a Distinguish Visitor Code 6 or higher or aircraft experiencing an emergency. Aircrew may use OBO/PPR facilities as an alternate for Instrument Flight Rules (IFR) flights when a landing at the intended destination becomes inadvisable. Aero medical Evacuation (AIREVAC) or Special Air Missions (SAM) are also exempt from OBO/PPR restrictions, but are required to obtain a PPR number for tracking and notification.

2.24.8.3. Restrict use of an airfield due to classified operations when normal activity would compromise security.

2.24.8.4. Restrict use of an airfield when facilities and services are reduced or lack sufficient resources (e.g., for limited transient services, limited apron parking space, major construction, reduced aircraft rescue and firefighting capability, etc.).

2.24.8.5. Prohibit low approaches, restricted low approaches and practice landings when airfield activities are in the vicinity of, or on the runway. Note: Coordinate these types of restrictions with the OG/CC through the AOF/CC and notify Wing and tenant flying units.

2.24.8.6. Restrict use of an airfield during NVD or blacked-out airfield operations to reduce the potential of normal activity compromising safety.

2.25. **Engine Run Procedures.**

2.25.1. Engine Test/Run-up Operation. Aircraft engine operation is when engine Revolutions Per Minute (RPM) increase, resulting in a rise in Exhaust Gas Temperature (EGT).

2.25.1.1. C-17A. There are three engine power thrust settings: engine idle (forward or reverse thrust), engine reverse power (thrust setting above reverse idle), and engine forward power (thrust setting above forward idle).

2.25.1.2. Maintenance Engine Run Crew. Maintenance crews will coordinate engine operation through the MOC. Maintenance crews will provide the reason for operation, number of engines to be operated, thrust setting, duration of operation, spot location, number of personnel in the maintenance crew, and any special posturing by fire department. Maintenance crews will notify MOC of engine start and stop.

2.25.1.2.1. When engine thrust settings above idle are required, maintenance crews will contact MOC prior to performing any operation above idle.

2.25.1.3. The MOC will coordinate with AM, Fire Department, and Production Superintendent prior to conducting any requested engine operation and upon termination.

2.25.1.3.1. When engine operation requires above idle thrust setting (forward or reverse), MOC will broadcast an advisory across all nets for the location and duration.

2.25.1.3.2. The MOC will notify the fire department for posturing and/or assistance when engine operation is performed. When operating engine(s) with open fan thrust reverser ducts and/or accessory doors, the fire department will be requested to "stand-by" in station. Exception: the following conditions below require fire department "on scene" assistance:

2.25.1.3.2.1. Problematic engines (e.g., flameouts, compressor stalls, etc.).

2.25.1.3.2.2. Operational checkout following the installation of new or completely overhauled engine (Green run).

2.25.1.4. AM will coordinate the appropriate airfield restrictions/closures with the CATCT.

2.25.1.4.1. Forward Power operations on spots 1-6 require OG/CC approval, and runway 15/33 operations and taxiway delta from taxiway Echo to taxiway Foxtrot will be suspended. Forward Power operation on spots 20 and 21 require taxiway Foxtrot to be closed from runway 03/21 to taxiway Delta.

2.25.1.4.2. Forward Power operation on spot 26 require taxiway Hotel to be closed from runway 03/21 to taxiway Delta.

2.25.1.4.3. Forward power operating on spots 20-26, 28, 30-33 require runway 03/21 to be closed for the duration of the power run.

2.25.1.4.4. If runway 03/21 cannot be closed due to traffic, the engine operation will not be approved.

2.25.1.4.5. Forward power runs expected to last more than 1 hour will be accomplished on Kilo 1, with the engine exhaust pointing towards X41 and X42.

2.25.1.4.6. Forward power operation on spot Delta 1 requires taxiway Delta to be closed from spots 4 through 6.

2.25.1.4.7. Forward power operation on spot Delta 2 requires taxiway Delta to be closed from spots 16 through 19.

2.25.1.4.8. Forward power operation on spots Delta 3 and Delta 4 requires taxiway Delta to be closed from spots 29 through 33.

2.25.1.4.9. During coordinated engine runs when Runway 03/21 is closed, CATCT will notify aircraft that taxiway Delta is closed between the Runway 03 approach end and taxiway Foxtrot. Runway 03/21 is available for taxi operations, short of the engine run location, during these closure periods.

2.25.1.4.10. CATCT must de-conflict civilian aircraft from aircraft conducting combat offload operations on Taxiway Kilo and the north end of Taxiway Delta.

2.25.1.4.11. AM will advise CATCT of all engine runs above idle and the applicable airfield restrictions during these engine runs.

2.25.1.4.12. AM will contact CATCT prior to aircrews repositioning aircraft or maintenance personnel towing aircraft enter Taxiway Delta.

2.25.1.4.13. AM will notify CATCT with any condition that would restrict or prohibit the use of Taxiway Delta.

2.26. **Noise Abatement.**

2.26.1. Practice circling approaches are prohibited daily from 2200 to 0700 hours local.

2.26.2. Avoid the communities north of Ashley Phosphate Road when flying a VFR base to Runway 15.

2.26.3. Avoid Drayton Hall (N 32-52.16.5 W 080-04-35.3) by at least 1 nautical mile (NM) when below 3,000 feet AGL.

2.26.4. Avoid over-flying all downtown Charleston hospital complexes below 2,000 feet MSL. Intercept ILS RWY 33 glide slope at 2,000 feet MSL.

2.26.5. Avoid over-flying Medway Plantation (KCHS 023/8.5) below 1,600 feet MSL. When performing the VOR/Distance Measuring Equipment (DME), Tactical Air Navigation System (TACAN), or Global Positioning System (GPS) to RWY 21, delay the descent from 1,600 feet to 1,100 feet MSL until established on course inbound and past 8 DME.

2.26.6. C-5 aircraft pattern altitude is 2000 AGL for noise abatement.

2.27. **Protection of Precision Approach Critical Areas.**

2.27.1. Localizer Critical Area. (See **figure 2.2**.)

2.27.1.1. When the reported ceiling is less than 800 feet and/or the visibility is less than 2 miles, all aircraft and vehicle operations in the localizer critical area are restricted. Vehicles or aircraft are not permitted to transit the localizer critical area when an aircraft on the ILS approach is inside the Final Approach Fix (FAF). Exception: A preceding aircraft, approaching the same runway or another runway, may pass through the area while landing, departing, or exiting the runway; do not allow aircraft to stop within the critical area.

2.27.1.2. When the reported ceiling is less than 200 feet and/or Runway Visual Range (RVR) 2,000 or less (1/2 mile visibility if no RVR) vehicle or aircraft operations in or over the area are not authorized when an arriving aircraft is inside 1 NM final approach.

2.27.2. ILS Glide Slope Critical Areas. (See **Figure 2.2**.)

2.27.2.1. When the reported ceiling is less than 800 feet and/or visibility less than 2 miles, but at or above 200 feet and/or visibility at or above 1/2 mile (RVR 2,400), all aircraft larger than fighter type size are restricted. These aircraft are not permitted to taxi beyond the instrument hold line (see **Figure 2.10**) when an aircraft executing an ILS approach is inside the FAF.

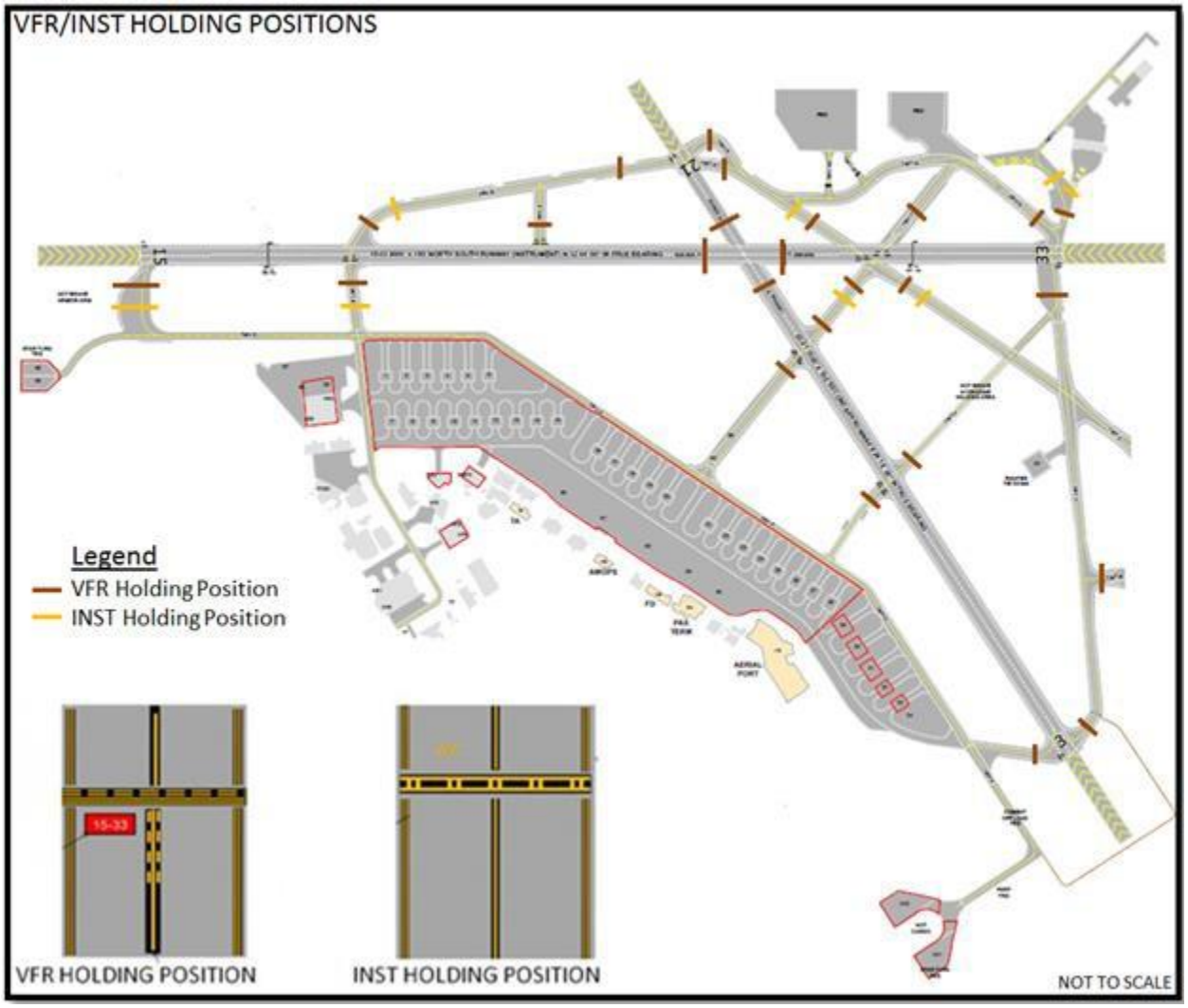
2.27.2.2. When the reported ceiling is less than 800 feet and/or visibility less than 2 miles, all vehicles are restricted. Note: Vehicles (e.g., launch essential vehicle, mission support vehicle and end of runway vehicle) escorting the fighter type size aircraft under the conditions of **paragraph 2.27.2.1** are authorized to proceed into the glideslope/elevation critical area with the aircraft (aircraft tows are not authorized). Vehicles are not permitted to proceed beyond the instrument hold line (See **Figure 2.10**) when an aircraft executing an ILS approach is inside the FAF, unless the arriving aircraft has reported the runway in sight or is circling to land on another runway.

2.27.2.3. When the reported ceiling is less than 200 feet and/or visibility less than 1/2 mile (RVR 2,400) all aircraft and vehicles are restricted. Aircraft and vehicles are not permitted to proceed beyond the instrument hold line when an aircraft executing an ILS approach is inside the FAF.

2.27.3. Touchdown Area. (See **figure 2.2**.)

2.27.3.1. When the reported ceiling is less than 200 feet and/or the RVR is 2,000 or less (1/2 mile visibility if no RVR), vehicles or aircraft are not authorized in the touchdown area when an aircraft conducting an approach or missed approach is inside the Middle Marker (MM) or 1 NM from touchdown if no MM.

Figure 2.10. Instrument/VFR Holding Positions.



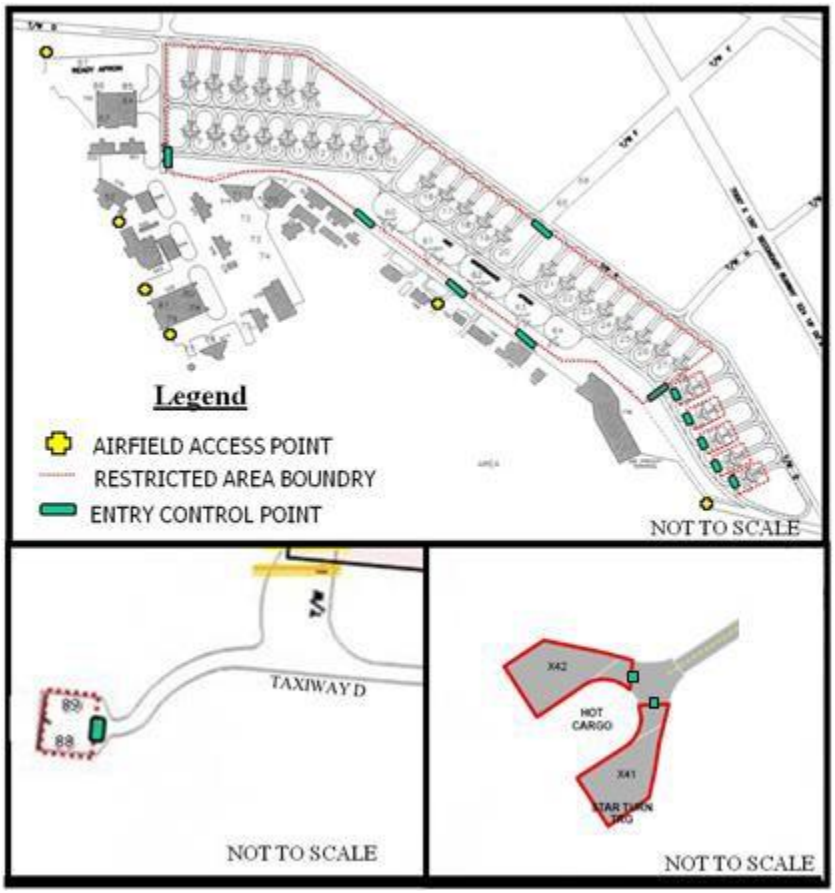
2.28. **Restricted Areas.**

2.28.1. Restricted/Controlled areas on the ramp are depicted by red lines painted on the pavement. (See **Figure 2.11**., Air Traffic Control Facilities.)

2.28.2. Restricted/Controlled areas may only be entered/exited at the appropriate Entry Control Points (ECP). Entry control points are depicted by a break in the red line filled with a wide white line and the letters ECP painted on the pavement.

2.28.3. All personnel entering a restricted/controlled area must possess/display a restricted area badge approved for the appropriate area or be escorted by personnel with appropriate badge.

Figure 2.11. Restricted Areas.



2.30. **ATCALS/Auxiliary.**

2.30.1. All ATCALS and Auxiliary Power are maintained by the FAA.

3. FLYING AREAS

3.1. **Airspace.**

3.1.1. Charleston Local Training Area. The local training area for 437 and 315 AW aircraft is defined as a 300 nautical mile radius of Charleston VORTAC. Specific routes, required elevations and airfields that may be used for local transition with proper approval are identified within the 437 AW/315 AW Aircrew FLIMSIE. The CP will assist the aircraft commander in obtaining this airfield transition approval before departure.

3.1.2. Charleston's Class "C" airspace is the airspace extending upward from the surface to and including 4,000 feet MSL within a 5 nautical mile radius of Charleston Airfield/International Airport and the airspace extending upward from 1,200 feet MSL to and including 4,000 feet MSL within a 10 nautical mile radius of Charleston Airfield/International Airport. See most current Charlotte Sectional Chart.

4. VFR PROCEDURES

4.1. **VFR Weather Minimums.**

4.1.1. Normal VFR weather minimums are 3,000 feet ceilings and 5 nautical mile visibility.

4.1.2. Marginal VFR weather minimums are 1,000 feet ceiling and 3 nautical mile visibility. **Note: Civil aircraft may be flying using Marginal VFR rules.**

4.2. **VFR Traffic Patterns.**

4.2.1. Rectangular – 1,200 MSL.

4.2.2. Overhead – 1,700 feet MSL.

4.2.3. Light Aircraft – 700 feet MSL.

4.2.4. C-5 Aircraft – 2,000 feet MSL for noise abatement. Note: No Overheads allowed while C-5 in pattern.

4.3. **Special Procedures.**

4.3.1. Helicopter Operations.

4.3.1.1. Helicopters (for the military ramp) will land on either Runway 15/33 or Runway 03/21 and air or ground taxi to parking. The helicopter will be advised to wait for a Follow Me vehicle prior to entering Taxiway Delta for parking.

4.3.1.2. Helicopters departing from the military ramp will be directed to air/ground taxi to the helicopter pad at Taxiway Foxtrot for take-off clearance.

4.3.2. Charleston Functional Check Flight (FCF) Area.

4.3.2.1. The FCF Area is bound by the gliding distance from the coastline, Atlantic Route 4, Victor One, and the south shore of Winyah Bay.

4.3.2.2. FCFs will be conducted under Instrument Flight Rules.

4.3.3. Paradrop Operations.

4.3.3.1. Charleston Airfield Drop Zone (DZ) will only be used during airshows.

4.3.3.2. The drop zone is approved for personnel drops only. No heavy equipment drops will be approved.

4.3.3.3. A copy of the drop zone survey with the location and dimensions of the Charleston DZ is available for review at Airfield Management.

4.3.4. Charleston Protection of 360 Overhead Traffic Pattern. CATCT uses guidelines established in FAA Order 7110.65 for protection of the 360-degree Overhead Traffic Pattern.

4.4. **Reduced Runway Separation Procedures.** Reduced runway separation is not applicable unless utilizing Military Authority Assumes Responsibility for Separation of Aircraft (MARSA).

4.5. **Intersection Departures.** Intersection departures are described in **paragraph 1.2** of this instruction. (See **figure 1.1**.)

5. IFR PROCEDURES

5.1. **Radar Traffic Patterns.**

5.1.1. No static radar patterns exist for Charleston. Radar patterns are based on prevailing air traffic and Radar Controller discretion.

5.2. **Local Departure Procedures.** Generally, locally based USAF aircraft are issued one of the 5 Charleston Standard Instrument Departures (SID) described in Volume-18 of the Low Altitude United States Flight Information Publication (FLIP). Occasionally, for multiple approaches, they may be instructed instead to fly runway heading and maintain 2,000 feet. The most significant detail here is the 2,000 feet hold down. Charleston Airfield has over-flights over KCHS VOR at 2,500 feet and 3,000 feet MSL. It is imperative that this hold down restriction be complied with.

5.3. **Local Control Departure Area.**

5.3.1. CATCT area of jurisdiction is determined by the runway(s) in use as depicted in figures **5.6** and **5.7**. Charleston Approach Control delegates control of the depicted airspace to the Local Controller as follows:

5.3.1.1. Runway 3/33 in use: Operations north of KCHS, from the 270 radial clockwise to the 090 radial, out to 5 miles; surface to 4,000'. (see **figure 5.6**.)

5.3.1.2. Runway 15/21 in use: Operations south of KCHS, from the 090 radial counter-clockwise to the 270 radial, out to 5 miles; surface to 4,000'. (See **figure 5.2**.)

Figure 5.1. Runway 3/33 In Use.

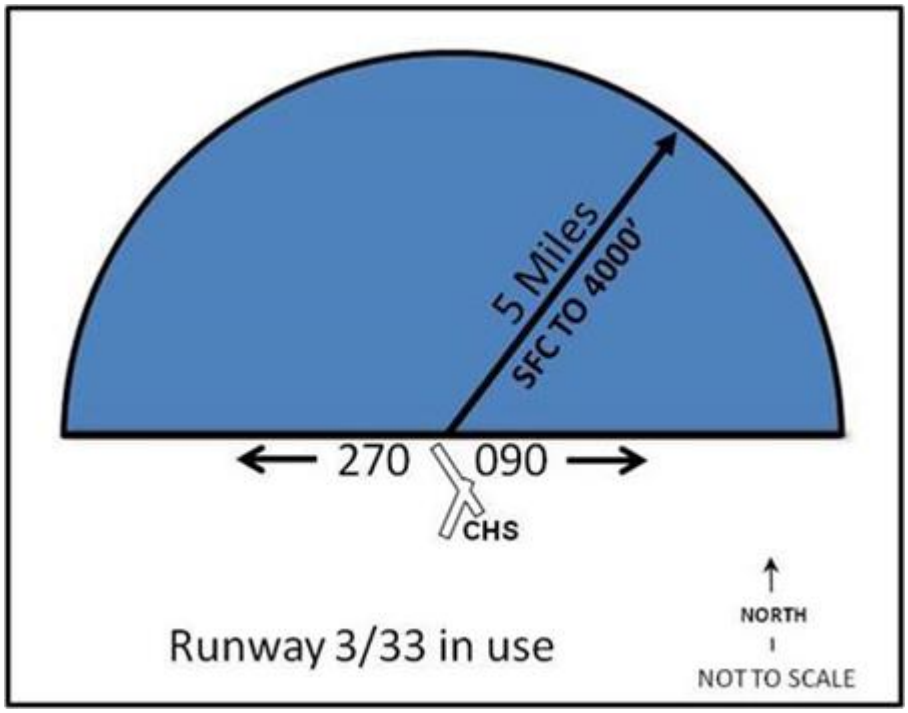
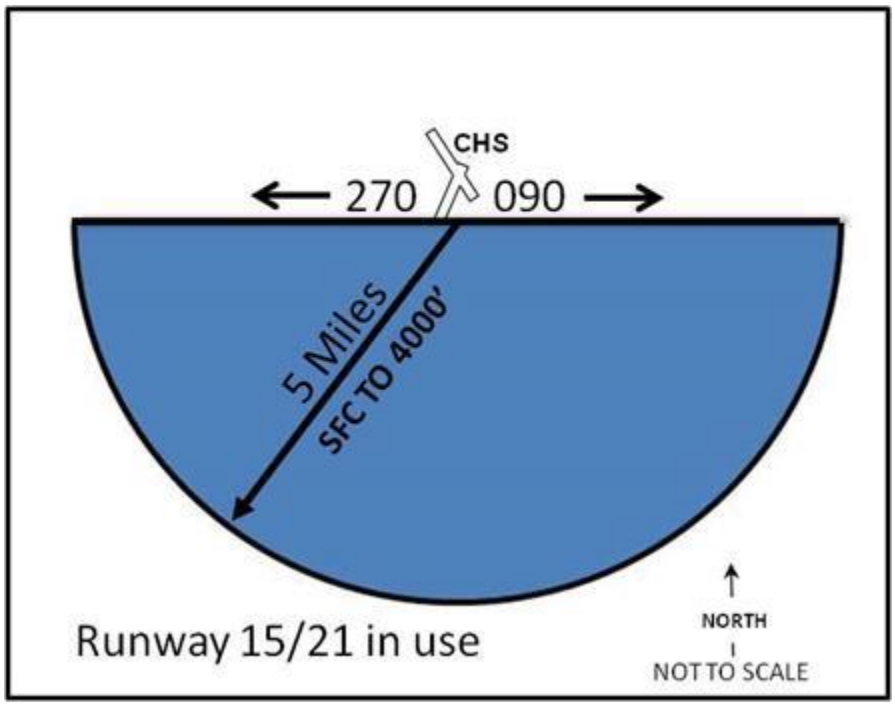


Figure 5.2. Runway 15/21 in use.



5.3.2. CATCT must ensure departing aircraft enter into the appropriate sector's airspace in a SID or on assigned headings that must not exceed the following limits:

5.3.2.1. Runway15/21 departure, maximum right turn to 260 degrees; maximum left turn to 100 degrees.

5.3.2.2. Runway 15/21 departure, maximum right turn to 080 degrees; maximum left turn to 280 degrees.

5.3.3. CATCT must provide a minimum of 5 miles between aircraft on successive SID departures to the east.

5.3.4. Unless restricted by the Local Controller, aircraft making practice approaches on breakout/go around or after initial departure may be turned by the Radar Controller in accordance with the following:

5.3.4.1. If the aircraft is within 3 miles of the departure end of the breakout runway:

5.3.4.1.1. Unrestricted turn away from the crossing runway departure path.

5.3.4.2. If the aircraft is beyond 3 miles of the departure end of the breakout runway:

5.3.4.2.1. Approach to Runway 15 may be turned no further left than a heading of 100.

5.3.4.2.2. Approach to Runway 33 may be turned no further left than a heading of 280.

5.3.4.2.3. Approach to Runway 21 may be turned no further right than a heading of 260.

5.3.4.2.4. Approach to Runway 03 may be turned no further right than a heading

of 080.

5.4. **Radar Vectors to Initial.** Based on existing air traffic.

6. EMERGENCY PROCEDURES

6.1. **Operation of the Primary Crash Alarm System (PCAS) and the Secondary Crash Net (SCN).**

6.1.1. The PCAS is comprised of CATCT, AM, CEF, and Flight Medicine (duty hours).

6.1.1.1. During periods of non-duty hours, the fire department alarm center will notify Charleston County Emergency Medical Services for ambulance support.

6.1.1.2. The PCAS can only be activated from CATCT.

6.1.1.3. CATCT will:

6.1.1.3.1. Activate the PCAS for all aircraft mishaps, military or civilian, observed or reported, within Charleston's airspace. In addition, the PCAS will be activated for all inbound and ground emergencies, suspected hijack/unauthorized aircraft movements, aircraft bomb threats, hot brakes, fuel spills (when requested by CEF), or when directed by the Charleston Tower Watch Supervisor or competent authority (e.g., 437/628/315 WG/CC, 437 OG/CC, AFM).

6.1.1.3.2. Reactivate the PCAS with additional or essential information (i.e., aircraft accident, aircraft veers off runway) when available. The aircraft location will be given in general terms. Grid coordinates will not be given, unless previously received from the CEF.

6.1.1.3.3. Utilize the AM landline to relay all emergency/exercise terminations; the PCAS will not be activated.

6.1.1.3.4. Perform a daily operational check of the PCAS at or about 0900 hours (local) to ensure satisfactory operation.

6.1.2. SCN.

6.1.2.1. The SCN is comprised of:

6.1.2.1.1. The 437 AW: CC, AM, MOC, Weather, SE.

6.1.2.1.2. The 628 ABW: ABW/CC, MSG, MDG, CES (CED, CEX, CEF, and CEN) CP, SFS, Public Affairs, Chaplain.

6.1.2.1.3. CCAA.

6.1.2.2. This circuit can only be activated by AM. Pass all information on the SCN verbatim as received. AM will activate the SCN on all reported emergencies and exercise information involving the airfield environment.

6.1.2.3. If the information was not received via the PCAS, AM will ensure that CATCT is informed of the emergency.

6.1.2.4. Upon notification of termination of the emergency from the Fire Chief or the CATCT, pass the termination over the SCN.

6.1.2.5. All parties on the SCN must have push to talk handsets or an exception letter on file with AM.

6.1.2.6. Command and Control agencies (e.g., CATCT, CP, SFS Control Center, Fire Chief/Incident Commander, Crisis Action Team, and Emergency Operations Center) have the authority to request information/updates to be passed over the SCN.

6.2. **In-flight and Ground Emergency Procedures.**

6.2.1. Per LOA, CATCT will:

6.2.1.1. Hold the movement of ground traffic affecting the emergency response until emergency equipment is positioned in the designated standby points. Ground traffic that can be routed clear of emergency equipment may continue operations.

6.2.1.2. Discontinue all arrivals, departures, taxi operations and affected ground traffic movements in sufficient time to ensure availability of the landing area to emergency aircraft.

6.2.1.3. Upon termination of firefighting/rescue operations, normal operations will resume with authorization from the Airfield Manager.

6.2.2. AM will:

6.2.2.1. Respond to all in-flight/ground emergencies that have the potential to restrict airfield operations (e.g., fuel spills, mechanical problems, etc.).

6.2.2.2. Respond to the approach end of the intended landing runway.

6.2.2.3. Inform CATCT of intentions to follow emergency aircraft upon landing for FOD check.

6.2.2.4. After aircraft lands, request permission on to the landing runway, if not already received from CATCT.

6.2.2.5. If the intersection is FOD free, open the non-landing runway after passing through the runway intersection.

6.2.2.6. During emergencies involving mechanical failure, hung ordnance or any FOD producing emergency, ensure the runway is closed and can only be reopened by AM.

6.2.3. The 628 SFS will:

6.2.3.1. For in-flight emergencies, respond to a position between parking spots 20 and 21 behind the Taxiway Delta wingtip clearance line and await further instructions from the on-scene commander.

6.2.3.2. Ensure SFS personnel (vehicle operators or passengers) responding to airfield emergencies are CMA airfield driver certified and establish radio communications with CATCT, freq 121.9, prior to entering the controlled movement area (e.g., runway entry/crossing). SFS responders may be escorted by a CMA certified driver if necessary.

6.2.3.3. For ground emergencies on the airfield, respond to the location at least 1,000 feet from the incident location or to the incident ECP and await further instructions from the on-scene commander.

6.2.4. Medical Flightline Response will:

6.2.4.1. During in-flight/ground emergency situations, position on the ramp in front of the fire station and await guidance from the on-scene commander.

6.2.4.2. Ensure Medical Flightline Response personnel (vehicle operators or passengers) responding to airfield emergencies are CMA airfield driver certified and establish radio communications with CATCT, freq 121.9, prior to entering the controlled movement area (e.g., runway entry/crossing). Medical Flightline Response may be escorted by a CMA certified driver if necessary.

6.2.5. Crash Recovery Support will:

6.2.5.1. For in-flight emergencies respond to a position between parking spots 20 and 21 behind the Taxiway Delta wingtip clearance line and await further instructions from the on-scene commander.

6.2.5.2. Ensure Crash Recovery personnel (vehicle operators or passengers) responding to airfield emergencies are CMA airfield driver certified and establish radio communications with CATCT, freq 121.9, prior to entering the controlled movement area (e.g., runway entry/crossing). Crash Recovery responders may be escorted by a CMA certified driver if necessary.

6.2.6. Environmental Support for fuel/chemical spills will be requested by the on-scene commander through the CP.

6.2.7. For medical emergencies on inbound civilian aircraft, the Fire Department Crash Rescue vehicle will respond directly to the civil terminal. The vehicle will position on the cargo ramp near Taxiway Bravo and await the arrival of the emergency aircraft.

6.2.8. All responses will be conducted safely; with emergency lights on.

6.3. **Civil Aircraft Incidents on Charleston Airfield.**

6.3.1. Prior to removal of any part of wreckage or human remains the on-scene commander must have the approval of the National Transportation Safety Board (NTSB), IAW Code of Federal Regulation 49, **Part 830**.

6.3.2. The 437 OSS AM will notify NTSB of any incident on the airfields. NTSB Investigator at Atlanta, GA (404) 562-1666; FAA Communications Center (404)305-5180 (24 Hours); and Regional Mishap Notification Office, Miami, FL (305) 597-4610.

6.3.3. CCAA. As identified in the Joint Use Agreement between the USAF and CCAA, CCAA is responsible for removal of disabled general aviation or commercial carrier aircraft on the airfield property at Charleston Airfield. If CCAA is unable to remove the disabled aircraft, CCAA may request USAF assistance to remove the aircraft.

6.4. **Jettison of Aircraft Stores.**

6.4.1. Contact Charleston Approach Control for traffic advisories and vectors to the northwest corner of Warning Areas 133/134 (KCHS VORTAC 180/21 Distance Measuring Equipment).

6.4.2. Clear the coastal land area by radar or visually if Visual Meteorological Conditions.

6.4.3. Maintain 2,000 feet minimum and jettison on a southerly heading away from shore.

6.5. **Fuel Dumping.**

6.5.1. Contact Charleston Approach Control for traffic advisories and vectors to the northwest corner of Warning Areas 133/134 (KCHS VORTAC 180/21 Distance Measuring Equipment).

6.5.2. Clear the coastal land area by radar or visually if Visual Meteorological Conditions.

6.5.3. Fuels jettison operation; maintain 10,000 feet minimum Above Ground Level and jettison fuel.

6.6. **Emergency Aircraft Arresting System Procedures.**

6.6.1. CATCT will raise and/or lower the barrier as requested by competent authority. (e.g., aircraft commander, 628 CES Power Production/Barrier Maintenance Shop, Fire Chief, AM.)

6.6.2. After the arresting gear has been raised or lowered, AM will inspect the runway area around the arresting gear for FOD and ensure the barrier has fully retracted or raised.

6.6.3. For in-flight emergencies, AM will make every effort to visually confirm that the arresting gear has fully extended prior to the aircraft arrival/engagement.

6.6.3.1. AM will inform CATCT of any discrepancies/problems observed or report "(Runway in Use) approach/departure end barrier appears positioned."

6.6.3.2. AM check of the barrier is not required prior to an emergency engagement, but will be accomplished if time permits.

6.6.4. During normal duty hours (M-F, 0700-1600), 628 CES Power Production/Barrier Maintenance Shop will be notified by AM each time the arresting gear is raised or lowered. During non-duty hours, 628 CES Fire Department Alarm Center will be notified.

6.6.5. The 628 CES Power Production/Barrier Maintenance Shop will respond to all anticipated emergency barrier engagements and make every effort to be on-scene for the engagement.

6.6.6. AM will inspect the area around the barrier after the aircraft has been disengaged prior to reopening the runway for normal operations.

6.6.7. T.O.s for BAK-12H provide alternate procedures for removing an aircraft from the cable after engagement. These alternate procedures are commonly referred to as "slingshotting" the aircraft. Potential for aircraft damage is high when using these methods; therefore, use these procedures only during contingencies when conditions warrant rapid cycling of the arresting system.

6.7. **Hot Brakes.** CATCT will direct aircraft with hot brakes to either Taxiway Delta hammer head or Taxiway Hotel between Runway 03/21 and Taxiway Charlie.

6.8. **Abandonment of Aircraft (Controlled Bail-Out, Ejection, Plotting Aircraft Coordinates).**

6.8.1. Contact Charleston Approach Control for vectors and traffic advisories.

6.8.2. Maintain 3,000 feet, fly the Charleston VORTAC at 149 degrees radial to 13 DME, retard throttles to idle and eject.

6.9. **Personnel/Crash Locator Beacon Signal/Emergency Locator Transmitter (ELT) Response Procedures.**

6.9.1. When CATCT or other FAA agency reports an ELT in the area of Charleston Airfield to AM, every effort will be made to locate the signal.

6.9.2. AM, will contact the following and request a search for the source of the ELT: CP, MOC, CCAA, Fixed Base Operations, and Aircrew Flight Equipment.

6.9.3. AM will notify the Flight Service Station and the Air Force Rescue Center if the ELT has not been located/terminated within one hour.

6.9.4. AM will conduct follow-up contact with all of the above agencies every hour until the ELT is located/terminated.

6.9.5. ELT tests will only be conducted within the first five minutes of the hour and for no more three audio sweeps.

6.10. **Evacuation of Airfield Operations Facilities.**

6.10.1. Airfield Management Emergency Evacuation Procedures. Secure classified material; if time permits, notify other building occupants over the intercom system and evacuate the building by the closest exit. Once outside, conduct a roll call to determine if all personnel are out of the building and report your findings to the on-scene commander.

6.10.2. Charleston Air Traffic Control Tower facility Evacuation Procedures. CATCT will notify AM during evacuation. AM will send a NOTAM closing the airfield and notify the OG/CC.

6.11. **Hydrazine.**

6.11.1. The control tower will direct aircraft with a hydrazine emergency on Runway 33 to Taxiway Delta hammer head (north end) and Runway 15 to Taxiway Hotel between Runway 03/21 and Taxiway Charlie and request pilot to turn the aircraft into the wind.

6.12. **FAA Control Tower Wind Limitations.** The wind limit for CATCT is 65 knots. The decision to evacuate is at the discretion of the Watch Supervisor.

6.13. **Airfield Management Alternate Facility Procedures.**

6.13.1. The primary alternate location for AM is building 506 in the Life Support conference room. The secondary alternate location is building 201 at the OSS command section.

6.13.1.1. Building evacuation procedures and alternate facility operations will be validated a minimum of twice a year and documented in a Memorandum for Record (MFR) on file in the AMOPS section.

6.13.2. If time permits, AM will activate the secondary crash net and pass relocation information. CATCT Supervisor will be notified via telephone.

6.13.3. AM will evacuate with the following:

6.13.3.1. A minimum amount of FLIP and Communications Security (COMSEC) materials.

6.13.3.2. AM vehicle.

6.13.3.3. Evacuation kit.

6.13.3.4. Fax machine.

6.13.4. The Aeronautical Information System Replacement (AISR) will be placed on GUARD with Shaw AFB until relocation is complete.

6.13.5. The alternate secondary crash net will be activated and relocation information passed. CATCT will be notified that AM is in place at the alternate location.

6.14. **Aircraft Rescue Fire Fighting (ARFF) reduction in service procedures.**

6.14.1. Due to personnel restrictions, 628 CES/CEF typically operates with between 8-16 personnel, meaning that steady-state operations fall into the Reduced Level of Service (RLS) for C-17 aircraft. 628 CES/CEF will immediately notify AM via direct line when there is a degradation in ARFF capability below RLS, and estimate of how long ARFF will remain below RLS.

6.14.1.1. AM will publish a NOTAM identifying the ARFF status.

6.14.1.2. AM will notify CCAA concerning the ARFF Status.

6.14.1.3. If ARFF Status drops below RLS for base-assigned aircraft The ARFF/Airfield Operations Working Group will be convened IAW AFMAN 13-204v3_AMCSUP, *Air Traffic Control,* A20.5.2.1, to make ORM determination of risk.

6.14.1.4. The Working Group will consider the reasons driving ARFF below RLS status, and make recommendations to the 437 OG for either further risk acceptance or implementation of additional risk control measures as described in AFMAN 13-204v3_AMCSUP, A20.5.1.

6.14.2. The 628 CES/CEF will notify AM when ARFF capability is returned to RLS or higher.

6.14.2.1. AM will cancel NOTAM concerning ARFF status

6.14.2.2. AM will notify CCAA.

6.14.2.3. AM will notify 437 OG of return to RLS. Note: See **Attachment 5** ARFF status matrix.

7. FLIGHT PLANNING PROCEDURES

7.1. **Filing Flight Plans.**

7.1.1. All aircraft departing from the military ramp must have a flight plan on file with the AMOPS section.

7.1.2. DD Form 1801, *DoD International Flight Plan,* or other authorized forms according to AFMAN 11-202v3, Flying Operations, will be used.

7.1.3. Flight plans will not be accepted by phone or fax without a LOA with 437 OSS/OSA, unless approved by AOF/CC or AFM.

7.1.4. Original flight plans will not be accepted via radio.

7.1.5. Locally filed flight plans can be amended via any means provided an original flight plan is on file at the departure AMOPS section.

7.1.6. An aircraft commander on a stopover flight plan or a weather/maintenance divert may re-file or amend their flight plan with an AMOPS section via any means (e.g., radio, telephone, etc.). Note: AMOPS personnel must verify an original flight plan clearance was filed by contacting the original departure location via telephone or sending a flight movement message query.

7.1.7. An aircraft commander (normally operating on a VFR flight plan requesting to pick up an IFR flight plan) can request to air file a flight plan with the AMOPS section if the change does not penetrate an Air Defense Identification Zone. Note: AM personnel must verify an original flight plan was on file.

7.1.8. AM personnel will not modify/change flight plans for Tanker Airlift Control Center Flight Managed Missions without approval from the flight planning cell/flight managers. (AFMAN 11-255V3, Flight Manager Responsibilities and Procedures)

7.2. **Flight Plan Processing.**

7.2.1. The AISR is the primary means for filing flight plans.

7.2.2. IFR and VFR flight plans will be entered into the system as soon as possible after being received by AM.

7.2.3. Flight plans will be maintained on file in accordance with Air Force RDS, **Table 13- 07**, Rule 3.00.

8. MISCELLANEOUS PROCEDURES

8.1. **Airfield Operations Board (AOB).**

8.1.1. The AOB will convene quarterly to discuss, update, and track various activities associated with support of the flying mission. AOB meetings should be conducted at the following intervals: Jan – Mar = 1st quarter; conducted in April; Apr – Jun = 2nd quarter; conducted in July; Jul – Sep = 3rd quarter; conducted in October; Oct – Dec = 4th quarter; conducted in January.

8.1.2. The board is chaired by the 437 AW/CV.

8.1.3. The 628 ABW/CV and the 315 ARW/CV will be invited to attend.

8.1.4. The AOF/CC is the focal point for scheduling AOB meetings, preparing the agenda, and recording the minutes.

8.1.5. Per AFMAN 13-204v1, *Management of Airfield Operations*, the board membership will be comprised of the following:

8.1.5.1. The 437 OG/CC.

8.1.5.2. The 628 MSG/CC.

8.1.5.3. The 437 OG/OGV.

8.1.5.4. The 437/315 AW SEF.

8.1.5.5. The 437 OSS/CC.

8.1.5.6. Representation from base-assigned flying units (usually SQ/CC or DO).

8.1.5.7. The 628 ABW/CP.

8.1.5.8. The 628 CS (e.g., CC, CD, etc.).

8.1.5.9. The 628 CES (e.g., CC, CD, CEI, CEO, and CEN).

8.1.5.10. AOF Staff (e.g., AOF/CC, AFM, Deputy Airfield Manager (DAFM),.).

8.1.5.11. Charleston FAA air traffic control.

8.1.5.12. The 437 MXO/MOC.

8.1.5.13. The 437 OSS/OSW.

8.1.5.14. CCAA.

8.1.5.15. Any others deemed necessary by the AOB Chairperson.

8.1.6. IAW AFMAN 13-204v1 **Attachment 3**, the following will be briefed quarterly:

8.1.6.1. Airspace (e.g., terminal, enroute, and special use airspace, etc.).

8.1.6.2. ATC/Flying Procedures (new, revised, rescinded and seldom used, etc.).

8.1.6.3. Military, FAA, or CCAA concerns.

8.1.6.4. Airfield Operations Flight (AOF Staff and AM) staffing.

8.1.6.5. RAWS.

8.1.6.6. Airfield Environment.

8.1.6.7. Status of the Airfield Driving Training Program.

8.1.6.8. Runway intrusions/Controlled Movement Area Violations (CMAVs).

8.1.6.9. Hazardous Air Traffic Report (HATR).

8.1.6.10. AirOps Tool Status

8.1.7. The following items will be briefed annually:

8.1.7.1. Air Installation Compatible Use Zone. (April)

8.1.7.2. Aircraft Parking Plan. (April)

8.1.7.3. Special Interest Items. (July)

8.1.7.4. Results of annual self-inspection. (July)

8.1.7.5. Letter of Procedure (LOP) Review. (October)

8.1.7.6. Results of the Annual Airfield Certification/Safety Inspection. (October)

8.1.7.7. TERPS. (January)

8.1.7.8. Status of existing airfield waivers with emphasis on temporary waivers and associated correction plans. (January)

8.2. **Notice to Airmen (NOTAM) Procedures.**

8.2.1. AM is responsible for reporting outages/closures and issuing NOTAMs for the following:

8.2.1.1. All taxiways as identified in **para. 1.5.2**.

8.2.1.2. Both runways.

8.2.1.3. Emergency equipment capability.

8.2.1.4. All airfield lighting as identified in **para. 1.6.8**.

8.2.1.5. Arresting gear.

8.2.1.6. Military parking ramp and pads.

8.2.1.7. As applicable, AM will notify the following agencies on NOTAMs they send: base/tenant/transient flying units, Base Weather, 628 CES (CEO, CEN, and CEF), 437/628 Safety, CATCT, Air Route Traffic Control Center (ARTCC) Jacksonville (JAX), CP, CEF, SFS, MOC, Flight Service Station (FSS), CCAA and Unit Airfield Driving Program Managers.

8.2.2. Per LOA, CATCT/FAA will issue NOTAMs to FSS for the following:

8.2.2.1. Outages of the Charleston VORTAC.

8.2.2.2. ATC frequencies.

8.2.2.3. Charleston Hazardous In-Flight Weather Advisory Service.

8.2.2.4. Instrument Landing System.

8.2.2.5. Airport and approach lighting systems/aids.

8.2.2.6. Ashley non-directional beacon.

8.2.2.7. Primary and secondary air traffic control radar systems.

8.2.2.8. Runway visual range system.

8.2.2.9. Approach control frequencies.

8.2.2.10. Airport Beacon.

8.2.3. CCAA is responsible for reporting outages and closures and issuing NOTAMs for the following: Taxiways Alpha, Bravo, Golf, Golf 1, Golf 2.

8.2.4. Charleston FAA System Support Center is responsible for coordination of scheduled outages with the monitoring/controlling facility and issuing appropriate NOTAMs.

8.3. **Flight Information Publication (FLIP) Accounts, Procedures for Requesting Changes.**

8.3.1. FLIP accounts will be established and maintained IAW AFI 11-201, Flight Information Publications, AFI 14-205, Geospatial Information and Services, and National Geospatial-Intelligence Agency Catalog of Maps, Charts, and Related Products. Account requirements will be reviewed and revalidated annually.

8.3.2. FLIP information (additions, corrections and deletions) for Charleston Airfield will be forwarded to 437 OSS/Airfield Management. Airfield Management will publish NOTAMs, as required, and forward information to appropriate agency for publication.

8.3.3. The Airfield Management Airfield Operations Manager is the primary FLIP monitor for Charleston Airfield.

8.3.3.1. The contents of individual FLIP kits are established by the 437 OG/OGV (STAN/EVAL).

8.3.3.2. The building and maintenance of individual FLIP kits is a shared responsibility between Airfield Management and Combat Crew Communications.

8.3.3.3. Local, U.S., and world-wide FLIP kits are maintained in the Flight Planning area of the Airfield Management facility.

8.4. **Prior Permission Required (PPR) and Official Business Only (OBO) Procedures.**

8.4.1. Airfield Management has the authority to limit transient aircraft traffic to OBO and/or PPR. Exception: Aircraft carrying a Distinguish Visitor Code 6 or higher or aircraft experiencing an emergency. Aircrew may use OBO/PPR facilities as an alternate for IFR flights when a landing at the intended destination becomes inadvisable. Aero medical Evacuation (AIREVAC) and Special Air Missions (SAM) also exempt from OBO/PPR restrictions, but are required to obtain a PPR number for tracking and notification.

8.4.1.1. Official Business Only is defined as the airfield being closed to all transient military aircraft for obtaining routine services such as fueling, passenger drop off or pickup, practice approaches, parking, etc. The airfield may be used by aircrews and aircraft if official government business (including civilian) must be conducted on or near the airfield and Prior Permission is received from AM.

8.4.1.2. Prior Permission Required is defined as the airfield being closed to transient aircraft unless approval for operation is obtained from the appropriate commander through AM. PPR must be requested and approved before the flight departs to that airfield. The purpose of PPR is to control volume and flow of traffic rather than to prohibit it. All aircraft carrying hazardous materials must obtain prior permission.

8.4.2. AM is the approval authority for PPR requests after coordination with the MOC and Transient Alert (TA).

8.4.2.1. AM will maintain and update and electronic PPR Log on the shared drive to allow MOC and TA personnel visibility on proposed inbound transient aircraft.

8.4.2.2. PPR authority may be delegated outside of AM for special events such as air shows.

8.4.2.3. Tanker Airlift Control Center (TACC) missions published in the AMC GDSSII system are exempt from PPR and OBO restrictions.

8.4.3. AM will publish OBO/PPR restrictions in the appropriate flight information publications or NOTAMs as required.

8.4.4. Air Evac Notification and Response Procedures. Air Evac load messages are handled through the 628 ABW/CP. CP will relay the load message to the 628 MDG and 628 CES/CEF.

8.5. **Unscheduled/Unauthorized Aircraft Arrival.**

8.5.1. Due to KCHS being a Joint-Use civil field, the term ‘unscheduled’ is not used. Per LOA, CATCT will immediately notify AM of any unauthorized aircraft arrival.

8.5.2. AM will accomplish the following:

8.5.2.1. Upon notification from CATCT, activate the SCN and pass all known information as received from the tower.

8.5.2.2. The AFM, or designated representative will respond to the airfield and assist 628/SFS with aircraft/passenger identification.

8.5.2.3. Determine a parking/holding location based on operational circumstances. The optimal location is spot 88/89 if available. Under no circumstances will the aircraft be allowed to taxi through or park in areas containing force protection level assets.

8.5.2.4. Contact U.S. Customs (through ATOC) if necessary and advise them of the situation.

8.5.3. The 628 CES/CEF will respond to the scene and assume blocking positions as directed by SFS.

8.5.4. The 628 SFS will:

8.5.4.1. Respond to the scene, and in coordination with CATCT, conduct aircraft blocking operations as necessary.

8.5.4.2. Escort the aircraft to the designated parking/holding position as determined by AM.

8.5.4.3. Prevent occupants from exiting the aircraft or the aircraft departing unless approved by the AFM or higher authority.

8.6. **Distinguished Visitor (DV) Notification Procedures.**

8.6.1. All inbound aircraft with DV code 7 or higher must contact Palmetto Ops no later than 30 minutes prior to landing.

8.6.2. AM will pass DV arrival/departure information to CP, TA, MOC, and SFS.

8.6.3. For President of the United States (POTUS), Vice President of the United States (VPOTUS), Secretary of State (SECSTATE), Secretary of Defense (SECDEF), Secretary of the Air Force (SECAF), Chairman, Joint Chiefs of Staff (CJCS), Vice Chairman, Joint Chiefs of Staff (VCJCS), and all service chiefs, notify the agencies listed above of schedule deviations of 14 minutes or more.

8.7. **Hazardous Cargo Procedures.**

8.7.1. The ATOC will notify AM of hazardous cargo movements on the airfield.

8.7.2. AM will notify the following agencies: MOC, CP, CES/CEF, SFS.

8.7.3. For Nuclear Weapon Related Material and Nuclear Cargo refer to JB Charleston Strategic Plan (SPLAN) 13-526.

8.7.4. The designated Hot Cargo Pads (HCP) are parking spots 41 and 42 (See **Attachment 4**). These sites are used for day-to-day loading and unloading hazardous/explosive cargo. A copy of these plans may be requested through the Wing Safety Office.

8.8. **Local Aircraft Priorities.** CATCT uses aircraft arrival and departure priorities as established in FAA Order 7110.65. EXCEPTION: "Definite Purpose/Definite Intent" aircraft will be given priority over all other aircraft departing or arriving at Charleston AB/International Airport with the exception of aircraft in distress and lifeguard aircraft.

8.9. **Lost Communications Instructions.** CATCT utilizes the ATC light signals as defined in FAA Order 7110.65, paragraph **3-2-1**., Light Signals.

8.10. **Standard Climb-Out Instructions.** CATCT does not have specific procedures for standard climb-out instructions.

8.11. **Charleston Opposite Direction Take-Off and Landings.** CATCT does not have a requirement for opposite direction-take off. Request approval CATCT Supervisor on shift.

8.12. **Charleston Standard Go-Around/Missed Approach Procedures.** CATCT does not have a standard go- around procedure. As it is an unplanned event, the procedure is dictated by circumstances. Sometimes the pilot will be offered a VFR pattern to come back around and land, and sometimes IFR climb-out instructions will be given to put the aircraft back into sequence with other arrivals (usually runway heading and 2000 feet MSL). In the event of missed approach, aircraft will execute the published missed approach for the instrument approach procedures being flown.

8.13. **Civilian Aircraft Operations.**

8.13.1. Per LOA, CATCT is allowed to use Taxiway Delta to taxi civilian aircraft. The LOA may be revoked, amended, or suspended by the AOF/CC or AFM at any given time based on USAF mission requirements.

8.13.1.1. CATCT must advise aircraft using Taxiway Delta that it is a non-movement area. This advisory is issued via the ATIS.

8.13.2. Civilian carriers and general aviation aircraft are not allowed on the military parking ramp and pads without prior coordination with 437 OSS/OSA.

8.13.2.1. CATCT will immediately activate the primary crash phone to issue a warning of an unauthorized aircraft entering the military parking ramp when an aircraft fails to obey taxi instructions for DO NOT ENTER military ramp.

8.13.2.2. The AOF/CC or AFM have been delegated the authority to allow civilian aircraft to park on the military ramp IAW the provisions in AFI 10-1001, *Civil Aircraft Landing Permits*.

8.14. **Civil Use of Military ATCALS.** All RAWS systems at KCHS are available for use by civil and military aircraft. ATCALS facilities are owned/maintained by the FAA and auxiliary power is provided as required by the FAA.

8.15. **Aero Club Operations.** There are no aero club operations at KCHS.

8.16. **Weather Dissemination and Coordination Procedures.**

8.16.1. The Barksdale Operational Weather Squadron (26 OWS) provides automated Weather Watch/Warning/Advisory (WWA) notifications via Joint Environmental Toolkit (JET) and Integrated Weather Warning Capability. During JET outages, the Weather Flight (WF) or 26 OWS will make manual telephone calls to CP, AM and Weapons Station Dispatch.

8.16.2. All Joint Base Charleston (JB CHS) WWAs will be viewable by anyone with Non-Classified Internet Protocol Router (NIPR) access to the 26th OWS website at: **https://26ows.us.af.mil/tech_ref/idp/index.cfm?icao=KIGC**

8.16.3. AM will:

8.16.3.1. Disseminate WWA notifications IAW JBCI 15-101, *Weather Support*.

8.16.3.2. Notify WF personnel of in-flight, ground emergencies or mishaps and termination via the secondary crash network.

8.16.3.3. Coordinate with WF in advance of the need to switch Bldg. 169 from commercial electrical power to generator power and back again.

8.16.3.4. Issue NOTAMs as required for equipment outages as requested by WF personnel and IAW AFI 11-208.

8.16.4. Lightning Safety.

8.16.4.1. When a lightning watch is issued the following guidelines shall be followed:

8.16.4.1.1. General Activities. Personnel should enhance their situational awareness of approaching lightning and take protective measures to lessen possible exposure.

8.16.4.1.2. Airfield Operations. Aircrews wishing to depart before lightning is in the area should complete ground ops. If not operationally possible, off/on-loads should prepare to cease due to imminent lightning within 5 NM. Aircrews should request transportation well before lightning is within 5 NM of the airfield.

8.16.4.1.2.1. When a lightning warning is issued the following guidelines shall be followed:

8.16.4.1.2.1.1. General Activities.

8.16.4.1.2.1.1.1. Personnel will seek shelter away from tall trees, large bodies of water, and open areas until the lightning has passed. Cell phone use is not advised.

8.16.4.1.2.1.1.2. Emergency responders (e.g., fire, rescue, and security) should assess the situation and proceed if determined that they will not become a victim for imminent hazard.

8.16.4.2.1.2. Airfield Operations.

8.16.4.2.1.2.1. Departing aircraft will not start engines. If engines are already running, crews should attempt to depart if possible. If departure is not

possible, keep engines running and remain in the aircraft.

8.16.4.2.1.2.2. Landing aircraft will coordinate with CP for a parking spot not requiring a block-in crew (e.g., a spot without adjacent aircraft). If no such spot is available, the aircraft commander will position the aircraft at an appropriate temporary location.

8.16.4.2.1.2.3. Do not deplane a scanner for block-in or engine shutdown. Extend engine operation during the period of the lightning warning is at the aircraft commander's discretion.

8.16.4.2.1.2.2.2. Aircraft commanders shall not deplane passengers/aircrew during a lightning warning. However, when the hazard/risk associated with personnel remaining on the aircraft outweigh the risk associated lightning (e.g., patient in a possible life/death situation, health hazard to passengers due to malfunctioning climate control, smoke/fumes) the aircraft commander shall perform an ORM risk assessment and if necessary contact CP for immediate fire, medical, or transportation assistance. CP will contact the OG/CC for approval to off-load aircraft or direct them to remain on board.

8.16.4.2.1.2.2.3. Passengers or crewmembers will not deplane during a lightning warning for simple convenience or comfort.

8.16.4.3. To preserve the safety of personnel and assets, workers and supervisors have the authority/right to stop outdoor operations when lightning is observed in the vicinity.

8.17. **Snow Removal Operations.**

8.17.1. Snow removal operations are not conducted at Charleston Airfield.

8.17.2. In the event of an accumulation of snow/ice/slush on the airfield, the AFM or designated representative will determine whether or not to close the airfield.

8.18. **Bird/Wildlife Control.**

8.18.1. The 437 AW BASH Program is conducted IAW AFI 91-202, *US Air Force Mishap Prevention Program,* AFPAM 91-212, *Bird/Wildlife Aircraft Strike Hazard (BASH) Management Program,* 12 Jul 21.

8.18.2. The 437 AW/SEF is the overall OPR for the JB CHS BASH program.

8.18.3. Mitigation is accomplished through the use of harassment and depredation, and by restricting military flying operations.

8.18.4. Migratory bird threat: The Charleston Airfield lies along a minor migratory route and the open space sometimes attracts species for rest and feeding. Some species migrate through the airfield at particular times of the year increasing the total number of birds.

8.18.4.1. During heightened times of bird migration, Phase II BASH procedures may be implemented as listed in the AFI ll-2C-17 V3,*C-17 Operation Procedures*, 437 AW Flight Crew Bulletin and/or Flight Crew Information File.

8.18.4.2. The Phase II BASH period is normally 1 April – 31 May and 1 Aug – 30 Nov.

8.18.4.3. If bird migration is prolonged, or starts earlier than normal, the 437 OG/CC may modify Phase II periods as necessary, with recommendations provided by SEF.

8.18.5. Indigenous bird threat: The Charleston Airfield is inhabited year-round by several species of birds regardless of the migration of birds, or times of year. When the local bird population is comprised mostly of indigenous birds rather than migrating birds, Phase I BASH procedures, which are outlined in AFI 11-2C-I7 V3, the 437 AW Flight Crew Bulletin and/or Flight Crew Information File are in effect.

8.18.6. Wildlife Control Contractor. The wildlife control contractor is the primary executor of all wildlife dispersal efforts at the Charleston airfield IAW their Statement of Work. They report directly to 437 AW/SEF, who is the OPR for wildlife control activities.

8.18.7. Bird/ Hazard Working Group (BHWG). A coordinated agency effort aimed primarily at preventive measures that provide the best chance of avoiding a collision between birds/wildlife and aircraft.

8.18.7.1. The 437 AW/SEF is the OPR for the BHWG.

8.18.7.2. The BHWG meets semi-annually, typically before the start of Phase II. Chaired by the 437 AW/CV, the BHWG and members include: 437/315 OG/CC/CD, 437/315 MXG/CC/CD, 437/315 AW SEF, 437/315 flying squadron safety representatives, 437 OSS/OSA, 628 ABW PA, 628 ABW JA, 628 CES/CEIE, Wildlife Control Contractor, CATCT Representative, and CCAA Director of Operations.

8.19. **Bird Watch Conditions (BWC).**

8.19.1. Completely separate from the BASH Phase I or II distinction, the BWC measures the immediate and continuously changing bird threat. It measures the threat only within close proximity to the runways. It does not in any way, give data or bird activity information for low level routes (consult the Bird Avoidance Model and Avian Hazard Avoidance System databases for this information). The threat is determined by observation of the type of birds seen, the quantity of birds, and the proximity of the birds to the runways.

8.19.2. Changing BWC. BWC is formally changed by AM. Recommendations for BWC changes can come from anyone (tower, aircrew, safety, etc.), but the final approval authority for changing the BWC lies with AM. Personnel observing bird concentrations on the airfield, as defined in 8.20.3.1 through 8.20.3.3 of this instruction will call AM with the appropriate information. This information should include, at a minimum, the type, quantity, and location of the birds. AM will pass all pertinent information to CATCT, CP, and will update the airfield status board. EXCEPTION: If the Wildlife Control Contractor sees a threat that represents an immediate extreme threat, they will call CATCT with all appropriate information (change in BWC, location of species, species type, other important information, etc.) and immediately disperse/eradicate the species. Upon completion, they will back brief AM as soon as possible. AM will pass all pertinent information to CP, and will update the airfield status board.

8.19.3. There are three types of BWC:

8.19.3.1. BWC LOW is defined as no significant threat of bird activity in the local pattern. Flying operations are not restricted.

8.19.3.2. BWC MODERATE is loosely defined as concentrations of 10 to 15 large birds (e.g., egrets, waterfowl, raptors, gulls, etc.) or 15 to 30 small birds (e.g., terns, swallows, etc.) observed in locations that represent an increased potential for strike. Initial takeoffs and final landings are allowed as long as departure and arrival are planned to avoid identified bird activity.

8.19.3.3. BWC SEVERE is loosely defined as heavy concentrations of birds (i.e., more than 15 large birds or 30 small birds) on or above the runway, taxiways, in-field areas and departure or arrival routes or in areas that represent an imminent hazard to safe flying operations. Takeoffs and landings are prohibited without OG/CC (or higher) approval.

8.20. **Supervisor of Flying (SOF).** There is no SOF program at the 437 AW.

8.21. **Airfield Photography.** The 628 ABW/PA office is the approval authority for taking photographs on the airfield.

8.22. **Tactical Arrival/Departure Procedures.**

8.22.1. Upon request by the aircrew and as soon as traffic conditions permit, CATCT will authorize the aircraft to fly the requested procedure.

8.22.2. The 437/315 OG/CCs will ensure all pilots authorized to use these procedures comply with the contents of this instruction while conducting threat avoidance arrivals and departures at Charleston Airfield.

8.22.3. Pilots will maintain VFR at all times.

8.22.4. IFR flight plan will automatically cancel upon receipt of approval to commence threat avoidance/tactical approach.

8.22.5. Tactical operations are authorized during airport operating hours.

8.22.6. Upon initial contact with Charleston Approach Control or Clearance Delivery, as appropriate, the aircrew will request one of the following procedures and provide all necessary information.

8.22.6.1. Random Steep Approach: Coordinate direction of downwind and base with tower before starting the maneuver. Aircraft will fly up initial at 250 Knots Calibrated Airspeed (KCAS) maximum and 5,000 feet MSL (aircrews may request higher), or as assigned by ATC; execute slowdown as necessary overhead the field, configure and establish a spiraling descent. Arrive on a visual downwind 1,000 – 1,500 feet AGL and displaced 1.5 - 2 NM; plan a base to roll not less than ½ mile from landing threshold.

8.22.6.2. Random Shallow Approach: Aircrew will request a random altitude and run-in heading from approach control or tower. The aircrew will fly a maximum airspeed of 230 KCAS and will maneuver to rollout on final not less than ½ mile from landing threshold.

8.22.6.3. VFR Overhead: This is a conventional military overhead pattern flown from a 5 NM initial at the published altitude and 230 KCAS. Aircraft will break between approach end and mid-field (or as directed by ATC) using 45 degrees of bank. Aircrews will plan a base to roll out on final on a normal glide path. Do not descend below 1,000 AGL before turning base.

8.22.6.4. Spiral Departure: After takeoff or low approach and approval by ATC, aircraft will establish a positive rate of climb. Then commence a spiral climb with a maximum turn radius of 3NM from the center of the departure runway. Continue spiral climb until intersecting the first tangent to the desired course and leveling at the ATC cleared altitude. Remain VFR throughout this maneuver.

8.23. **Station Keeping Equipment (SKE)/ Formation Flight System (FFS) Arrival Procedures.**

8.23.1. The 437 AW are considered Military Authority Assumes Responsibility for Separation of Aircraft (MARSA) within the formation cleared to use the SKE/FFS arrival.

8.23.2. Pilots will request a SKE/FFS Arrival using the following phraseology: Pilot: "CHARLESTON APPROACH (call sign) REQUEST (SKE/FFS arrival, approach and runway)." Example: Charleston Approach, Moose 30, request Riverdog Arrival, ILS Runway 15 Approach.

8.23.3. If the request can be approved and traffic conditions permit, the controller will, if necessary, descend the aircraft to 3,000 feet and clear the aircraft using the following phraseology: Controller: "(Call sign) CLEARED (SKE/FFS arrival) RUNWAY (selected runway). (Any restrictions necessary)." Example: Moose 30 Heavy, Cleared Riverdog Arrival, Runway 15 Approach.

8.23.4. Clearance for the SKE/FFS ARRIVAL is clearance for the ARRIVAL and the requested APPROACH.

8.23.5. If an aircraft experiences SKE/FFS failure after arrival procedures have started and at any point prior to turning final, the pilot will immediately notify Charleston ATCT, then break away from the formation.

8.23.6. These approach procedures may be used under visual or instrument meteorological conditions. During instrument conditions, approaches may be flown down to the lowest applicable command-directed minimums compatible with approach being flown.

8.23.7. SKE/FFS formations will not be issued holding instructions.

8.23.8. In the event of a missed approach, aircraft will execute the published missed approach for the instrument approach procedure being flown, in coordination with CATCT.

8.23.9. Formations larger than four aircraft WILL NOT use these procedures without prior coordination with and approval from the Charleston ATCT operations supervisor.

8.23.10. See United States Standard Terminal Arrival FLIP for SKE/FFS arrival diagrams.

8.24. **Remotely Piloted Aircraft (RPA)/sUAS Procedures.**

8.24.1. RPA/sUAS operations are not normally conducted at Charleston airfield.

8.24.2. Units wishing to conduct RPA/sUAS operations in Charleston's airspace must contact AM and/or sUAS Program Manager to coordinate course of action and NOTAM requirements.

8.24.3. Joint Base Charleston sUAS CONEMP further addresses sUAS procedures outside of military RPA operations.

9. NORTH AUXILIARY AIRFIELD (KXNO) GENERAL INFORMATION

9.1. **Runways.**

9.1.1. Runway 06/24 is 150 feet wide and 10,003 feet long, including 1,000 feet concrete overruns. The surface is grooved asphalt. The thresholds on both ends are displaced by 1,000 feet to provide the concrete overruns. The overruns/displaced thresholds are usable for taxi and take-off roll providing 9,000 feet available for take-off and 9,000 feet available for landing.

9.1.2. Landing Zone (LZ) 05/23 is 90 feet wide and 3,501 feet long with 300 foot paved overruns. The surface is grooved asphalt.

9.1.3. See **Attachment 6** for airfield diagram.

9.2. **Intersection Departures.** (See **Attachment 6**)

9.2.1. Runway 06/24.

9.2.1.1. Runway 06 from Taxiway Charlie, 2,755 feet remaining plus 1,000 feet of overrun.

9.2.1.2. Runway 24 from Taxiway Charlie, 5,246 feet remaining plus 1,000 feet of overrun.

9.2.2. Landing Zone 05/23. No intersection departures.

9.3. **Runway Selection Procedures.**

9.4.1. Upon initial contact, aircrews will state desired runway. LZ/DZ Operations Support Specialist will recommend the active runway IAW FAA Order 7110.65, **Chapter 3**, Section 5, Runway Selection.

9.4. **Taxiways.** (See **Attachment 6**)

9.4.1. Taxiway Alpha. Asphalt, 75 feet wide, good condition, with taxiway lights.

9.4.2. Taxiway Bravo. Asphalt, 75 feet wide, good condition, with taxiway lights.

9.4.3. Taxiway Charlie. Concrete, 75 feet wide, excellent condition, with taxiway lights.

9.4.4. Taxiway Delta. Concrete, 75 feet wide, good condition, with taxiway lights.

9.4.5. Taxiway Echo. Concrete, 75 feet wide, good condition, with taxiway lights.

9.4.6. Taxiways Foxtrot and Golf are closed.

9.5. **Control of Ground Traffic in the Controlled Movement Area (CMA).**

9.5.1. LZ/DZ Operations Support Specialist are responsible for providing advisory services to aircraft and control of vehicles and/or pedestrians on the CMA. The CMA is defined as the area on or within 100 feet of runways and runway overruns, within the runway clear zones and all taxiways.

9.5.2. Ground operators within the KXNO CMA must establish and maintain two-way radio communications with LZ/DZ Operations Support Specialist prior to entry in the CMA. (See **Attachment 6**)

9.5.3. No vehicle or person may enter the CMA without specific approval from LZ/DZ Operations Support Specialist. Vehicles and/or pedestrians may be escorted into the CMA by another vehicle and/or pedestrian that has two-way radio contact with LZ/DZ Operations Support Specialist.

9.5.4. Permission into the CMA DOES NOT constitute permission on to a runway. Permission to enter a runway requires a separate specific clearance from LZ/DZ Operations Support Specialist to do so.

9.5.5. Vehicular movement shall be conducted via non-aircraft movement areas, airport perimeter or other access roads to the maximum extent possible. Vehicle operations within the CMA will not be authorized for the sake of convenience or as a shortcut. Except during NVD operations, vehicles operating on the airfield will use beacon lights and/or flashers.

9.5.6. Runway crossings are restricted to mission essential duties. Note: When crossing a runway is required during flying operations, the preferred crossing point is the departure end.

9.5.7. Runway checks will be conducted when required and in a direction opposite to the aircraft traffic flow, if possible.

9.5.8. All personnel required to operate a vehicle on the airfield must be trained and certified on local airfield driving procedures IAW AFI 13-213_AMCSUP_JBCHARLESTONSUP and possess an AF IMT 483, *Certificate of Competency*, endorsed for airfield driving on the Charleston airfield. Personnel performing escort duties must be trained, certified and authorized to drive on the airfield and be fully aware of associated responsibilities.

9.5.9. Vehicle control procedures are further detailed in AFI 13-213_AMCSUP_JBCHARLESTONSUP.

9.6. **Lost Communications Procedures.**

9.6.1. Light Gun Signals. In the event of lost communications, LZ/DZ Operations Support Specialist may use light gun signals to control vehicles. Vehicle operators must comply with all light gun signals from the Control LZ ops facility. (See **paragraph 2.7.1** for description of light gun signals.)

9.6.2. In the event of communications loss between LZ/DZ Operations Support Specialist and a vehicle operator not responding to light gun signals, LZ/DZ Operations Support Specialist will raise and lower the intensity levels of the runway edge lights. The purpose of this signal is to alert the vehicle operator to immediately exit the runway. All vehicle operators/pedestrians must exit the runway immediately. Contact LZ/DZ Operations Support Specialist or AM immediately and advise off the runway and include any pertinent information that might affect safe runway operations. If not able to communicate with LZ/DZ Operations Support Specialist, use other means of communication such as a cellular phone (when available).

9.7. **Airfield Lighting.**

9.7.1. Runway 06/24 is equipped with HIRL.

9.7.1.1. Pilot Controlled Lighting is available on Runway 06/24 (Freq. 131.1).

9.7.1.2. There is no approach lighting system associated with Runway 06/24.

9.7.2. All taxiways are equipped with taxiway lights.

9.7.3. LZ/DZ Operations Support Specialist are responsible for the daily inspection of the airfield lighting. 628 CES, airfield lighting element, is responsible for maintenance and upkeep of airfield lighting systems.

9.7.4. Distance remaining lights.

9.7.5. High intensity runway edge lights.

9.7.6. Landing Zone 05/23 “box and one” overt/covert lighting.

9.7.7. The taxiway lights and signs on taxiways A, B, C, D, and E.

9.7.8. Airfield Beacon.

9.8. **Permanently Closed/Unusable Portions of the Airfield.** Taxiways Foxtrot and Golf are closed and are depicted in **attachment 6**.

9.9. **Aircraft Arresting Systems.** There are no aircraft arresting systems at KXNO.

9.10. **Parking Plan/Restrictions.** There is no parking ramp at KXNO.

9.11. **Landing Zone/Drop Zone Facilities.** KXNO is an advisory only LZ/DZ facility. Standard operating hours are 0900-0430L Monday – Thursday.

9.12. **Local Radio Frequencies.**

9.12.1. LZ ops facility (Advisory) – 120.475, 235.775.

9.12.2. Columbia Approach – 124.15, 338.20.

9.12.3. Command Post – 134.1, 349.4.

9.12.4. Flight Service Station – 122.1, 122.2, 122.5, 255.4.

9.13. **RAWS Maintenance and PMI Program.** KXNO ATCALS are managed by the 437 OSS/OSAM. PMIs are conducted on a periodic basis.

9.14. **Transient Alert Service.** There is no transient alert service at KXNO.

9.15. **ATIS.** LZSOs broadcast ATIS information IAW FAA Order 7110.65, **Chapter 2**, Section 9, ATIS Procedures. Freq: 257.925MHz

9.16. **Aircraft Special Operations Areas.**

9.16.1. Combat Off-Load/FARP operations.

9.16.1.1. Crews will coordinate with 437 OSS/OSO.

9.16.1.2. Taxiway Echo south of Taxiway Delta is the designated area. (See **Attachment 6**)

9.16.1.2.1. If combat off-load extends past the intersection of Taxiways Echo and Delta, Runway 23 will be closed until Aerial Delivery is able to pick up off-load. Aerial Delivery (AD) will also conduct a FOD check.

9.16.1.3. Aircrew will notify LZ/DZ Operations Support Specialist prior to combat off- load/FARP ops to ensure a safe operating area.

9.16.1.4. After the combat off-load, LZ/DZ Operations Support Specialist will coordinate with AD to retrieve dropped material. AD will also conduct a FOD check.

9.17. **NVD Operations.**

9.17.1. Scheduling. NVD operations at KXNO will be scheduled through 437 OSS/OSO.

9.17.2. Aircrew will notify LZ/DZ Operations Support Specialist for desired NVD lighting settings.

9.17.3. Weather and illumination requirements are IAW applicable aircraft AFIs.

9.17.4. NVD traffic patterns and taxi routes are at pilot's discretion, standard noise abatements apply.

9.17.4.1. KXNO provides advisory services only. Therefore, participating, and non-participating aircraft may be present conducting simultaneous/sequential operations.

9.17.5. Initiation/Termination/Restart.

9.17.5.1. If changes to lighting configuration are required, coordinate with LZ/DZ Operations Support Specialist.

9.17.5.2. In case of emergency, LZ/DZ Operations Support Specialist will turn on all overt airfield lighting.

9.17.6. LZ ops facility lighting will be at LZ/DZ Operations Support Specialist discretion.

9.17.7. Aircraft lighting will be IAW AFI 11-2C-17 V3. Vehicle lighting will be IAW AFI 13-213_AMCSUP_JBCHARLESTONSUP.

9.18. **Aircraft Towing Procedures.** Aircraft are not normally towed at KXNO. Disabled aircraft requiring tow for maintenance will be coordinated with LZ/DZ Operations Support Specialist.

9.19. **Aircraft Taxiing Requirements.**

9.19.1. There are no taxi/wingtip clearance restrictions at KXNO.

9.19.2. Aircrews and ground personnel retain responsibility for safe operations while operating on the airfield.

9.20. **Airfield Maintenance.** Airfield sweeper/mowing operations will be conducted in coordination with LZ/DZ Operations Support Specialist.

9.21. **Airfield Construction.** Refer to Part I, **Ch. 1**.22.

9.22. **Runway Surface Condition (RSC)/Runway Condition Reading (RCR).**

9.22.1. LZ/DZ Operations Support Specialist will report RSC condition changes, (wet or dry runways), to AM. Note: Due to little or no record of snow accumulation, friction measuring equipment is not maintained at KXNO. NO RCR WILL BE REPORTED.

9.22.1.1. AM will send a NOTAM to report wet RSCs.

9.22.1.2. When water is the only form of visible moisture on 25 percent of the usable runway surface area, the RSC will be reported as “wet.”

9.22.1.3. Regardless of RSC, report the existence, location and depth of any standing water (e.g., ponding, water patches, puddles, etc.) to the nearest 1/10th of an inch. If no standing water is present on a wet runway, RSC will be reported as “wet with no standing water”.

9.22.1.4. When slush is on the runway, and ice or snow is not present, the RSC will be reported as “slush on runway.”

9.22.1.5. A physical check/examination of the runway is required to determine RSC “dry.”

9.22.1.6. All RSC changes and actions will be annotated on the Airfield Operations AF Form 3616, Daily Record of Facility Operation.

9.22.1.7. In the event of an accumulation of snow/ice the runway, the predominant RSC will be reported. Note: Based on recommendations from LZ/DZ Operations Support Specialist, AFM or designated personnel will make the determination as to whether to close the airfield or not.

9.23. **Airfield Inspections/Checks.**

9.23.1. AFM or designated representative will conduct a quarterly joint airfield inspection. Representatives from Safety (Flight/Ground), CE (waivers/pavements) will participate. 628 SFS participation is recommended. The quarterly joint inspection will be documented using the Charleston Airfield Inspection worksheet and maintained IAW Air Force RDS, **Table 33- 46**, Rule 31.00. AFM or designated representative will conduct monthly airfield inspection.

9.23.2. AM will conduct and document an inspection with representatives from 628 CES and Safety (Flight/Ground) before and after completion of any airfield construction, changes or additions to the flying mission, changes affecting existing aircraft parking/taxi procedures or contingency exercises involving the airfield. Emphasis will be on "mission impact" of affected area(s) and necessary changes to the safety plan and the construction waiver.

9.23.3. AM will conduct and document an annual Airfield Certification/Safety Inspection. Representatives from Safety (Flight/Ground), CE (waivers/pavements) will participate.

9.23.3.1. As required, representatives from RAWS, Weather, 626 SFS, and TERPS are highly encouraged to attend.

9.23.3.2. This inspection will be documented using the Airfield Certification/Safety Inspection form contained in attachment 2 of AFMAN 13-204v2.

9.23.4. LZ/DZ Operations Support Specialist will conduct and document an airfield check one hour before the start of daily flying activities each day and as required throughout the day to identify, document and report FOD/BASH/Habitat control, ponding, etc. for correction. The checks will entail but are not limited to the runways, taxiways, and infield areas.

9.23.4.1. At a minimum, the following items/areas will be checked:

9.23.4.1.1. Obstacles and obstructions to safe aircraft operations IAW UFC 3-260-1.

9.23.4.1.2. Airfield construction areas IAW UFC 3-260-1, Appendix B, section 14.

9.23.4.1.3. Airfield markings IAW UFC 3-260-04.

9.23.4.1.4. Airfield signs IAW UFC 3-535-01.

9.23.4.1.5. Airfield lighting IAW UFC 3-535-01. Use the Airfield Lighting Chart (Attachment 3) to determine allowable outages and actions to take in the event of specific system failures.

9.23.4.1.5.1. Conduct and document daily nighttime/evening airfield lighting serviceability and marking retro-reflectivity check as soon as possible after sunset.

9.23.4.1.5.2. Check the operation of airfield lighting systems, to include the different intensity levels (steps 1-5), as applicable.

9.23.4.1.6. Check mountings for frangibility and grading requirements (+ or – 3 inches).

9.23.4.1.7. Check for obscured visibility.

9.23.4.1.8. Pavement areas damage deterioration.

9.23.4.1.9. Bird/wildlife management IAW JBCI 91-212.

9.23.4.1.10. Any other condition that inhibits the safe movement of aircraft.

9.23.5. LZ/DZ Operations Support Specialist will perform additional airfield checks throughout the day. Airfield checks are required following events such as: unauthorized aircraft landings, severe weather, airfield driving violations, natural disasters (e.g., tornado, hurricane, earthquake etc.) to check for conditions that could affect safe airfield operations.

9.23.6. LZ/DZ Operations Support Specialist conducting airfield checks must be fully trained and certified on all required items. (See AFI 13-204v3, **Chapter 17**)

9.23.7. The results of the daily check will be annotated on the KXNO daily log and maintained IAW Air Force RDS, Table 33-46, Rule 31.00.

9.24. **Opening/Closing/Suspend Runways and Taxiways.**

9.24.1. AM or LZ/DZ Operations Support Specialist have the authority to open/close airfield, suspend/resume runway and taxiway operations when any unsafe situation/occurrence affects the airfield. Prior to resuming operations, a FOD check must be completed.

9.24.1.1. LZ/DZ Operations Support Specialist will notify AM of all closures as soon as practical.

9.24.1.2. LZ/DZ Operations Support Specialist will respond to the airfield immediately in order to resolve the situation as necessary.

9.24.2. Closures include both short and extended time-period events (e.g., in-flight/ground aircraft recovery operations, FOD removal, dispersal of severe bird/wildlife activity, construction/repair activities, aircraft mishap, etc.).

9.24.3. AM in coordination with Wing Leadership, will close the airfield for hazardous weather occurrences such as hurricanes.

9.24.4. AM will send the appropriate NOTAMs IAW AFI 11-208 for airfield closures.

9.24.5. AM will inform HQ AMC/A3AP at least 96 hours prior to the effective date of planned airfield closures for wider dissemination. Notify HQ AMC/A3AP as soon as possible of unexpected (no-notice) restrictions.

9.24.6. AM will ensure host/tenant units are informed of preplanned closures/restrictions through the appropriate channels.

9.24.7. AM has the authority to resume airfield, runway and taxiway operations.

9.24.8. AM has the authority to impose the following restrictions:

9.24.8.1. Limit operations to specific types of aircraft. Note: Airfield restrictions establishing limitations on the number or type of aircraft using an airfield will be coordinated with HQ AMC/A3AP, 437 AW/CC, 437 OG/CC, AOF/CC and CP.

9.24.8.2. Restrict use of an airfield due to classified operations when normal activity would compromise security.

9.24.8.3. Restrict use of an airfield when facilities and services are reduced or lack of sufficient resources (e.g., for major construction, reduced aircraft rescue and firefighting capability, etc.).

9.24.8.4. Prohibit low approaches, restricted low approaches and practice landings when airfield activities are in the vicinity of, or on the runway. Note: Coordinate these types of restrictions with the 437 OG/CC through the AOF/CC and notify Wing and tenant flying units.

9.24.8.5. Restrict use of an airfield during NVD or blacked-out airfield operations to reduce the potential of normal activity compromising safety.

9.25. **Engine Run Procedures.** Maintenance engine runs will be conducted on a case by case basis.

9.26. **Noise Abatement.** Aircraft closed traffic will avoid overflying the town of North, SC.

9.27. **Protection of Precision Approach Critical Areas.** There are no precision approach instruments at KXNO.

9.28. **Restricted/Classified Areas.** There are no restricted/classified areas at KXNO.

9.29. **Auxiliary Power for ATCALS facilities.** The AN/FMQ-19 at KXNO have generator back-up capability.

10. NORTH AUXILIARY AIRFIELD FLYING AREAS

10.1. **Airspace.**

10.1.1. The airspace over KXNO is normally Class E/G. Aircrew will cancel IFR when initiating operations at KXNO.

10.1.2. KXNO does not provide ATC service.

11. NORTH AUXILIARY AIRFIELD VFR PROCEDURES

11.1. **VFR Weather Minimums.**

11.1.1. Normal VFR weather minimums are 3,000 feet ceilings and 5 nautical mile visibility.

11.2. **VFR Traffic Patterns.** (See **attachment 7**)

11.2.1. Rectangular – 1,300 feet MSL.

11.2.2. Overhead – 1,800 feet MSL.

11.2.3. Runways 23 and 24 are typically left turn. Runways 05 and 06 are typically right turns. Other patterns may be flown traffic permitting. Note: Do not overfly the town of North, SC below 2000 MSL.

11.3. **Special Procedures - Drop Zone Operations.** (See **attachment 8**)

11.3.1. There are 10 Drop Zones at KXNO.

11.3.1.1. North Field East-West may be used for all drops.

11.3.1.2. North Field South-North may be used for all drops.

11.3.1.3. North Field Circular may be used for all drops.

11.3.1.4. Santee may be used for all drops.

11.3.1.5. Whelan may be used for all drops.

11.3.1.6. Swampfox may be used for all drops.

11.3.1.7. Beaver may be used for only CDS, Personnel and Door Bundles.Note: Drops of combat rubber raiding craft are not authorized.

11.3.2. Ground Operations.

11.3.2.1. All personnel operating motorized vehicles on KXNO will have a current AF IMT 483, , and receive day and night time orientation to include hazardous driving areas, or be escorted by a licensed airfield driver. Note: Nighttime orientation may be waived if there will be no expected nighttime driving.

11.3.2.2. Personnel operating on the airfield must maintain two-way communications with LZ/DZ Operations Support Specialist.

11.3.2.3. LZ/DZ Operations Support Specialist will NOT allow personnel/equipment within 150 ft of an active runway edge during operations to the runway.

11.3.2.4. LZ/DZ Operations Support Specialist will NOT allow personnel/equipment within 100 ft of an active taxiway shoulder edge during aircraft operations on the taxiway.

11.3.2.5. When operating on the airfield, vehicles will use beacon lights and/or flashers. IR flashers/beacons will be used during NVD operations.

11.3.2.6. Vehicle tire FOD checks will be performed prior to entering any paved airfield runway or taxiway.

11.3.3. DZ Ground Operations.

11.3.3.1. LZ/DZ Operations Support Specialist will:

11.3.3.1.1. Review the flight operations schedule with AD and develop a plan of action for scheduled airdrop missions.

11.3.3.1.2. Notify AD when the aircraft is no less than 10 minutes out from "drop". Primary notification will be via Motorola radio, secondary will be via cellphone.

11.3.3.1.2.1. If neither means of communication work, LZ/DZ Operations Support Specialist will attempt to signal AD using the light gun.

11.3.3.1.2.2. If no communication is established with AD and LZ/DZ Operations Support Specialist are not certain that the DZ is clear, LZ/DZ Operations Support Specialist will notify the aircraft "NO DROP".

11.3.3.1.2.3. Drop operations may resume if communication is re-established between LZ/DZ Operations Support Specialist and AD.

11.3.3.1.3. Only clear aircraft to "DROP" when the DZ is safe by verbal confirmation that AD is off the DZ, or visual verification that AD has left the DZ and is confident that no personnel or equipment is on the DZ.

11.3.3.1.4. Suspend all airdrops when a malfunction occurs on or off KXNO to allow Malfunction Officer to initiate malfunction investigation IAW AFI 13-210(I), Joint Airdrop Inspection Records, Malfunction/Incident Investigations, and Activity Reporting.

11.3.3.1.5. Coordinate load recovery operations with AD during combination airland and airdrop operations.

11.3.3.1.6. Advise AD during follow-on airlands after airdrops to:

11.3.3.1.6.1. Recover parachutes that may have blown onto runway/taxiway or within 150 feet from the edge of runway/taxiway prior to next aircraft approach or landing.

11.3.3.1.6.2. Wait until airlands are complete to recover loads. 11.3.3.1.6.3. Recover loads and exit DZ with vehicle lights.

11.3.3.1.6.4. Recover loads after aircraft has departed KXNO.

11.3.3.1.7. Verbally advise AD of all weather watches, warning and advisories affecting KXNO IAW JB KCHS I 15-101.

11.3.3.1.8. LZ/DZ Operations Support Specialist will NOT ALLOW:

11.3.3.1.8.1. AD to operate on Taxiway Delta during aircraft operations to Runway 05/23.

11.3.3.1.8.2. AD to operate within 150 ft of runway edges during aircraft operations to that runway.

11.3.3.1.8.3. AD to operate within the runway Clear Zones: Runway 05/23 (500’ Box off each end centered on runway centerline), Runway 06/24 (3000’ box off each end centered on runway centerline).

11.3.3.1.8.4. Aircraft operations after an airdrop mission until all packages are accounted for, totally ensuring no FOD is on the runways/taxiways.

11.3.3.1.8.4.1. If a specific runway/taxiway cannot open due to FOD, LZ/DZ Operations Support Specialist will contact AM to NOTAM the runway/taxiway closed.

11.3.4. AD will:

11.3.4.1. Upon arrival at KXNO, review the flight operations schedule with LZ/DZ Operations Support Specialist.

11.3.4.2. NOT enter/cross DZs, runways, taxiways and/or overruns without permission from LZ/DZ Operations Support Specialist.

11.3.4.3. Notify LZ/DZ Operations Support Specialist when out of/off DZs, runways, taxiways and/or overruns.

11.3.4.4. Notify LZ/DZ Operations Support Specialist when departing KXNO.

11.4. **Reduced Runway Separation Procedures.** Reduced runway separation is not applicable unless utilizing MARSA.

11.5. **Intersection Departures.** Intersection departures are described in Part II, **Ch. 1**, p. 1.2 of this instruction. (See **Attachment 6**)

12. NORTH AUXILIARY AIRFIELD IFR PROCEDURES

12.1. **Radar Traffic Patterns.** No radar patterns exist for KXNO. Radar vectors are based on prevailing air traffic and Columbia Approach Radar Controller discretion.

12.2. **Local Departure Procedures.** Aircraft will depart VFR and contact Columbia Approach as soon as practical. LZ/DZ ops support personnel cannot issue a climbout to aircraft.

12.3. **Local Control Departure area.** Columbia Approach controls the local departure area.

12.4. **Radar Vectors to Initial.** There are no radar vectors to initial at KXNO.

13. NORTH AUXILIARY AIRFIELD EMERGENCY PROCEDURES

13.1. **Operation of the Crash Net.**

13.1.1. The Crash Net is comprised of the North Field Advisory LZ ops facility and CEF.

13.1.1.1. LZ/DZ Operations Support Specialist will activate the crash net for all aircraft mishaps. In addition, the crash net will be activated for all inbound and ground emergencies, suspected hijack/unauthorized aircraft movements, aircraft bomb threats, hot brakes, fuel spills, or when requested by competent authority (e.g., AM, 437/315 AW/CC, 437/315 OG/CC).

13.1.2. Reactivate the crash net with additional or essential information (i.e., aircraft accident, aircraft veers off runway) when available. The aircraft location will be given in general terms. Grid coordinates will not be given, unless previously received from CEF.

13.1.3. LZ/DZ Operations Support Specialist will notify AM of any in-flight/ground emergency or aircraft mishap. AM will notify AFM, AOF/CC, CP, 628/437 AW/SE.

13.1.4. Perform a daily operational check of the crash net.

13.2. **In-flight and Ground Emergency Procedures.**

13.2.1. LZ/DZ Operations Support Specialist will:

13.2.1.1. Hold the movement of ground traffic affecting the emergency response until emergency equipment is positioned in the designated standby points. Ground traffic that can be routed clear of emergency equipment may continue operations.

13.2.1.2. Discontinue all arrivals, departures, taxi operations and affected ground traffic movements in sufficient time to ensure availability of the landing area to emergency aircraft.

13.2.1.3. Upon termination of firefighting/rescue operations, normal operations will resume with authorization from AM.

13.2.2. Crash Recovery Support will:

13.2.2.1. Ensure Crash Recovery personnel (vehicle operator or passenger) responding to airfield emergencies are CMA airfield driver certified and establish radio communications with LZ/DZ Operations Support Specialist prior to entering the controlled movement area (e.g., runway entry/crossing).

13.2.2.2. Ensure Environmental Support for fuel/chemical spills will be requested by the on-scene commander through the CP.

13.3. **Civil Aircraft Incidents at KXNO.**

13.3.1. Civil aircraft operations are not authorized at KXNO without proper authorization and prior notification. In the event of an emergency/inadvertent/intentional landing by a civil aircraft the AM or LZ/DZ Operations Support Specialist will collect DD Form 2402, *Civil Aircraft Hold Harmless Agreement* and DD Form 2400, *Civil Aircraft Certificate of Insurance*.

13.3.2. In case of civil aircraft incident, prior to removal of any part of wreckage or human remains the on-scene commander must have the approval of the National Transportation Safety Board (NTSB), IAW Code of Federal Regulation 49, **Part 830**.

13.3.3. AM will notify NTSB of any civil aircraft incident on KXNO. NTSB Investigator at Atlanta, GA (404) 562-1666; FAA Communications Center (404)305-5180 (24 Hours); and Regional Mishap Notification Office, Miami, FL (305) 597-4610.

13.4. **Jettison of Aircraft Stores.**

13.4.1. Contact Columbia Approach Control for traffic advisories and vectors for Jettison.

13.5. **Fuel Dumping.**

13.5.1. Contact Columbia Approach Control for traffic advisories and vectors for Fuel Dumping.

13.6. **Arresting Gear Operations.** Arresting gear is not installed at KXNO.

13.7. **Hot Brakes.** LZ/DZ Operations Support Specialist will direct aircraft with hot brakes to the first available taxiway off the runway and if possible, to a location that will not interfere with other aircraft operations.

13.8. **Controlled Bailout Procedures.**

13.8.1. Contact Columbia Approach Control for traffic advisories vectors for Controlled Bailout.

13.8.2. Maintain 3,000 feet, fly the heading provided by Columbia Approach, retard throttles to idle and eject.

13.9. **Emergency Locator Transmitter (ELT).** Refer to section 5.9 of this instruction.

13.10. **Hot Gun/Hung Ordnance.** KXNO is not a primary or divert location for armed aircraft.

13.11. **Evacuation of Advisory LZ ops facility Facilities.**

13.11.1. LZ/DZ Operations Support Specialist on shift are responsible for the safe and orderly relocation of all personnel from the LZ ops facility during an evacuation. An accurate headcount and their whereabouts shall be maintained until the all-clear is given and operations resume in the primary LZ ops facility.

13.11.2. Time permitting, the PSC-5 radio, Night Vision Goggle (NVG) and the Land Mobile Radios (LMR) for both the AD Net (only if airdrops are in progress) and Fire Net shall be taken from the cab and monitored during evacuated periods.

13.11.3. LZ/DZ Operations Support Specialist will notify CP and AM. State reason for evacuation, and provide operational limitations (e.g., lighting, communications, weather etc.).

13.12. **Hydrazine.** KXNO is not a primary or divert location for hydrazine equipped aircraft.

13.13. **Advisory LZ ops facility Wind Limitations.** The wind limit for KXNO LZ ops facility is 65 knots. The decision to evacuate is at the discretion of the LZ/DZ Operations Support Specialist.

14. NORTH AUXILIARY AIRFIELD FLIGHT PLANNING PROCEDURE

14.1. **Filing Flight Plans.** Any aircraft originating flight from KXNO are required to have flight plans on file at KCHS. Flight plans may be faxed to KCHS AM from CEF or Advisory LZ ops facility. This requirement does not apply to aircraft utilizing KXNO for transition training.

15. NORTH AUXILIARY AIRFIELD MISCELLANEOUS PROCEDURES

15.1. **Notice to Airmen (NOTAM) Procedures.**

15.1.1. AM is responsible for reporting outages/closures and issuing KXNO NOTAMs for the following:

15.1.1.1. All taxiways.

15.1.1.2. Both runways, including RSC.

15.1.1.3. KXNO Advisory Frequencies.

15.1.1.4. Mobile Microwave Landing System (MMLS).

15.1.1.5. Emergency equipment capability.

15.1.1.6. Airfield lighting.

15.1.1.7. Weather.

15.1.1.8. Airport Beacon.

15.1.1.9. As applicable, AM will notify the following agencies on NOTAMs they send for KKXNO: base/tenant/transient flying units, 628 CES, 628 CS, 437/628 Safety, CP, 628 CES/CEF, SFS and Unit Airfield Driving Program Managers (ADPM).

15.2. **FLIP Accounts And Changes.** All FLIP accounts and changes will be handled by AM.

15.3. **Permanent and Temporary Waivers.** All permanent and temporary waivers are handled by AM and CE.

15.4. **PPR and OBO.** All PPR and OBO are handled by AM. All KXNO use is scheduled through 437 OSS/OSO.

15.5. **Air Evac Notification and Response Procedures are not conducted at KXNO.**

15.6. **Unauthorized/Unidentified Aircraft Arrival.**

15.6.1. LZ/DZ Operations Support Specialist will immediately notify KXNO CEF and AM of any unauthorized/unidentified aircraft arrival. In the event of civil aircraft emergency/inadvertent/intentional landing the AM or LZ/DZ Operations Support Specialist will collect DD Form 2402 and DD Form 2400.

15.6.2. KXNO CEF will, if able respond to scene and in coordination with LZ/DZ Operations Support Specialist, provide aircraft blocking actions as necessary.

15.6.2.1. Escort the aircraft to the designated parking/holding position as determined by LZ/DZ Operations Support Specialist.

15.6.2.2. Prevent the aircraft departing unless approved by the AFM or higher authority.

15.6.3. AM will accomplish the following:

15.6.3.1. Upon notification from LZ/DZ Operations Support Specialist, activate the SCN and pass all known information as received from LZ/DZ Operations Support Specialist.

15.6.3.2. LZ/DZ Operations Support Specialist, AFM or designated representative will respond as required and assist the with aircraft/passenger identification.

15.6.3.3. LZ/DZ Operations Support Specialist will determine a parking/holding location based on operational circumstances. The optimal location is on the closed

sections of the airfield if available. Under no circumstances will the aircraft be allowed to taxi through or park in areas containing force protection level assets.

15.6.4. The 628 SFS will:

15.6.4.1. Respond to the scene, and in coordination with LZ/DZ Operations Support Specialist, relieve KXNO CEF conduct aircraft blocking operations as necessary.

15.6.4.2. Prevent occupants from exiting the airfield or the aircraft departing unless approved by the AFM or higher authority.

15.7. **Distinguished Visitor Notification Procedures are not required at KXNO.**

15.8. **Hazardous Cargo Procedures are not conducted at KXNO.**

15.9. **Lost Communications Instructions.** LZ/DZ Operations Support Specialist utilize the ATC light signals as defined in FAA Order 7110.65, paragraph **3-2-1**., Light Signals.

15.10. **Standard Climb-Out Instructions.** Proceed VFR and contact Columbia Approach. LZ/DZ ops support personnel cannot issue ATC instructions.

15.11. **KXNO Opposite Direction Take-Off and Landings.** Opposite direction take-off and landings will be at the pilot's discretion. LZ/DZ Operations Support Specialist will notify pilot of inbound and pattern traffic.

15.12. **KXNO Standard Go-Around Procedures.** KXNO does not offer a "standard" procedure for a go-around. As it is an unplanned event, the procedure is dictated by circumstances.

15.13. **Breakout/Missed Approach Procedures.** KXNO does not have breakout procedures. Pilots will follow missed approach procedures as published in the FLIPS.

15.14. **Aero Club Operations.** There are no aero club operations at KXNO.

15.15. **Weather Dissemination and Coordination Procedures.** See Section I, **Ch 7**, **Para 18**. Note: KXNO LZ ops facility has direct feed from the KXNO AN/FMQ-19 sensor as well as JET information.

15.16. **Snow Removal Operations.**

15.16.1. Snow removal operations are not conducted at KXNO.

15.16.2. In the event of an accumulation of snow/ice/slush on the airfield, the AFM or designated representative will determine whether or not to close the airfield.

15.17. **Bird/Wildlife Control.** See **Ch 8**.19.

15.18. **BWC.** See **Ch 8**.20.

15.19. **SOF.** There is no SOF program for KXNO.

15.20. **Airfield Photography.** The 628 ABW/PA office is the approval authority for taking photographs on the airfield.

15.21. **Tactical Arrival/Departure Procedures.**

15.21.1. Tactical Arrival/Departure Procedures will be at the pilot's discretion. LZ/DZ Operations Support Specialist will notify pilot of inbound and pattern traffic.

15.21.2. The 437/315 OG/CCs will ensure all pilots authorized to use these procedures comply with the contents of this instruction while conducting threat avoidance arrivals and departures at KXNO.

15.21.3. Pilots will maintain VFR at all times.

15.21.4. Tactical operations are only authorized during KXNO advisory operating hours.

15.21.5. Upon initial contact with Columbia Approach Control or Clearance Delivery, as appropriate, the aircrew will request one of the following procedures and provide all necessary information.

15.21.5.1. Random Steep Approach: Coordinate direction of downwind and base with LZ ops facility before starting the maneuver. Aircraft will fly up initial at 250 KCAS maximum and 5,000 feet MSL (aircrews may request higher), or as assigned by ATC; execute slowdown as necessary overhead the field, configure and establish a spiraling descent. Arrive on a visual downwind 1,000 – 1,500 feet AGL and displaced 1.5 - 2 NM; plan a base to roll not less than ½ mile from landing threshold.

15.21.5.2. Random Shallow Approach: Aircrew will request a random altitude and run- in heading from approach control or LZ ops facility. The aircrew will fly a maximum airspeed of 230 KCAS and will maneuver to rollout on final not less than ½ mile from landing threshold.

15.21.5.3. VFR Overhead: This is a conventional military overhead pattern flown from a 5 NM initial at the published altitude and 230 KCAS. Aircraft will break between approach end and mid-field using 45 degrees of bank. Aircrews will plan a base to roll out on final on a normal glide path. Do not descend below 1,000 AGL before turning base.

15.21.5.4. Spiral Departure: After takeoff or low approach the aircraft will establish a positive rate of climb. Then commence a spiral climb with a maximum turn radius of 3NM from the center of the departure runway. Continue spiral climb until intersecting the first tangent to the desired course and leveling. Remain VFR throughout this maneuver.

15.22. **RPA/ sUAS Procedures.**

15.22.1. RPA/sUAS operations are not normally conducted at KXNO.

15.22.2. Units wishing to conduct RPA/sUAS operations at KXNO must contact AM and/or sUAS Program Manager to coordinate appropriate Course of Action, LOA and NOTAM actions.

Carlos Berdecia, Colonel, USAF
Commander, 437 Operations Group

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFMAN 11-202V3, Flight Operations, 10 January 2022

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

AFI 11-235, Specialized Fueling Operations, 31 May 2019

AFMAN 11-2C-17 V3, C-17 Operations Procedures, 30 July 2019

AFMAN 13-204v1, Management of Airfield Operations, 22 July 2020

AFMAN 13-204v2, Airfield Management, 22 July 2020

AFI 13-213_AMCSUP_JBCHARLESTONSUP, Airfield Driving, 13 Mar 2017

AFI 21-101, Aircraft and Equipment Maintenance Management, 7 February 2022

AFMAN 33-322, Records Management and Information Government Program, 28 July 2021

ETL 4-10, Standard Airfield Pavement Marking Schemes, 19 July 2004

FAA AC 150/5370-2, Operational Safety on Airports During Construction, 13 December 2017
FAA JO 7110.65, Air Traffic Control, 19 May 2022

JBCHARLESTON sUAS CONEMP, XX May 2024

JBCHARLESTONI 91-2121, The Bird/Wildlife Aircraft Strike Hazard (BASH) Management Program, 12 Jul 2021

UFC 3-260-01, Airfield and Heliport Planning and Design, 1 May 2020 UFC 3-535-01, Visual Air Navigation Facilities, 11 April 2017

Prescribed Forms

None

Adopted Forms

AF Form 483, Certificate of Competency

AF Form 847, Recommendation for Change of Publication

AF Form 3616, Record of Daily Operations

DD 1801, DoD International Flight Plan

FAA Form 7460-1, Notice of Proposed Construction

DD Form 2402, Civil Aircraft Hold Harmless Agreement

DD Form 2400, Civil Aircraft Certificate of Insurance.

Abbreviations and Acronyms

ABW—Air Base Wing

AD—Aerial Delivery

ADPM—Airfield Driving Program Manager

AF—Air Force

AFI—Air Force Instruction

AFJI—Air Force Joint Instruction

AFM—Airfield Manager

AFMAN—Air Force Manual

AFRIMS—Air Force Records Information Management System

AGL—Above Ground Level

AIREVAC—Aeromedical Evacuation

ALS—Approach Lighting System

ALSF-2—Approach Lighting System with Sequenced Flashing Lights

AM—Airfield Management

AMC—Air Mobility Command

AMOPS—Airfield Management Operations

AN/FMQ-19—Automated Weather System

AOB—Airfield Operations Board

AOF/CC—Airfield Operations Flight Commander

AOF—Airfield Operations Flight

APS—Aerial Port Squadron

ARFF—Aircraft Rescue Fire Fighting

ARTCC—Air Route Traffic Control Center

ATC—Air Traffic Control

ATCT—Air Traffic Control Tower

ATIS—Automatic Terminal Information Service

ATOC—Air Terminal Operations Center

AW—Air Wing

BAK—Barrier Arresting Kit

BASH—Bird Aircraft Strike Hazard

BDOC—Base Defense Operations Center

BHWG—Bird Hazard Working Group

BWC—Bird Watch Condition

CAT—Category

CATCT—Charleston Air Traffic Control Tower

CCAA—Charleston Civil Aviation Administration

CDS—Container Delivery System

CE—Civil Engineering

CJCS—Chairman, Joint Chiefs of Staff

CL—Centerline Lights

CMA—Controlled Movement Area

CMAV—Controlled Movement Area Violation

COMSEC—Communications Security

CONS—Contracting Squadron

CP—Command Post

CS—Communications Squadron

DAFM—Deputy Airfield Manager

DME—Distance Measuring Equipment

DoD—Department of Defense

DV—Distinguished Visitor

DZ—Drop Zone

ECP—Entry Control Point

ELT—Emergency Locator Transmitter

ETL—Engineering Technical Letter

FAA—Federal Aviation Administration

FAF—Final Approach Fix

FARP—Forward Arming Refuel Point

FBO—Fixed-Base Operator

FCF—Functional Flight Check

FFS—Formation Flight System

FLIP—Flight Information Publication

FOD—Foreign Object Damage

FSS—Flight Service Station

GDSS—Global Decision Support System

GE—Ground Emergency

GPS—Global Positioning System

HATR—Hazardous Air Traffic Report

HCP—Hot Cargo Pad

HIRL—High Intensity Runway Lights

HQ—Headquarters

IAW—In Accordance With

IDIQ—Indefinite Delivery/Indefinite Quantity

IFE—In-Flight Emergency

IFR—Instrument Flight Rules

ILS—Instrument Landing System

IR—Ice on Runway

JAX—Jacksonville

JB—Joint Base

JET—Joint Environmental Toolkit

KCAS—Knots Calibrated Airspeed

KCHS—Joint Base Charleston Airfield Four Letter Aerodrome Identifier

KXNO—North Auxiliary Field Four Letter Aerodrome Identifier

LMR—Land Mobile Radio

LOA—Letter of Agreement

LOP—Letter of Procedure

LZ—Landing Zone

MAJCOM—Major Command

MALSR—Medium Intensity Approach Light System with Runway Alignment Indicator

MARSA—Military Authority Assumes Responsibility for Separation of Aircraft

MDG—Medical Group

MMLS—Mobile Microwave Landing System

MM—Middle Marker

MOC—Maintenance Operations Control Center

MSG—Mission Support Group

MSL—Mean Sea Level

MXG—Maintenance Group

NAVAID—Navigational Aid

NIPR—Non-Classified Internet Protocol Router

NM—Nautical Mile

NOTAM—Notice to Airmen

NTSB—National Transportation Safety Board

NVD—Night Vision Device

NVG—Night Vision Goggle

OBO—Official Business Only

OG/CC—Operations Group Commander

OG—Operations Group

OI—Operating Instruction

OM—Outer Marker

ORM—Operational Risk Management

OSHA—Operational Safety and Health Administration

OSS—Operations Support Squadron

OWS—Operational Weather Squadron

PAPI—Precision Approach Path Indicator

PCAS—Primary Crash Alarm System

PMI—Preventative Maintenance Inspection

POC—Point of Contact

POTUS—President of the United States

PPR—Prior Permission Required

PRESAIR/PSI—Pounds per square inch

RAWS—Radar, Airfield, and Weather Systems

RCR—Runway Condition Reading

RDS—Records Disposition Schedule

REIL—Runway End Identifier Lights

RLS—Reduced Level of Service

RSC—Runway Surface Condition

RVR—Runway Visual Range

RWY—Runway

SAM—Special Airlift Mission

SCN—Secondary Crash Net

SECAF—Secretary of the Air Force

SECDEF—Secretary of Defense

SECSTATE—Secretary of State

SE—Safety

SFS—Security Forces Squadron

SID—Standard Instrument Departure

SKE—Station Keeping Equipment

SME—Subject Matter Expert

SOF—Supervisor of Flying

SPLAN—Strategic Plan

SP—Single Point

SQ—Squadron

TACAN—Tactical Air Navigation

TACC—Tanker Airlift Control Center

TA—Transient Alert

TDZL—Touch Down Zone Lighting

TERPS—Terminal Instrument Procedures

TO—Technical Order

UAS—Unmanned Aerial System

UFC—United Facilities Criteria

UNICOM—Universal Communications

USAF—United States Air Force

US—United States

VCJCS—Vice Chairman, Joint Chiefs of Staff

VFR—Visual Flight Rules

VHF—Very High Frequency

VORTAC—VHF Omnidirectional Range/Tactical Air Navigation

VOR—VHF Omnidirectional Range

VPOTUS—Vice President of the United States

WF—Weather Flight

WG—Wing

WWA—Warnings/Watches/Advisories

Terms

Aerodrome—A defined area on land or water (including any buildings, installations and equipment) intended to be used either wholly or in part for the arrival, departure, and movement of aircraft.

Airfield Check—Conducted by Airfield Management personnel to the examine the primary takeoff, landing and taxi surfaces in response to in-flight or ground emergencies, Runway Surface Condition or Runway Condition Reading assessments, Foreign Object Damage removal, and for Bird/Wildlife Aircraft Strike Hazards and Habitat control.

Airfield Driving Instruction (ADI)—Formerly known as the flight line driving instruction. Establishes local procedures for driving a vehicle on the airfield. Also called ADI.

Airfield Facilities—Includes runways, taxiways, aircraft parking and servicing areas, ATC facilities, Airfield Management Operations, ATCALS, aircraft fire suppression and rescue services, airfield lighting systems and systems to hold or stop aircraft (where required).

Airfield Inspection—Conducted by Airfield Management personnel to identify discrepancies and/or hazards on the airfield (e.g., signs, markings, lighting, pavements, aircraft arresting system, obstructions, obstacles, construction areas, etc.).

Airfield Management (AM)—A function that conducts airfield inspections and checks for safety and compliance with planning and design criteria. Plans, organizes and directs airfield activities to include airfield construction/repairs, airfield driving program, ice/snow removal operations, Bird/Wildlife control, etc. Procures, maintains, and produces information on safe operation of aircraft through the national and international airspace system such as Flight Information Publications, aeronautical charts and maps, Notice to Airmen (NOTAM), local airfield and navigational aid status, and weather information. Process domestic and international flight plans. Coordinates with base agencies to meet aircrew requirements for billeting, messing, refueling, transportation, and transient aircraft maintenance.

Airfield Operating Hours—The hours of airfield operations as published in the MAJCOM Supplement.

Airfield Operations Instruction (AOI)—Formerly known as the base flying regulation. Defines local procedures for Airfield Management and ATC. Also called AOI.

Air Traffic Control and Landing Systems—Department of Defense facilities, personnel, and equipment (fixed, mobile, and seaborne) with associated avionics to provide safe, orderly, and expeditious aerospace vehicle movements worldwide.

Approach End of Runway—That end of a runway nearest to the direction from which the final approach is made.

Closed—An airfield is "closed" when no flying activity is permitted. If the closure is for a particular type of aircraft or operation, it must be so stated. For example: "Closed to aircraft not involved in Volant Rodeo."

Controlled Movement Area (CMA)—As defined in Airfield Operations Instructions, 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). Controlled Movement Areas include but are not limited to areas used for takeoff, landing and as required

taxiing of aircraft. **Note:** This definition is used in lieu of "movement area" as defined in the FAA Pilot Controller Glossary. Also called CMA.

Controlled Movement Area Violation (CMAV) Event—An airfield infraction caused by aircraft, vehicles, or pedestrians entering the control movement area without specific control tower approval. This definition includes runway incursions and infractions caused by communication errors. Refer to AFMAN 91-223 paragraphs 1.3.1.8. for reportable HATR reporting procedures and 1.3.1.9. for reportable CMAV events.

Departure End of Runway—That end of a runway nearest to the direction in which initial departure is made.

External Stores—Items mounted on the external portions of an aircraft (e.g., armament, fuel tanks, baggage pods, etc.) that can be released or jettisoned from an aircraft.

Flightline—Any area or facility including apron, hardstand and ramps on or in which aircraft may be parked, stored, serviced or maintained.

Foreign Object Damage Check—Conducted by AM personnel prior to start of normal flying activities or in response to FOD reports by SOF, control tower, aircraft, etc.

Host Wing Commander—The individual with ultimate responsibility for operating the airfield.

Joint Facility—Air traffic control facility that divides responsibilities between the USAF and another military or civil agency.

Joint—**Use Airfield—**A USAF installation where agreements exist among the Air Force, civil, and host nation authorities for joint-use of all or a portion of airfield facilities.

Lighting Check—Conducted by Civil Engineer (electrician) or AM personnel during periods of darkness (including pre-dawn and dusk) to determine the operability of airfield lighting systems.

Local Operating Procedures—Supplemental procedures issued as letters of agreement, operations letters, operating instructions, memorandum of understanding, squadron regulations, operations plans, or base manual or instructions. Also called LOP.

Major Command (MAJCOM)—For the purpose of this instruction, includes all USAF Major Commands plus the Air National Guard Readiness Center, Air Force Reserve Command, Direct Reporting Units, and Field Operating Agencies.

Official Business Only (OBO)—The airfield is closed to all transient military aircraft for obtaining routine services such as fueling, passenger drop off or pickup, practice approaches, parking, etc. The airfield may be used by aircrews and aircraft if official government business (including civilian) must be conducted on or near the airfield and Prior Permission is received from the Airfield Management. Also called OBO.

Prior Permission Required (PPR)—The airfield is closed to transient aircraft unless approval for operation is obtained from the appropriate commander through Airfield Management. PPR must be requested and approved before the flight departs to that airfield. The purpose of PPR is to control volume and flow of traffic rather than to prohibit it. Prior permission is required for all aircraft requiring transient alert service outside the published transient alert duty hours. All aircraft carrying hazardous materials must obtain prior permission as outlined in AFJI 11-204. Also called PPR.

Runway Condition Reading (RCR)—A numerical reading that identifies the surface friction capability of the runway pavement, obtained using a decelerometer. The aircrew uses this information to determine runway braking action during takeoffs and landings. Also called RCR.

Runway Incursion—Any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle or person on the protected area of a surface designated for the landing and take-off of aircraft. For the purpose of this instruction, the protected area is the same as the CMA. These are further classified into three operational categories:

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

Pilot Deviation (PD)—The action of a pilot that results in the violation of ATC instructions, AFIs and/or FARs.

Vehicle/Pedestrian Deviation (V/PD)—Any entry or movement on the controlled movement area by a vehicle (including aircraft operated by non-pilots) or pedestrian that has not been authorized by Air Traffic Control.

Runway Surface Condition (RSC)—Identifies the condition of the runway surface when covered with slush, snow, ice or water. Also called RSC.

Runway Suspension—A short-term condition that requires temporarily restricting aircraft arrivals and departures until corrected (e.g., FOD, severe bird/wildlife activity, snow and ice removal checks, arresting systems maintenance/configuration changes, airfield construction, pavement repair, etc.).

Scheduled Air Carrier—An air carrier that holds a scheduled air carrier certificate and provides scheduled service year round between two or more points.

Shared—**Use—**An airfield jointly used by civil and military flight activities that is located at a civil airport under control of civil authorities.

Spall—Chipping or splintering associated with concrete deterioration.

Supervisor of Flying—A rated officer authorized by the flying unit commander to monitor and supervise current flight operations. A Supervisor of Flying may perform duties from the control tower. Also called SOF.

Unauthorized Landing—A landing at an Air Force airfield by a civil aircraft without prior authority (approved DD Form 2401, *Civil Aircraft Landing Permit*, and 24 hours prior notice).

Uncontrolled Movement Areas—Taxiways and ramp areas not under the control of air traffic. **Note**: This definition is used in lieu of "non-movement area" as defined in the Federal Aviation Administration Pilot Controller Glossary.

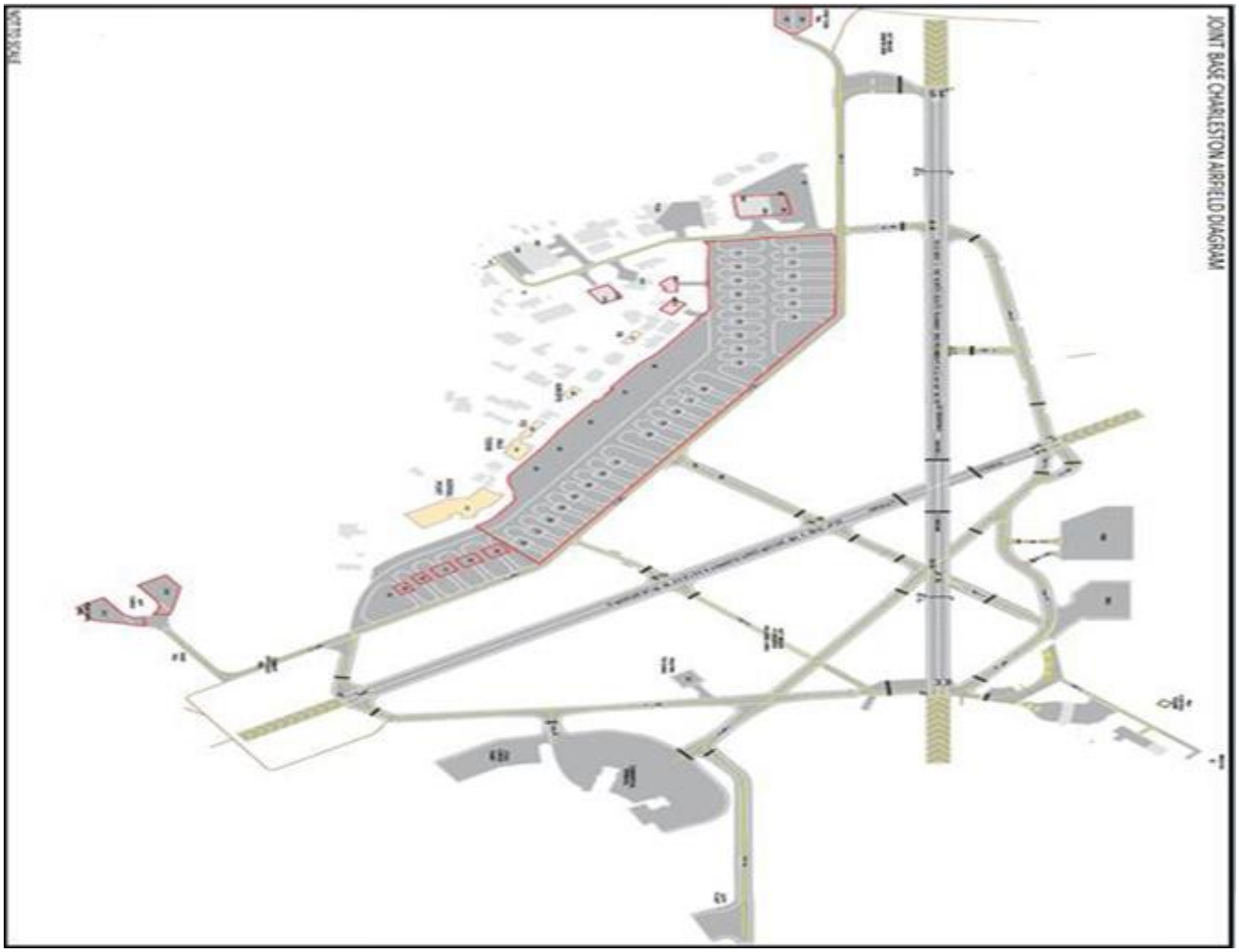
Underrun or Overrun—Usually a non-stressed extension at each end of the runway. Do not use the extension as a landing area, except in instances where an aircraft emergency warrants its use. The extension is part of the controlled movement area, but do not use the extension for spacing/separation between aircraft.

Wet Runway—An RSC where visible water is the only form of moisture on the runway surface.

Attachment 2

CHARLESTON AIRFIELD DIAGRAM

Figure A2.1. Charleston Airfield Diagram.



Attachment 3

AIRFIELD LIGHTING ALLOWABLE OUTAGES

Figure A3.1. Airfield Lighting Allowable Outages.

No.	Lighting System	Component Types	Allowable Outages	Notes
APPROACH LIGHTING SYSTEMS				
1	**ALSF-2 with Sequenced Flashing Lights (SFL) †**			
a.		**Overall System**	**35 (15%) lights out (random)**	**3,5,9,10**
b.		**Centerline bar inner 1500ft**	**8 (20%) random lights out or 2 consecutive light bars out.**	**9**
c.		**Centerline bar outer 1500ft**	**8 (20%) random lights out or 2 consecutive light bars out**	**9**
d.		**Centerline bar**	**2 lights out in 5 lamp bar**	**9**
e.		**Side row bars**	**2 consecutive light bars out, 10 (20%) random lamps out**	**9**
f.		**Side row**	**1 light out in 3 lamp bar**	**9**
g.		**Threshold bar**	**10 (20%) random lights out or 3 adjacent lamps out**	**9**
h.		**500-foot bar**	**4 (20%) random lights out or 3 adjacent lamps out**	**9**
i.		**1,000-foot bar**	**4 (20%) random lights out or 3 adjacent lamps out**	**9**
j.		**Rwy 15 Sequenced Flashing Lights (SFL)**	**4 (20%) lights out**	**3,5,9,10**
2	**MALSR †**			
a.		**Overall system**	**7 (15%) lights out (random)**	**3,5,9,10**
b.		**5-lamp bar**	**2 lights out**	**9**
c.		**Threshold bar**	**3 lights out**	**9**

d.		1000-foot bar	3 lights out	9
e.		Terminating bar	2 lights out	9
f.		Centerline bars	2 lights out in 5 lamp bar	9
No.	Lighting System	Component Types	Allowable Outages	Notes
g.		Rwy 33 Sequenced Flashing Lights (SFL)	1 (20%) lights out	3,5,9,10
3	PAPI	Precision Approach Path Indicator (PAPI)	1 light out	1,2,4
4	REIL	Runway End Identifier Lights	None	1,2,4,5
OBSTRUCTION LIGHTS				
5	FIXED		None	1,2
RUNWAY/TAXIWAY SYSTEMS AND AIRFIELD BEACONS				
6	Runway 15/33			
a.		Threshold Lights	13 (25%) lights out for VFR or non-precision	1,2 Note: 25% lights out is for VFR or non-precision IFR runways. For precision runways use Approach Lighting System allowable outage.
b.		End Lights		No runway end lights installed
c.		Edge Lights Rwy 15	15 (5%) random lights out for CAT II 45(15%) random lights out for VFR or non-precision	1,2,4,5,7
d.		Edge Lights Rwy 33	45 (15%) random lights out	1,2,4,5,7
e.		Centerline Lights	9 (5%) lights out	1,2,4,5

f.		**Touchdown Zone (TDZL)**	**18 (10%) lights out**	**1,2,4,5 Note: Two adjacent bars on the same side of the system shall not be inoperative. A bar is considered inoperative when all lights are out.**
No.	**Lighting System**	**Component Types**	**Allowable Outages**	**Notes**
7	**Runway 03/21**			
a.		**Threshold Lights Runway 03**	**10 (20%) random lights out or 3 adjacent lamps out. 13 (25%) lamps out for VFR or non-precision**	**1,2 Note: 25% lights out is for VFR or non-precision IFR runways. For precision runways use Approach Lighting System allowable outage. (1 g.)**
b.		**Threshold Lights Runway 21**	**13 (25%) lights out for VFR or non-precision**	**1,2,4,5**
c.		**Runway End Lights**	**3 (25%) random lights out**	**1,2,4 Exception: Do not turn off lights if they are collocated (same fixtures) with the opposite end threshold lights)**
d.		**Runway Edge Lights**	**11 (15%) random lights out**	**1, 2, 4, 5, 7**
8	**TAXIWAY EDGE LIGHTS**			
a.		**Edge Lights**	**15% lights out**	**1,2,4,**
		***Taxiway A**	**14 Lights out**	**7**
		***Taxiway B**	**21 Lights out**	**7**
		Taxiway C	**7 Lights out**	**1,2,4**

		Taxiway D (Rwy 15 end to Taxiway Echo	**7 Lights out**	**1,2,4**
		Taxiway D (Taxiway Echo to Taxiway Hotel)	**10 Lights out**	**1,2,4**
		Taxiway D/K (Taxiway Hotel to the end of Taxiway Kilo)	**26 Lights out**	**1,2,4**
		Taxiway Echo and Juliet east of Runway 15/33	**8 Lights out**	**1,2,4**
		Taxiway Foxtrot between Delta and Runway 03/21	**3 Lights out%**	**1,2,4**
		Taxiway Foxtrot between Runways 03/21 and 15/33	**2 Lights out**	**1,2,4**
No.	**Lighting System**	**Component Types**	**Allowable Outages**	**Notes**
		***Taxiway Foxtrot between Runway 15/33 and Taxiway Golf**	**1 Light out**	**7**
		***Taxiway Golf**	**16 Lights out**	**7**
		Taxiway Hotel	**2 lights out**	**7**
		***Taxiway Mike**		**7**
9	**Elevated Runway Guard Lights**		**No more than one light in a fixture**	**1,2,4**
10	**Rotating Beacon**		**None**	**1,2**

Items marked with † are owned/monitored/maintained by the FAA.
Items marked with * are owned/monitored/maintained by Charleston County Aviation Authority.
NOTES:
When allowable outages are exceeded, AM personnel must take the following actions:

1. **Document and report outage to CE (Airfield Lighting) for correction.**
2. **Send a NOTAM(s) according to AFI 11-208.**
3. **Turn off affected lighting system. Notify AOF/CC, OSS/CC, OG/CC (or equivalents) as necessary.**

Figure A3.2. Airfield Lighting Allowable Outages [Continued].

4. Turn off affected lighting system. Notify AOF/CC, OSS/CC, OG/CC (or equivalents) as necessary.

5. Notify CTACT Supervisor to determine impact to instrument procedures.

6. Turn off REILs only when they are not connected to the opposite end threshold light.

7. Prohibit fixed-wing aircraft operations during night or low-visibility operations. (IAW AFI 11-202V3, the MAJCOM A3 may authorize night fixed-wing operations on an unlit runway.) This authority may be delegated no lower than the installation commander.

8. Notify CCAA of the affected system and request NOTAM(s) to be issued.

9. Document and report outage to FAA Equipment for correction.

10. Notify FAA control tower to issue NOTAM for affected system.

Attachment 4

CHARLESTON AIRCRAFT PARKING PLAN

Figure A4.1. Charleston Aircraft C-17 Parking Plan.

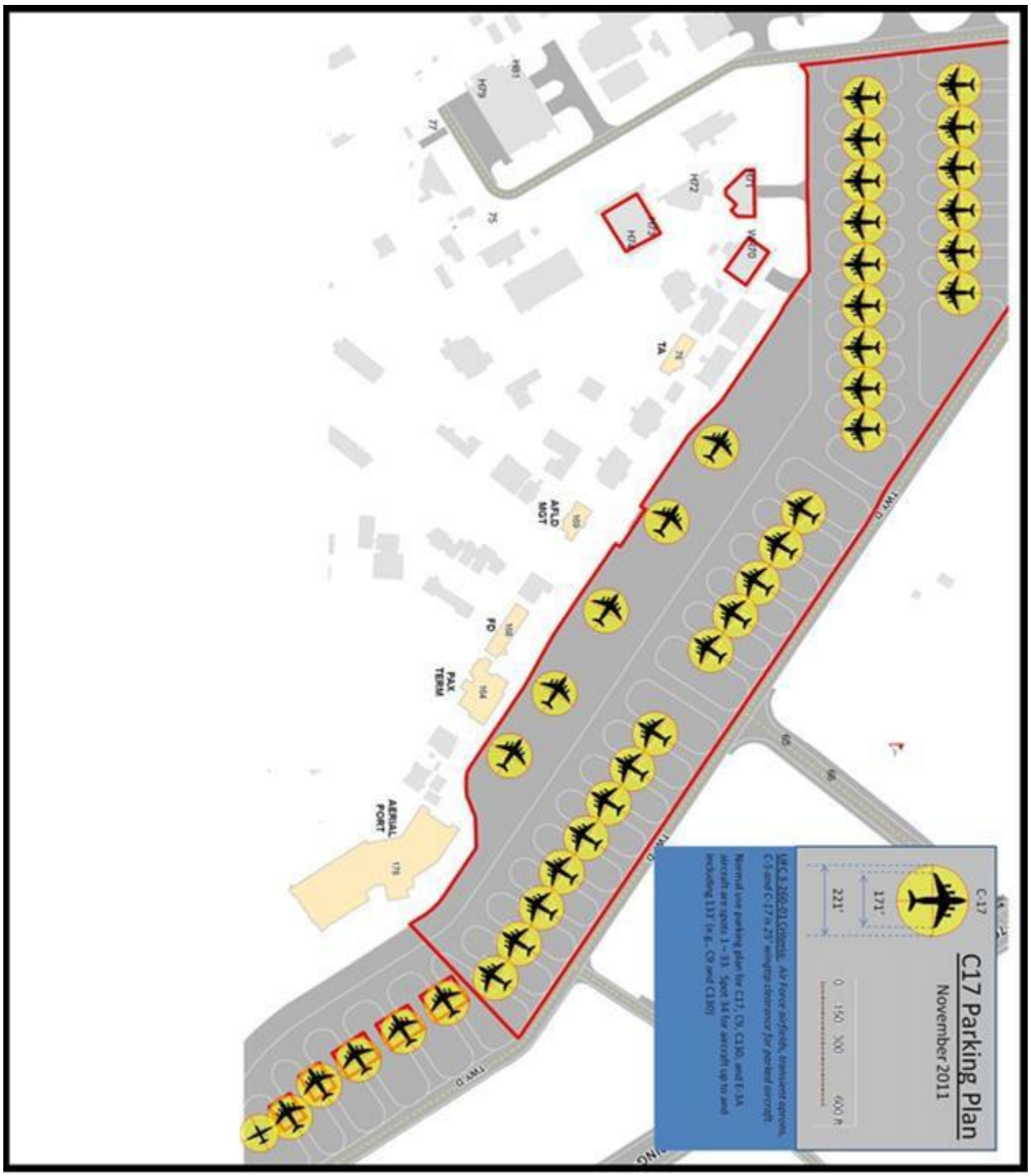


Figure A4.2. Charleston Aircraft C-17 Parking Plan Continued.

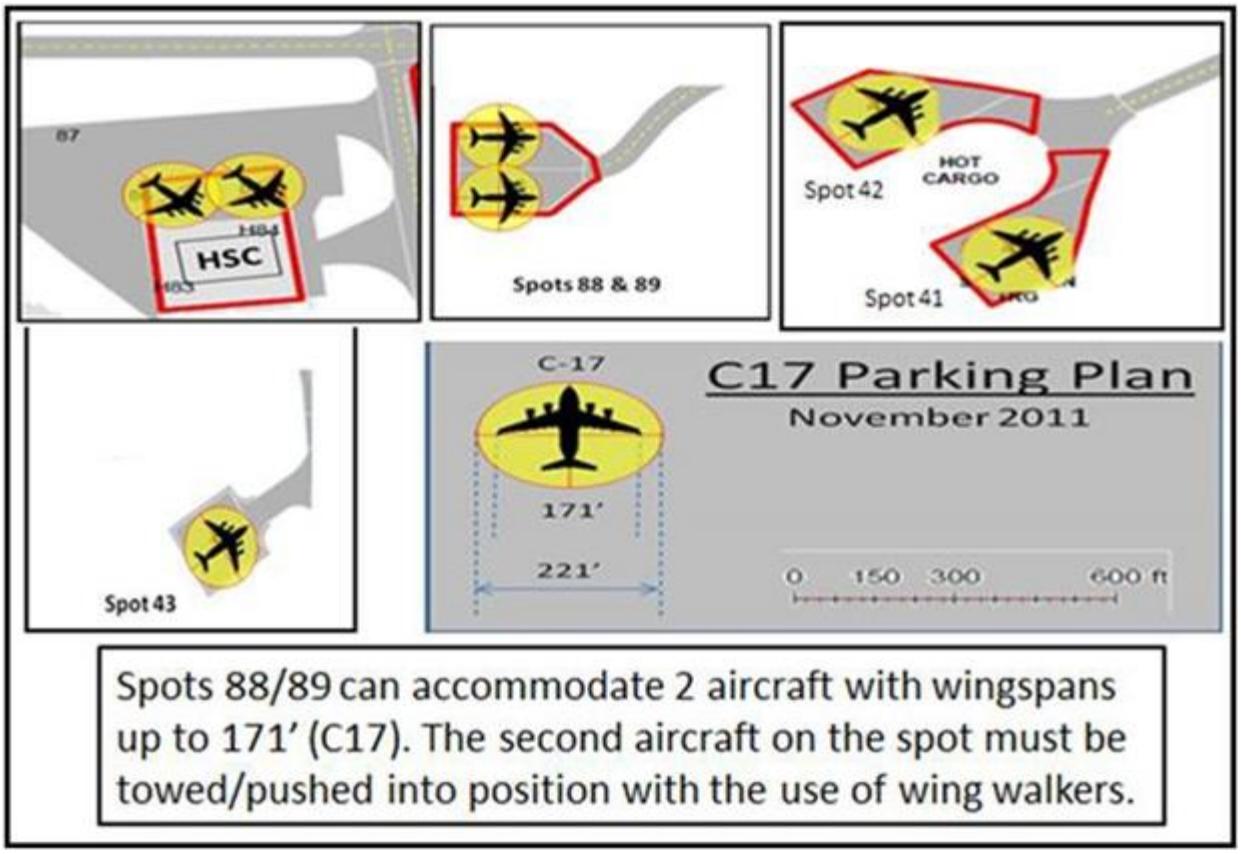


Figure A4.3. Charleston Aircraft C-17 Parking Plan Continued 2.

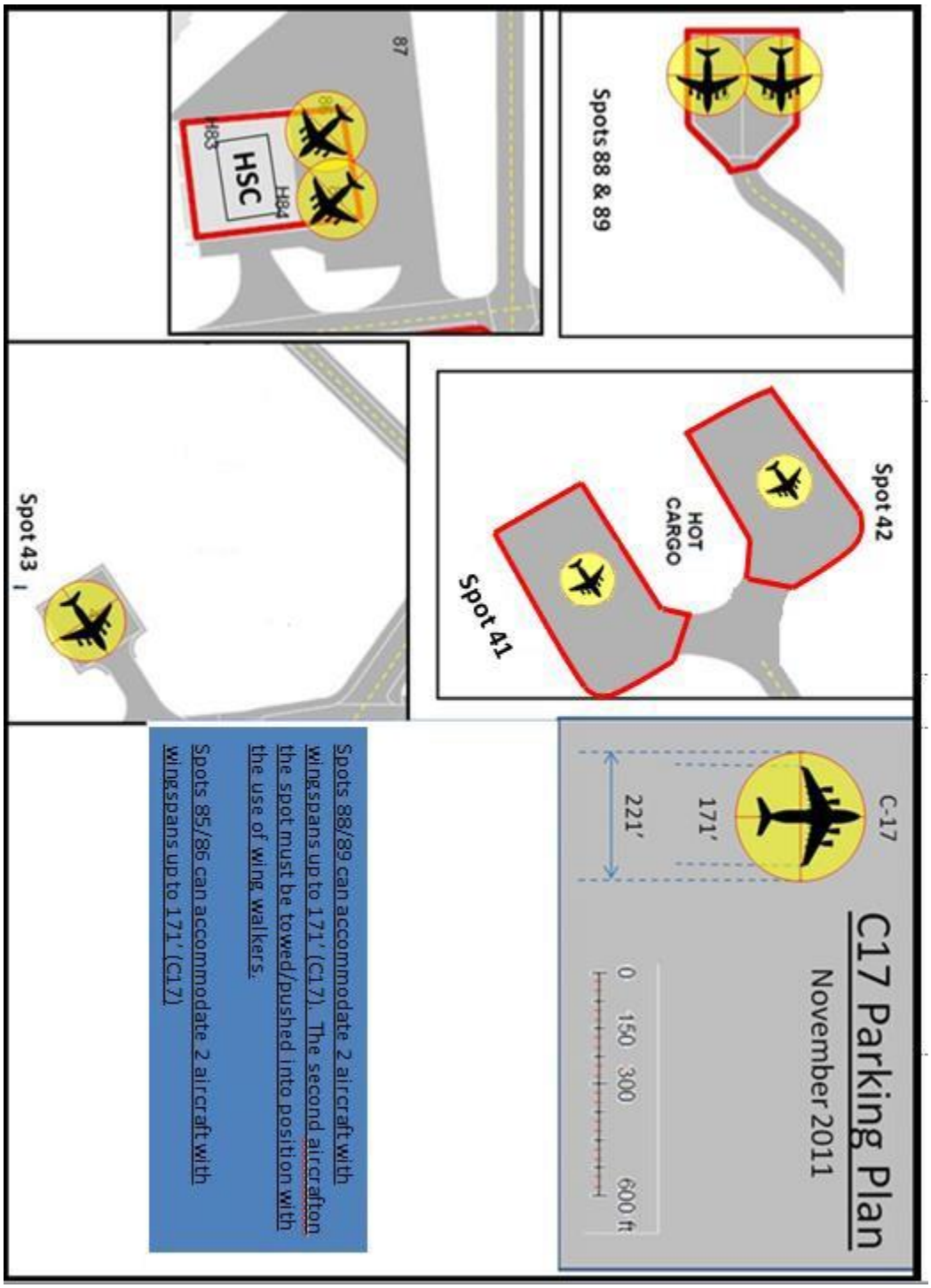


Figure A4.4. Charleston Spots 29-31 & 33 AN-124 Aircraft Parking Plan.

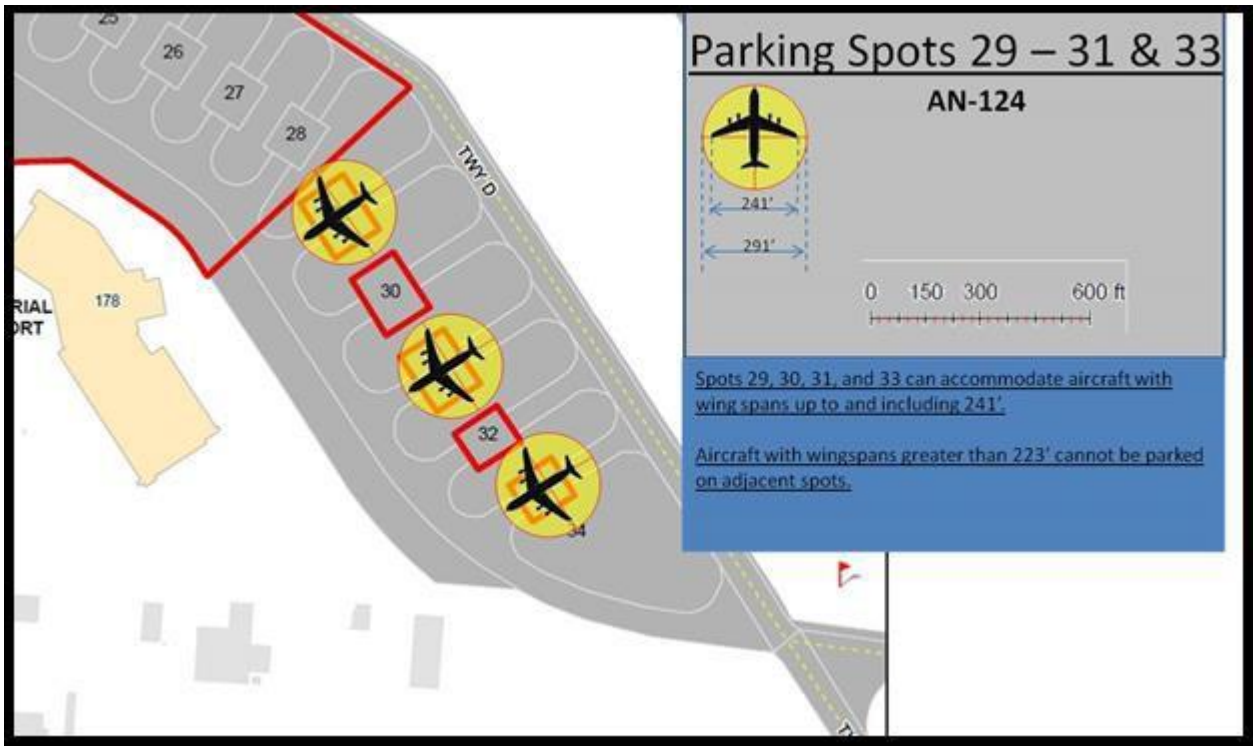


Figure A4.5. Charleston Spots 29-31 & 33 C-5 Aircraft Parking Plan.

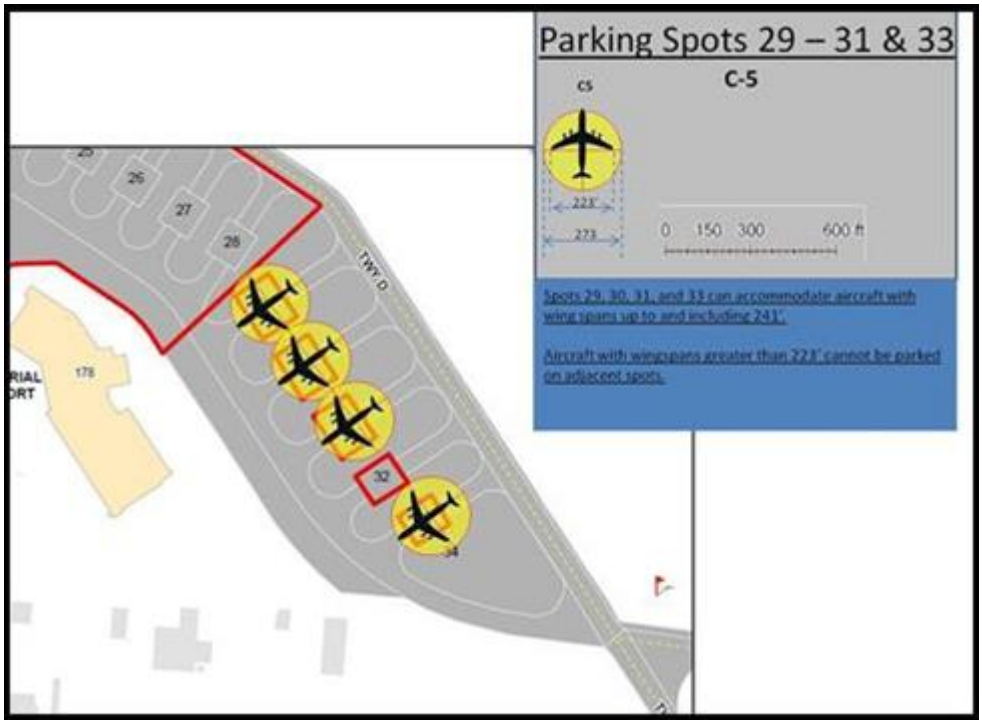


Figure A4.6. Charleston Spots 41-43, 88, and 89 AN-124 Aircraft Parking Plan.

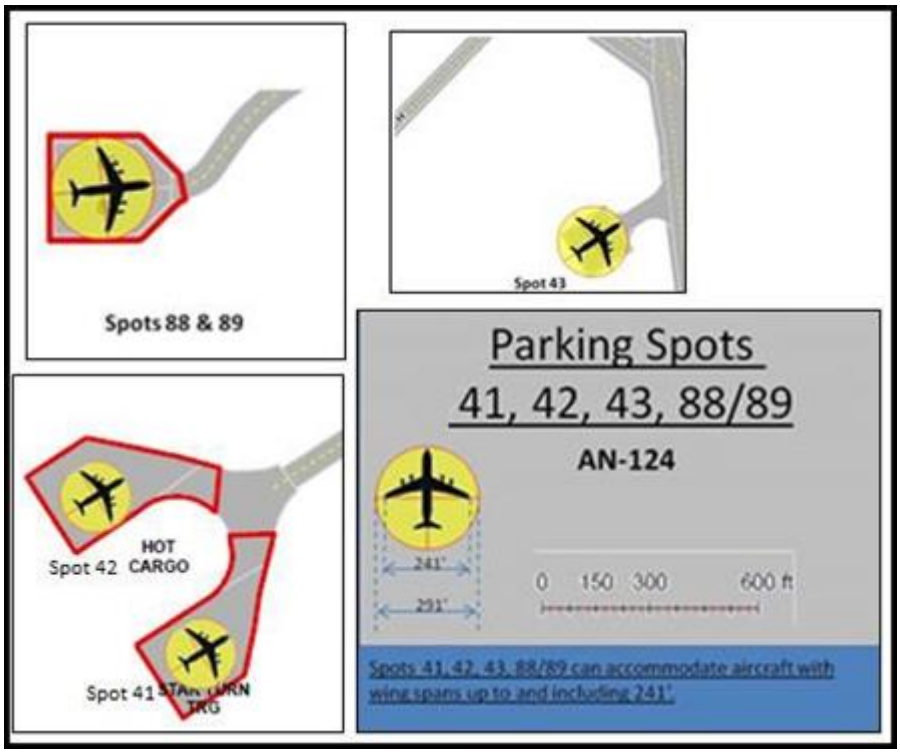


Figure A4.7. Charleston Spots 29-31 & 33 B-747 Aircraft Parking Plan.

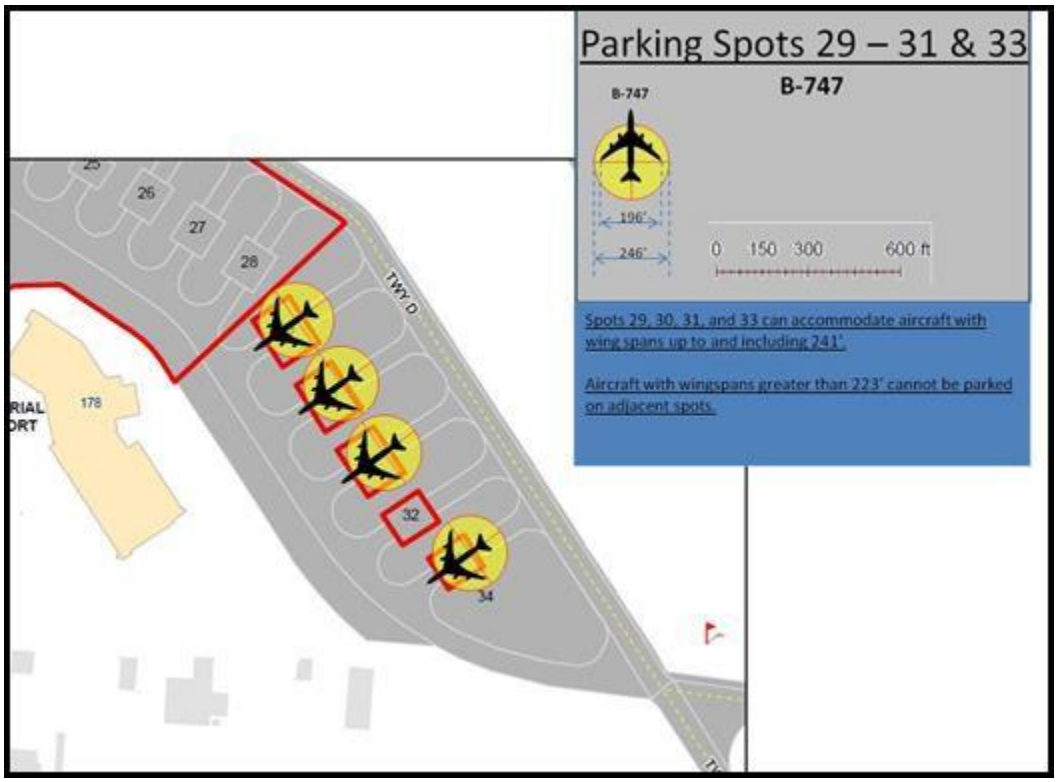


Figure A4.8. Charleston Spots 60-64 Aircraft Parking Plan.

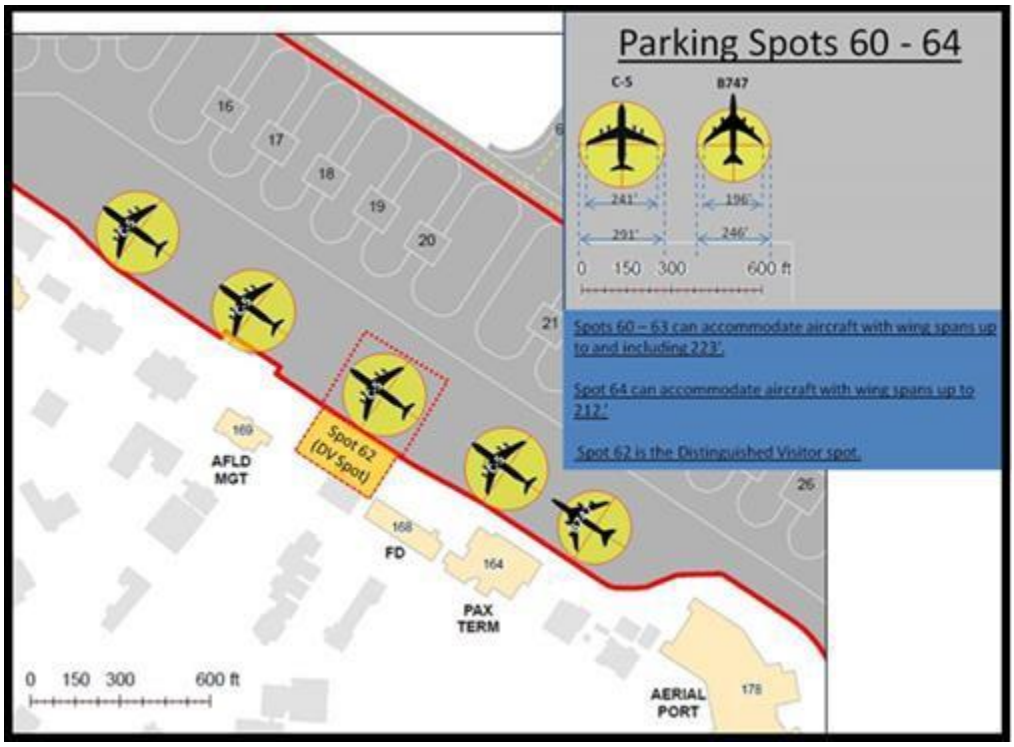


Figure A4.9. Charleston Spots 60-64 Aircraft Parking Plan.

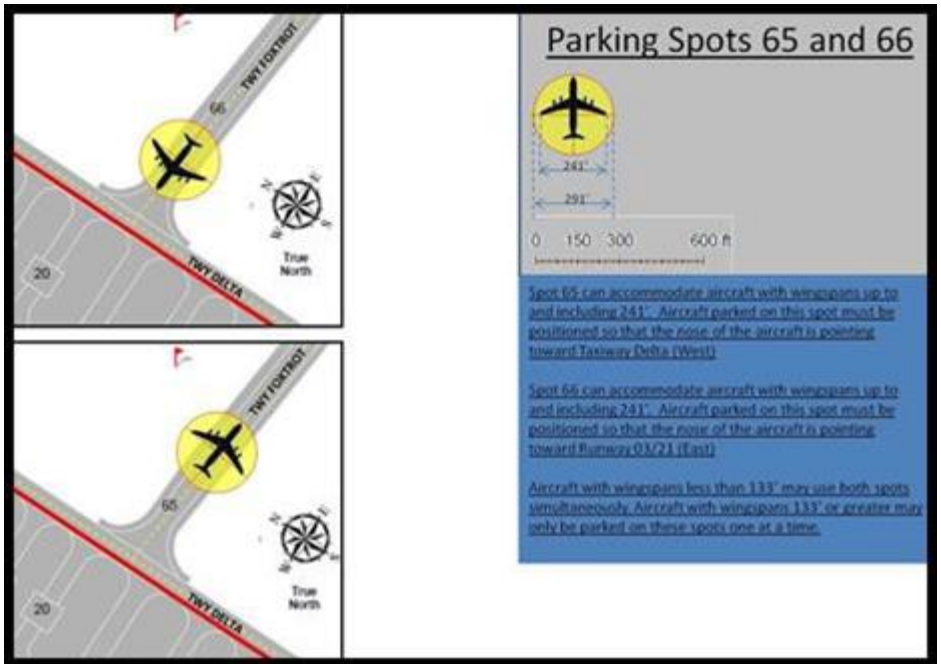


Figure A4.10. Charleston Spots KC-135 and KC-10 Aircraft Parking Plan.

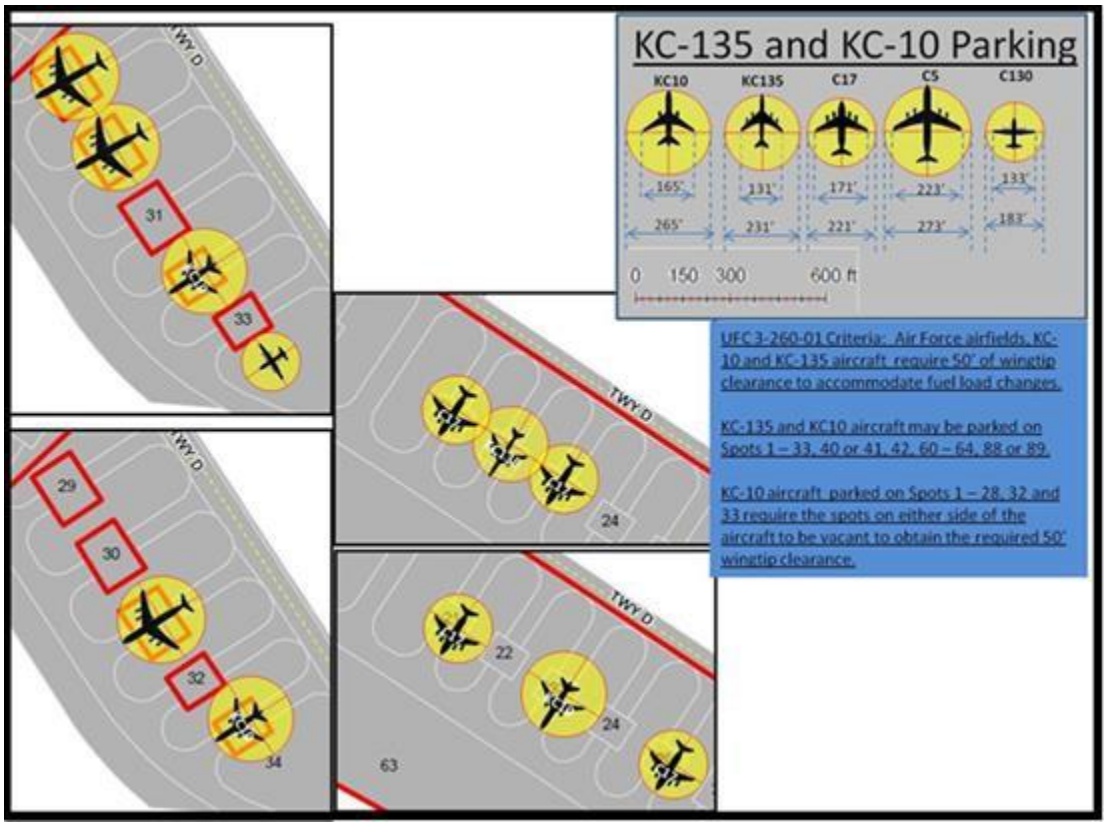


Figure A4.11. Charleston Explosives Laden Cargo Aircraft Parking Plan.

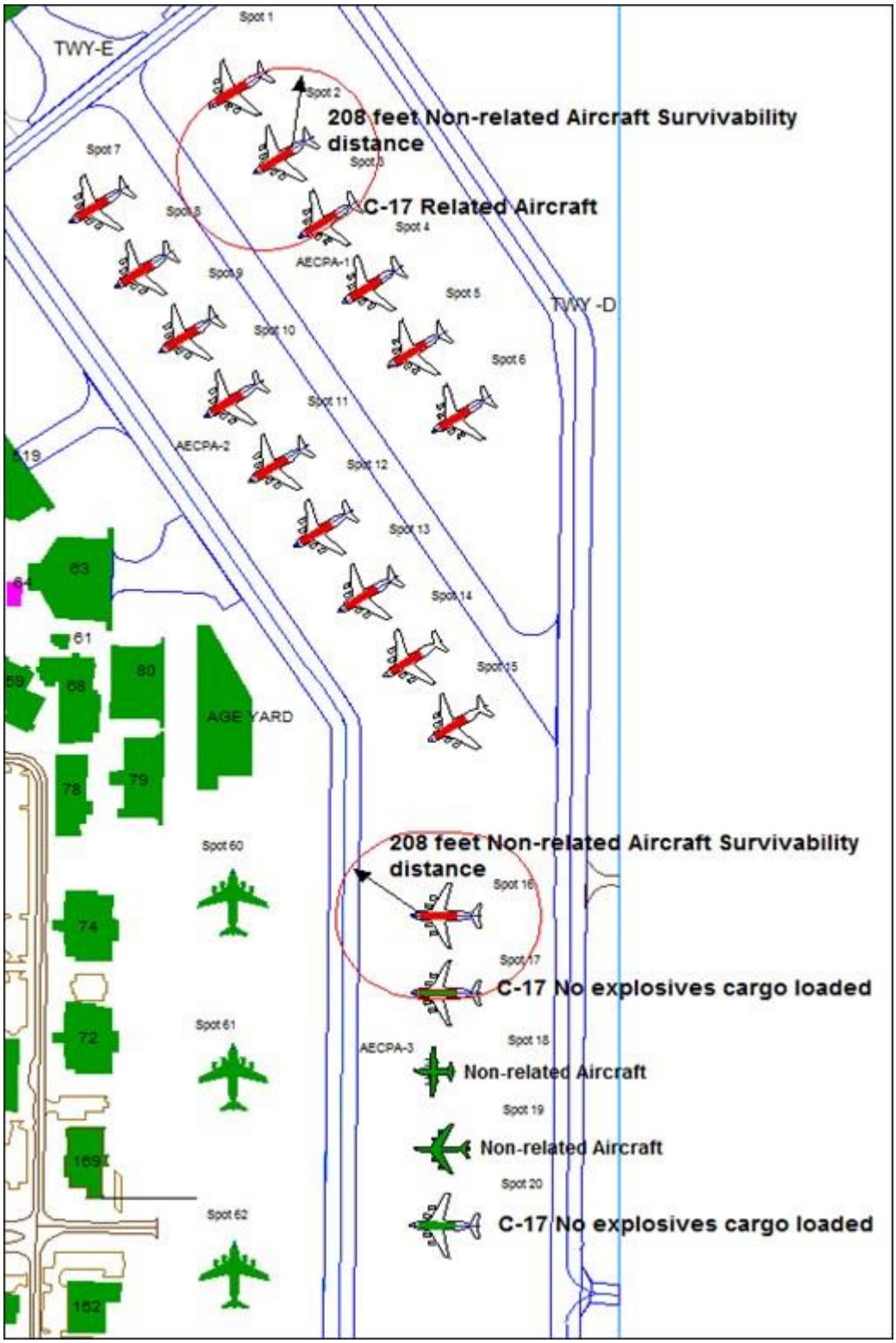


Figure A4.12. Charleston Explosives Laden Cargo Aircraft Parking Plan Continued.

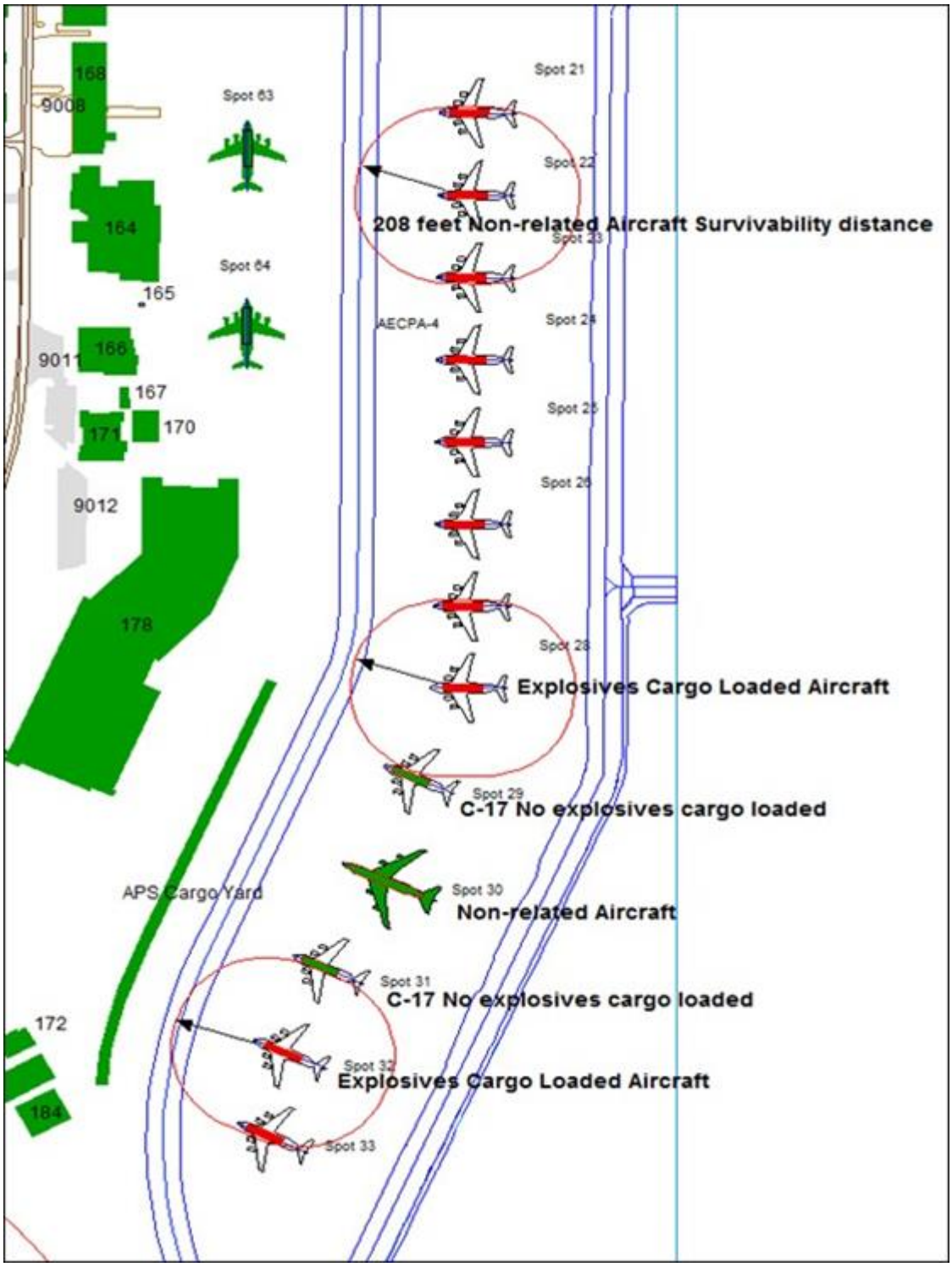
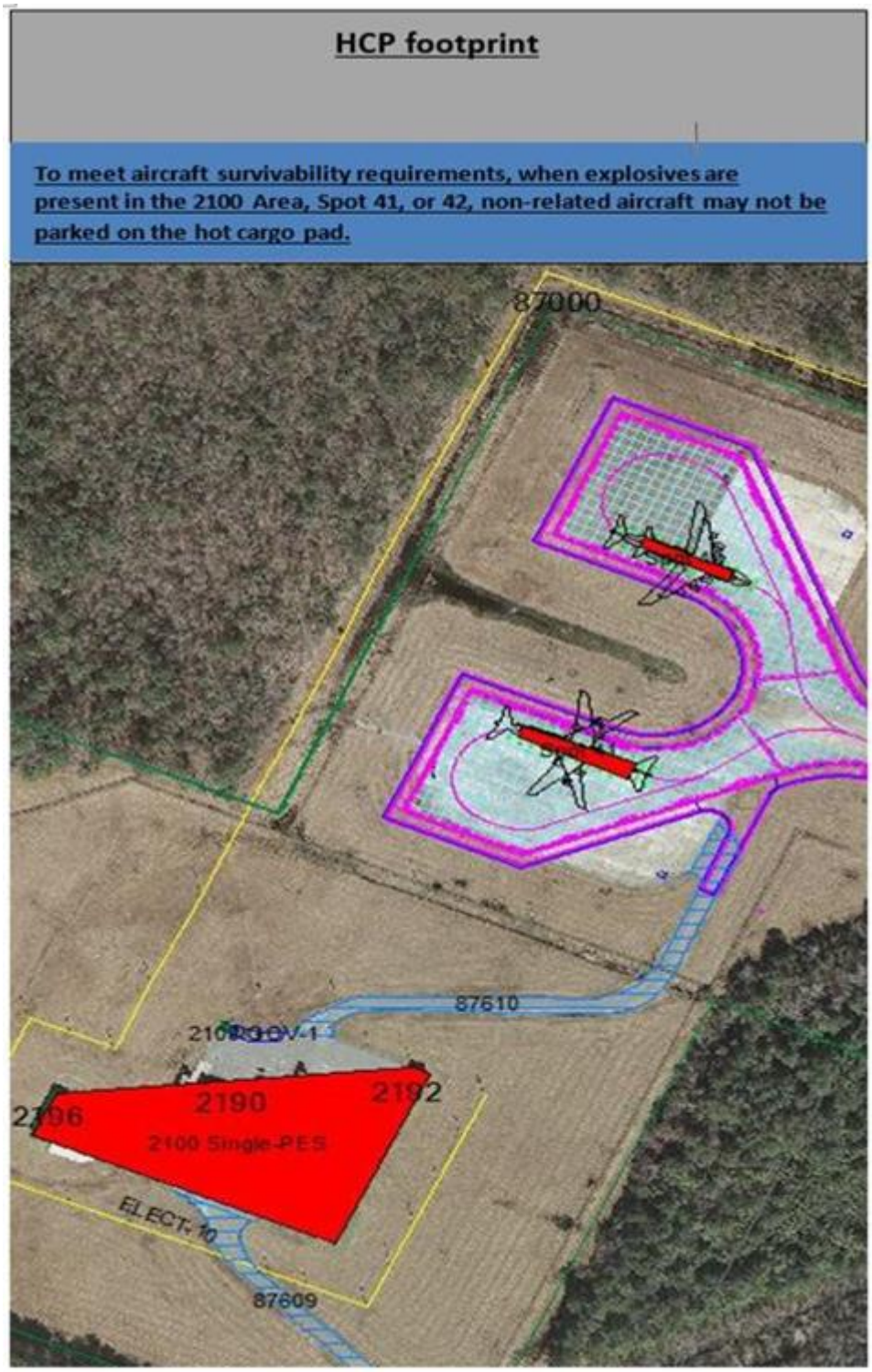


Figure A4.13. Hazardous Cargo Pad (HCP) footprint.



Attachment 5

ARFF MATRIX

Figure A5.1. Aircraft Rescue/ Fire Fighting Matrix.

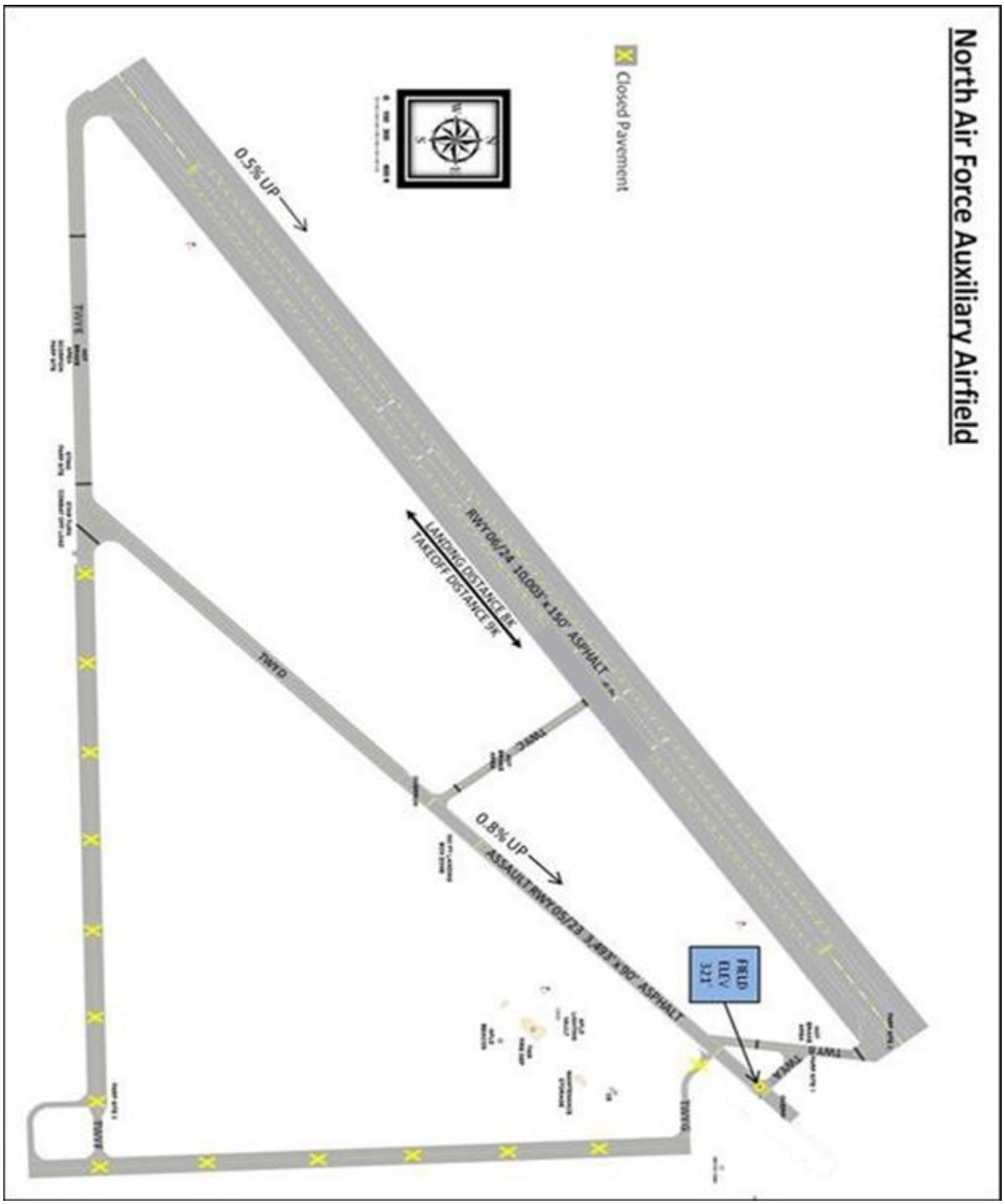
Aircraft Type		Optimum Level Service		Reduced Level Service		Critical Level Service		Inadequate Level Service		Assigned-Normal Level of Service
	USAF Cat	OLS-firefighters	OLS-Gallons VVRP+Q1+Q2+Q3	RLS-firefighters	RLS-Gallons Q2+Q1	CLS-firefighters	CLS-Gallons Q1	ILS-firefighters	ILS-Gallons	Bases of assigned aircraft (USAF Cat 1-6)
F-16, A-10, C-21, F-15, F-22, T-37B, BQM-34, RQ-1A/B, T-38, AT-38, MQM-107, T-6A, UV-18, QF-4, CV-22, UH-1N, C-38A, T-1, RQ-4, C-12, F-35, F-117, F-22	1	14	2,500-1340	13-8	1,339-526	7	526-325	4	324	OLS

C-20,C-27	2	14	4,000-2760	13-8	2,759-1,316	7	1,315-752	4	751	OLS
C-9, C-40, C-130, E-3, E-8,T- 43,C-37,MH-53,C-32,C-22,RC-135	3	14	5,000-4880	13-8	4,879-3,335	7	3,334-1,322	4	1,321	OLS
C-17, B-1, B-2, B-52, KC-135, KC-46	4	17	8,000-7780	16-8	7,779-4,364	7	4364-1732	4	1731	Assigned Cat 4
VC-25, KC-10, E-4 (747), MD-11,	5	18	10,000-9570	17-8	9,569-6,292	7	6291-2330	4	2329	RLS
C-5	6	19	13,000-12626	18-8	12,625-7,508	7	7507-2589	4	2588	CLS

Attachment 6

NORTH AUXILIARY AIRFIELD DIAGRAM

Figure A6.1. North Auxiliary Airfield Diagram.



Attachment 7

STANDARD NORTH FIELD VFR TRAFFIC PATTERNS

Figure A7.1. Standard North Field VFR Traffic Patterns.

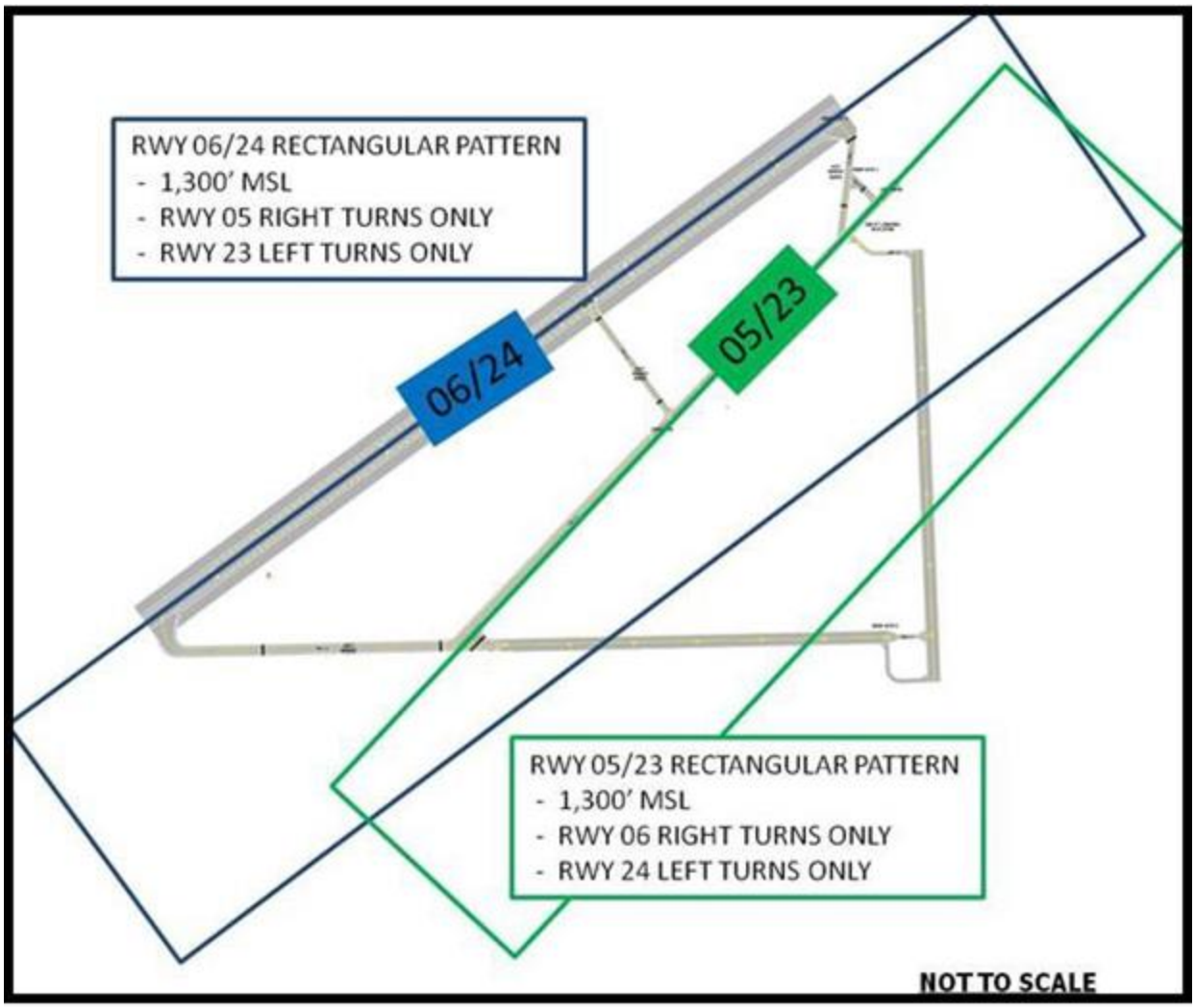
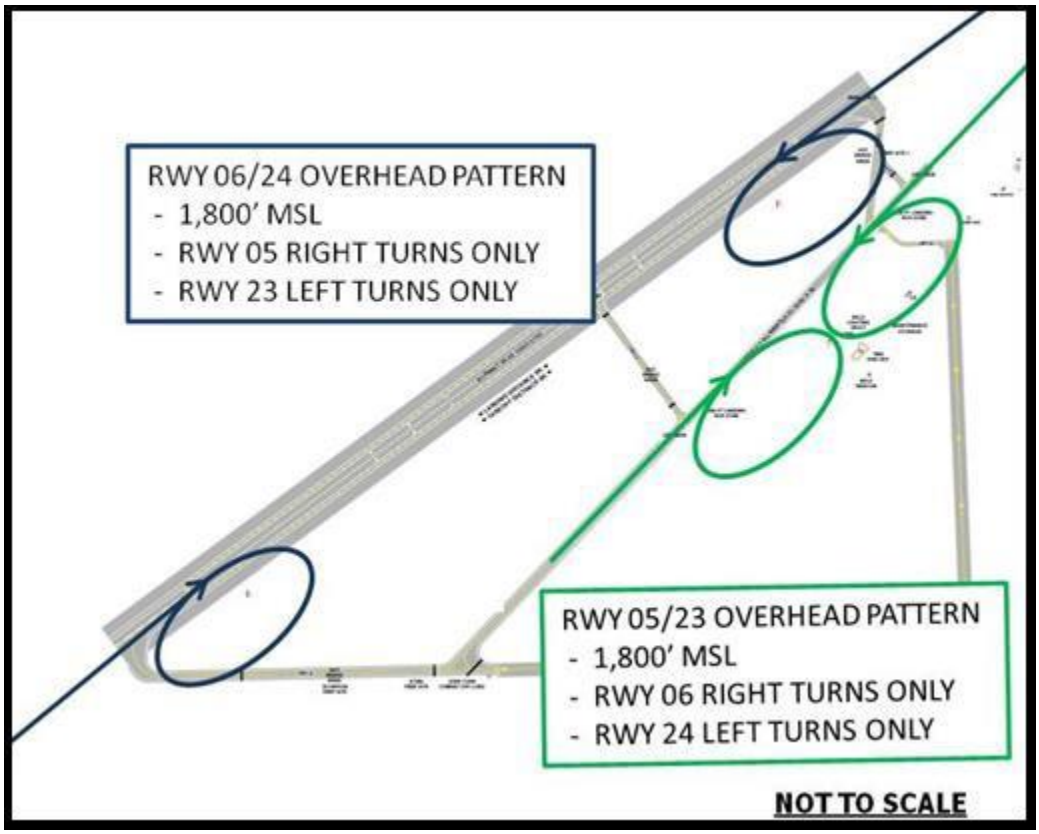


Figure A7.2. Standard North Field VFR Traffic Patterns Continued.



Attachment 8

NORTH AUXILIARY AIRFIELD DROP ZONES

Figure A8.1. North Auxiliary Airfield Drop Zones.