BY ORDER OF THE COMMANDER
15TH WING

15th WING INSTRUCTION 13-204

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Nuclear, Space, Missile, Command, and Control

AIRFIELD OPERATIONS

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This instruction implements Air Force Policy Directive (AFPD) 13-2, *Air Traffic Control, Airspace, Airfield and Range Management*. It establishes procedures and requirements for airfield operations. The procedures established in this instruction apply to host, tenant and transient agencies using airfield facilities on Hickam Field at Joint Base Pearl Harbor-Hickam (JBPH-H). This publication applies to Air Force Reserve Command (AFRC) Units and Air National Guard (ANG) Units. This publication may not be supplemented. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) located at: **https://www.my.af.mil/afrims/afrims/afrims/rims.cfm**. Unless specified in this instruction, all waivers must be submitted to the OPR for review and approval. This publication requires the collection and/or maintenance of information protected by the Privacy Act, 1974. The authority to collect and/or maintain the records prescribed in this publication are 10 U.S.C. 8013, Secretary of the Air Force: powers and duties; delegation by, as implemented by Air Force Manual (AFMAN) 13-204 Volume 1, *Management of Airfield Operations,* AFMAN 13-204 Volume 2, *Airfield Management,* AFMAN 13-204, Volume 3 *Air Traffic Control* and Executive Order 9397. Collected information is "For Official Use Only" IAW with Department of Defense (DoD) 5400.7-R, *DoD Freedom of Information Act Program*, Chapter 4. Requests to release PA information to

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SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include requirements of AFMAN 13-204 Vol 1, *Management of Airfield Operations*, AFMAN 13-204 Vol 2, *Airfield Management*, and AFMAN 13-204 Vol 3, *Air Traffic Control*.

Chapter 1

AIRFIELD OPERATIONS RESPONSIBILITIES

1.1. Scope and Purpose of this Instruction.

1.1.1. The Airfield Operating Instruction (AOI) provides guidance regarding airfield and terminal environment activities, which directly affect flying operations. It is the primary source document for describing local Air Traffic Control (ATC), airfield, and flying operations applicable to base-assigned aircrews such as Instrument Flight Rules (IFR), radar traffic patterns, In-Flight Emergency (IFE)/Ground Emergency (GE) response procedures, and local aircraft priorities, etc.

1.2. Responsibilities.

1.2.1. The 15th Operations Support Squadron/Airfield Operations Flight (15 OSS/OSA) is the office of primary responsibility (OPR) for this publication. Commanders of all assigned, attached or associate units within the 15th Wing (15 WG) to include: Air Force Reserve, Air National Guard, US Navy, US Marines, US Army, US Coast Guard, and tenant units will ensure compliance with this instruction.

Chapter 2

GENERAL

2.1. Operations.

2.1.1. Hickam Field is a shared-use airfield. The State of Hawaii is responsible for operations and maintenance of the Daniel K. Inouye International Airport (HNL). Hickam Field is responsible for operations and maintenance of all taxiways, taxilanes, and parking ramps located on Hickam Field (see **Attachment 2**). The 15th Wing Commander (15 WG/CC) is the Senior Airfield Authority (SAA) for Hickam Field. The Hawaii Air National Guard (HIANG) and 154th Wing (154 WG) have operational control and responsibility of Taxiway Mike (M) and all aircraft parking/maintenance facilities accessed by Taxiway M. Air Traffic Service is provided by the Federal Aviation Administration (FAA), which provides all Air Traffic Services (Terminal, Approach, and Enroute control) to include: Navigational Aids (NAVAIDS), Terminal Instrument Approach Procedures, and Automated Terminal Information Service (ATIS) for HNL and Hickam Field. Services to include local flying area and Visual Flight Rule (VFR) and Instrument Flight Rule (IFR) procedures, breakout, go around, and missed-approach procedures are identified in the Department of Defense (DoD) Flight Information Publications (FLIPs) and the Hawaii Airports and Flying Safety Guide available online at: **http://hawaii.gov/dot/airports/library/publications-and-statistics**.

2.2. Runways and Taxiways.

2.2.1. The State of Hawaii operates four active runways supporting operations at HNL and Hickam Field. Field elevation is 13 feet Mean Sea Level (MSL). Runway selection is determined by the Honolulu Control Facility (FAA).

2.2.2. Runway 08L/26R is designated as the primary instrument runway. Runway 08L/26R is 12,312 feet long and 150 feet wide. The first 500 feet of Runway 08L is constructed of Portland Cement Concrete overlaid with six inches of asphalted concrete (see **Attachment 3**). The runway gradient is 0.37% down eastward.

2.2.3. Runway 08R/26L is identified as the Reef Runway. Runway 08R/26L is 12,000 feet long and 200 feet wide. The entire length of Runway 08R/26L is constructed of asphalt and is the primary runway for heavy aircraft departures (see **Attachment 3**). There is no runway gradient for this runway.

2.2.4. Runway 04R/22L is identified as an instrument runway. Runway 04R/22L is 9,000 feet long and 150 feet wide. The entire length of Runway 04R/22L is constructed of asphalt (see **Attachment 3**). The runway gradient is 0.0028% down northeast.

2.2.5. Runway 04L/22R is 6,952 feet long and 150 feet wide. The entire length of Runway 04L/22R is constructed of asphalt (see **Attachment 3**). The runway gradient is 0.005% down southwest.

2.2.6. All HNL runways and taxiways are stressed for the heaviest aircraft in the United States Air Force (USAF) inventory with the exception of Taxiways Golf (G), Lima (L) and Papa (P).

2.2.7. All Hickam Field taxiways are constructed of asphalt. Taxiways Alpha 1 - Alpha 4 (A1-A4), Hotel Alpha (HA), Hotel Bravo (HB), Hotel Charlie (HC), Tango (T), and Victor (V) provide access to Hickam Field parking ramps and HNL runways. HNL Taxiways Delta (D), Juliet (J), Papa (P), Uniform (U), and Whiskey (W) provide access to HNL parking ramps and HNL runways. Taxiways G and L between Taxiway Alpha (A) and Runway 08L/26R are unavailable to wide-bodied and four-engine turbojet aircraft under aircraft power.

2.2.8. Taxiway Mike (M) serves as access to the HIANG parking apron and is restricted to aircraft with a wingspan of 45 feet or less.

2.2.9. All Hickam Field taxilanes and taxiways are a minimum of 75 feet wide. All aircraft taxiing in front of the Alert Facility on Taxiway T should use inboard engines only. No other taxi power setting restrictions exist for Hickam Field.

2.3. Airfield Operating Restrictions.

2.3.1. All operational/airfield restrictions (closure or adjustments of any part of Hickam Field airfield, reduction of aircraft servicing, special aircraft movements, etc.) must be coordinated and approved by the 15th Wing Airfield Manager (15 OSS/AFM) or 154th Wing Airfield Manager (154 WG/AFM) for HIANG areas. There are no permanently closed/unusable portions on the airfield.

2.3.2. Hickam Field is designated a Non-Controlled Movement Area to include those portions of Taxiway V North of the Airport Operations Area (AOA) boundary marking and on Taxiway T North of the enhanced VFR hold line. AOA boundary markings are a solid, yellow line parallel to a dashed yellow line identifying the AOA boundary on Hickam Field airfield at Taxiways A1-A4, M, and V. Taxiway T has an enhanced VFR hold line, consisting of two solid yellow and two dashed yellow lines (taxiway centerline is outlined with dashed marking on each side 150’ prior to the hold line markings) identifying the boundary between the taxiway and the runway. The Controlled Movement Areas (CMA) are located within the HNL (AOA). This includes the active runways, taxiways, and authorized areas of the airfield utilized for taxiing, takeoff and landing of aircraft, including helicopter hover taxiing (exclusive of aprons).

2.3.2.1. Airfield Vehicle/Pedestrian Operations. Procedures for vehicle/pedestrian movements on Hickam Field airfield and within the AOA are outlined in the 15 WGI 13-213, *Airfield Driving Instruction*.

2.3.3. Hickam Ramp Facility (HRF) is an advisory facility that provides ramp control instructions to aircraft utilizing Hickam Field. While HRF is not an ATC facility, all aircrews are required to adhere to their instructions unless deemed unsafe by the aircraft commander. In those instances, aircraft are to report to HRF that they are unable to comply with the instruction and the reason.

2.3.4. All wide body aircraft parked on Spots 1A-1D and Spots 2D-5D must be moved prior to C-5/B-747 traversing on Taxilane HB, and aircraft on Spot 9B must be moved to the southern portion of parking Spot 9B to allow DV Row access. All equipment and vehicles parked in front of Hangar 19 must be moved to ensure wingtip clearance for C-5/B- 747 (see **Attachment 2**).

2.3.5. Base-assigned aircraft may taxi or tow between rows of parked aircraft provided taxi lines and nose wheel parking spots are visible and wing walkers are used when wingtip clearance is less than 25 feet. Transient aircraft are met by Transient Alert (TA) personnel at A1-A4, T & V and led to parking.

2.3.5.1. Aircraft with wingspans larger than 200 feet (C-5, B-747, etc.) require wing walkers to traverse Taxiway T. An obstruction is located 135 feet west of the taxiway centerline. The obstruction is the security fence surrounding the Alert Facility on the south side.

2.3.5.2. Aircraft with wingspans larger than 170 feet require wing walkers to traverse Taxilane HC to Row 22. An obstruction is located 137 feet from the Taxilane HC centerline at the intersection of Row 22. The obstruction is an airfield apron light south of Taxilane HC. **NOTE:** C-5, B-747 may traverse by tow operations and using wing walkers.

2.3.6. Aircraft Jacking Operations.

2.3.6.1. Aircraft 3-point and axle jacking (excluding C-17 nose landing gear axle jacking) are only authorized on designated concrete parking spots: 1A, 2A, 3A, 4A, 10A, 10B, 11A, 12A, Rows 7-8, Rows 20-22, Hangar 19, Hangar 21, and Hangar 35 (docks 1 and 2).

2.3.6.2. C-17 integral jacking and nose landing gear axle jacking are authorized on asphalt pavement. Maintenance units will vary locations of integral jacking to minimize asphalt damage. Integral jacking and nose landing gear axle jacking should not take place during peak sunlight hours (normally 1100L-1400L).

2.3.6.3. C-5 kneeling operations may take place on 23A/B/C and 8A/B.

2.3.6.4. All assigned and/or transient maintenance units except 735 AMS will coordinate with 15th Wing Maintenance Operations Control Center (15 MXG/MXOC) prior to the start of all aircraft jacking operations.

2.3.7. No vehicles (government/tug/bicycles, etc.) or mobile equipment (liquid oxygen cart/maintenance stands, etc.) will be left unattended at any time within 200 feet of any taxiway centerline. In addition, vehicles and equipment will not be parked or left unattended on any designated driving lane. **NOTE:** Vehicles should refrain to the maximum extent possible from driving along the taxilanes or on taxiways if unable to monitor the Ramp Net.

2.3.7.1. Mobile equipment may be positioned no earlier than three hours prior or no more than three hours after an aircraft's arrival/departure. Otherwise, all mobile equipment will be stored in designated staging areas.

2.3.7.2. Aerospace Ground Equipment (AGE) boxes are white painted boxes on the apron. AGE boxes are located on the South Ramp to support C-17 operations. Equipment placed in the AGE boxes must adhere to the three hour rule IAW UFC 3-260-01, unless previously coordinated with 15th Airfield Management to support particular operations and approved by the 15th Wing OG/CC.

2.3.7.3. When mobile equipment is positioned inside an AGE box, aircraft are permitted to taxi into parking spots adjacent to the AGE box without wing walkers. A marshaller is still required. Additional block-in procedures and requirements are outlined in AFI 11-2C-17, Vol. 3, *C-17 Operations Procedures.*

2.3.8. Jogging is not authorized on the airfield. **Exception:** Federal Fire Department (FFD) is authorized to jog on the access road fronting the Fire Department (Bldg 2036). **NOTE:** PPE Equipment must be in use.

2.3.9. The use of personal audio headphones is not authorized on the airfield. Use of cell phones or other telecommunication devices without the use of a hands-free device is prohibited while driving on the airfield. **Exception:** The use of a two-way radio is authorized as long as it does not take the driver's eyes off of the road.

2.3.10. Hickam Field Federal Fire Department Emergency Services may use areas on the airfield for vehicle driver training provided the area is not required for aircraft parking. Prior coordination with 15 OSS/OSAA and 15 MXG/MXOC at least 24 hours prior to training is required.

2.3.11. In the interest of safety, appropriate military/civilian attire is required while performing duties on the airfield.

2.3.12. Smoking and/or consumption of alcohol is prohibited on the airfield.

2.4. Hours of Operation.

2.4.1. 15 OSS/OSA (Airfield Management Operations, HRF), HNL Duty Manager, and HNL ATC are all 24/7 facilities.

2.5. Airfield Obstructions.

2.5.1. HNL TWR (190 feet), Primary HRF (151.6 feet), Old Tower (89 feet) and Hangar 21 (96 feet) are the highest AGL obstructions located on the airfield.

2.6. Airfield Blind Spots.

2.6.1. Primary HRF: Parking Row 4, Row 6, spots 3C, 3D, 5B, both aircraft wash racks, Hangar 35 (docks 1 and 2), Taxilane HB adjacent to Rows 1, 3, and 4, and portions of the vehicle access road are not visible.

2.6.2. Alternate HRF (Bldg 2050, Room 101A): All parking aprons except North Ramp minus the wash racks and Row 6 are not visible.

2.7. Aircraft Parking Plan.

2.7.1. Base-assigned and transient aircraft parking areas are outlined below. Parking may be reassigned due to mission requirements. Any deviations to the dedicated parking plan must be coordinated and approved through 15 OSS/OSAA, 15 MXG/MXOC, and 735 AMS/MOC. This includes non-standard parking to support static displays in support of functions such as Change of Command ceremonies, etc. (see **Attachment 2**). **NOTE:** The word "smaller" as defined in this instruction includes aircraft wingspan and length.

2.7.2. Distinguished Visitor (DV) Rows 1-3: B747 or smaller. Prior coordination and approval from 15th Wing Protocol (15 WG/CCP) is required. **NOTE:** Parking spot DV1 is marked with two taxi lead-in lines to support various DV aircraft (President of the United States, National Airborne Operations Center, B-747, etc.). Any aircraft scheduled to park on DV1 that requires stair truck support, will be parked on the lead-in line farthest from the Red Carpet in order to avoid damaging the Red Carpet during aircraft servicing.

2.7.3. Rows 1-4: C-17 or smaller.

2.7.3.1. 203d Air Refueling Squadron (ARS) KC-135 aircraft routinely park on Row 2 (2B – 2C), Row 3 (spots 3A – 3C) and Row 4 (spots 4A – 4C).

2.7.4. Row 5: C-17 or smaller. **NOTE:** When any portion of Row 5 is being used for fighter aircraft parking, the remaining spots on Row 5 will be restricted to aircraft with a wingspan of 44.6 feet or smaller with a wingtip clearance of 25 feet between aircraft.

2.7.5. Row 6: C-40 or smaller. Spot 6A: C-37; Spot 6B: C-40; Spot 6C: C-37. C-40 aircraft can park on Spot 6A or 6C when Spot 6B is empty.

2.7.5.1. 65th Airlift Squadron (AS) routinely parks on Row 6 or inside Hangar 35.

2.7.5.2. Aircraft other than 65 AS must coordinate with 15th MOC for parking.

2.7.6. Row 7: Transient fighter aircraft with wingspan of 44.6 feet or smaller. Aircraft with a wingspan larger than 44.6 feet must use non-standard parking on Row 7. Prior coordination and approval from the 15 OSS/AFM is required. **NOTE:** If an aircraft is parked on the maintenance spot on Row 8, Spots 7A – 7H will be restricted to tow-in only with wing walkers.

2.7.6.1. 19th Fighter Squadron (15 WG) and the 199th Fighter Squadron (154 WG/HIANG) may park on Row 7 with prior coordination and approval from the 15 OSS/AFM.

2.7.7. Row 8: KC-135 or smaller.

2.7.8. Row 9: Spot 9A: C-17; Spot 9B: KC-135; Spot 9C: C-20.

2.7.9. Rows 10-17: C-17 or smaller.

2.7.9.1. 735th Air Mobility Squadron (AMS) has exclusive use of Spots 14A and 15A.

2.7.9.2. National Airborne Operations Center (NAOC) aircraft will use Spot 16A (primary), Spot 17A (alternate), or Spot 23A (alternate).

2.7.10. Row 18: C-130 or smaller.

2.7.11. Row 19: Not an approved parking spot. **NOTE:** Row 19 may be used for helicopter maintenance (breaking down/assembly/hover checks) operations with prior coordination and approval from the 15 OSS/AFM. When in use, wingtip clearance to Spot 18C must be maintained.

2.7.12. Rows 20-23: AN-124/B-747-8/C-5 or smaller. Aircraft larger than a C-5 require wing walkers.

2.7.12.1. 735 AMS has exclusive use of Rows 20-23. Prior coordination and approval from 735 AMS is required for utilization of their designated parking spots.

2.7.13. Hot Cargo Pad (HCP): C-5 or smaller.

2.7.13.1. 735th Air Mobility Squadron, Capability Forecasting (735 AMS/CAPES) and/or Air Terminal Operations Center (735 AMS/ATOC) will submit an Explosive Clearance Worksheet (ECW) for explosive cargo upload/download /through load of Hazard Class Division 1.1 through 1.2.3. to 15 OSS Airfield Management Operations (15 OSS/AMOPS) no later than 72 hours prior to aircraft arrival/departure.

2.7.13.2. As determined by the 15th Wing Weapons Safety Manager (15 WG/SEW), Taxiway Bravo will be closed to all civilian aircraft between Taxiways Golf and Romeo Bravo when specified below.

2.7.13.2.1. Net Explosive Weight (NEW) for Hazard Classification/Division (HC/D) 1.1 is greater than 109 lbs.

2.7.13.2.2. NEW of 1.2.1 is greater than 900 lbs.

2.7.13.2.3. The combined NEW of 1.2.1 and 1.2.3 is greater than 109 lbs.

2.7.13.3. 15 OSS/OSAA will coordinate with the HNL Duty Manager for closures of Taxiway B. Upon approval of Taxiway B closure, AMOPS will notify 735 AMS/CAPES of approval of HCP request. Approval is only granted between the hours of 1800L and 0600L.

2.7.13.4. Parking of non-explosive laden aircraft on the HCP is not recommended. However, if HCP parking is required for emergency or contingency purposes, a waiver request must be submitted to the 15 WG/CC through 15th Wing Weapons Safety office (15 WG/SEW).

2.7.13.5. Any unit requiring the use of HCP 1 will coordinate with 15 OSS AMOPS for closure of Base X (647 CES Emergency Readiness training area near the golf course).

2.7.14. Military aircraft will be parked in designated restricted areas to the maximum extent possible. Airfield restricted area markings are red with white entry control points (see **Attachment 2**). Only individuals possessing and displaying a Restricted Area Badge (RAB), listed on an Entry Access List (EAL) or have Aeronautical Orders, for the designated area, may enter the applicable restricted area. Unauthorized entry will result in detention by 647th Security Forces Squadron (647 SFS) personnel.

2.8. Aircraft Taxiing/Towing Operations.

2.8.1. Before any aircraft movement for maintenance, personnel must obtain approval from their respective MOC. The respective MOC will coordinate all maintenance aircraft movement requests with HRF.

2.8.1.1. Upon notification to HRF, the respective MOC will notify the requestor to contact HRF via land mobile radio (LMR) or Very High Frequency (VHF)/Ultra High Frequency (UHF) radios for aircraft movement approval. Requestor will maintain radio contact with HRF for the entire duration of the aircraft movement and inform HRF when tow is complete.

2.8.2. All tow operations from Hickam Field to the HCP require a minimum of 15 minutes prior coordination with HRF and AMOPS.

2.8.3. All aircraft movements that will enter the HNL Airport Operating Area (AOA) must be conducted IAW AFI 11- 218, *Aircraft Operations and Movement on the Ground*, and 15WGI 13-213, *Airfield Driving.*

2.8.4. Heavy Aircraft Jet Thrust Avoidance Procedures. Aircraft will not taxi or be towed within 200 feet to the rear of any heavy aircraft while engines are running above idle.

2.9. Precision Approach Critical Areas.

2.9.1. HNL runways have four Precision Approach Critical Areas requiring protection from possible signal interference caused by aircraft and vehicles operating between the localizer/glideslope antennas and arriving aircraft conducting an Instrument Landing System (ILS) approach. These protected areas are the Localizer and Glideslope Critical Areas, which are located at the departure and approach ends of Runways 8L and 4R, respectively. Aircraft and vehicles are prohibited from operating in these areas when the reported ceiling is less than 800 feet or the visibility is less than two statute miles and an aircraft is on an ILS approach inside the Final Approach Fix. ILS instrument hold signs and taxiway instrument hold lines protect these areas (see Attachment **5, 6, 7).**

2.9.2. HNL precision approach critical areas are protected IAW FAA criteria as described in FAAO 6750.16. The dimensions of the areas are as follows:

2.9.2.1. Runway 8L Glideslope Critical Area - 500 × 1,200-foot rectangle extending west (toward the approach end) from the glide slope antenna (see **Attachment 5**).

2.9.2.2. Runway 8L Localizer Critical Area - 500 × 1,200-foot rectangle extending west (toward the approach end) from the localizer antenna and a 50-foot extension behind the antenna (see **Attachment 6**).

2.9.2.3. Runway 4R Glideslope Critical Area - 500 × 1,200-foot rectangle extending west (toward the approach end) from the glide slope antenna (see **Attachment 7**).

2.9.2.4. Runway 4R Localizer Critical Area - 500 × 2,000-foot rectangle extending west (toward the approach end) from the localizer antenna and a 50-foot extension behind the antenna (see **Attachment 6**).

2.9.2.5. None for runway 26R or 22L

2.10. Engine Run Procedures.

2.10.1. The respective MOC will request all maintenance engine runs with HRF at least 15 minutes prior to engine start to de-conflict airfield activities. The following information will be provided: type of aircraft, tail number, location, duration, and power setting of engine run. If reverse power, also state direction.

2.10.2. The following engine run procedures apply:

2.10.2.1. Obtain approval and maintain radio contact with HRF prior to all engine runs, before any power-setting changes, and through completion.

2.10.2.2. Reduce engine power settings or terminate the run if directed by HRF.

2.10.2.3. Comply with all technical data, safety requirements, and any additional limitations specified by other directives.

2.10.2.4. Notify HRF when engine run is complete.

2.10.3. Base-assigned and transient aircraft engine run parking areas are outlined below:

2.10.3.1. Idle Engine Runs: Approved on all parking spots without restrictions.

2.10.3.2. Reverse Engine Runs: Approved on all parking spots except 16A, 16B, and 23A with the following restriction:

2.10.3.2.1. C-17 aircraft can operate two symmetric engines above idle in reverse no higher than 1.18 Engine Pressure Ratio IAW applicable C-17 technical data.

2.10.3.3. Above Idle: Engine runs above idle (to include max power) are approved on the following parking spots with the following restrictions:

2.10.3.3.1. Row 8: C-17 or smaller (not including fighter aircraft). Aircraft must be towed into or pushed back into Row 8 with wing walkers when aircraft are parked on Row 7. **NOTE:** C-5 and KC-10 aircraft can utilize Row 8 with prior coordination and approval from 15 MXG/MXOC and 15 OSS/OSAA. KC-10 aircraft will not operate the tail engine when conducting above idle engine runs without 15 OSS/AFM approval. **NOTE:** If KC-10 #2 engine run is approved for Row 8, road guards must be posted on Mamala Bay Rd.

2.10.3.3.2. Spot 9B: KC-135 or smaller (not including fighter aircraft). 2.10.3.3.3. Spot 20A – 20D: C-5 or smaller (not including fighter aircraft). 2.10.3.3.4. Spot 22D: C-5 or smaller (not including fighter aircraft).

2.10.3.3.3. Spot 23A – 23C: C-5 or smaller can conduct engine run on Spot 23A only if Spot 23B is open and on Spot 23B only if Spot 23C is open.

2.10.3.3.4. Hot Cargo Pad: C-5 or smaller (not including fighter aircraft). NOTE: C-5 aircraft will not conduct full power engine runs unless they have an 800 foot jet blast clearance (at a minimum) to the rear of the aircraft.

2.10.3.3.5. Fighter aircraft: All above idle/full power engine runs for fighter aircraft are approved on the following parking spots with coordination and approval from 154 WG/MOC:

2.10.3.3.5.1. 154th Wing Trim Pad (adjacent to Alert Facility).

2.10.4. Requested maintenance engine runs during published quiet hours must be coordinated and approved IAW Quiet Hour Procedures outlined in this instruction.

2.10.5. Aircrew who require engine run power checks prior to departure must coordinate with HRF for use of an authorized max power engine run location.

2.10.6. The 15 OSS/AFM is the approval authority for above idle (to include max power) engine runs on all other locations.

2.10.7. HRF has the authority to terminate any/all engine runs without prior notification due to any potential safety issue.

2.11. Quiet Hour Procedures.

2.11.1. Quiet hours for engine runs are in effect daily from 2300L until 0500L.

2.11.2. The 15th Maintenance Group Commander (15 MXG/CC) is the approval authority for all quiet hour above idle engine run requests. 15 MXG/MXOC will coordinate all requests for approval to the 15 MXG/CC. **NOTE:** If possible, initiate all requests (calls) before 2200L.

2.11.3. Preferred quiet hour engine run parking areas for above idle are outlined below:

2.11.3.1. Row 20 and Row 22.

2.11.3.2. HCP (explosive-laden aircraft only).

2.11.3.3. Runways 04L, 08R, and 26L.

2.11.4. Noise Abatement. All existing control measures will be implemented to limit noise on the airfield and its effect on the surrounding community. Any person(s) with a complaint should be referred to Public Affairs.

2.12. Explosive-Laden Aircraft Parking (ELAP)/Hot Cargo Pad.

2.12.1. 735 AMS/CAPES, 735 AMS/Air Mobility Control Center (735 AMCC), 735 AMS/MOC, 15 MXG/MXOC, 15 WG/SEW, and/or 15 OSS/OSAA will notify each other when an aircraft is carrying explosive cargo.

2.12.2. The required information to be relayed to each applicable unit is as follows:

2.12.2.1. Type of aircraft and aircraft tail number.

2.12.2.2. Hazard classification and the NEW of the munitions.

2.12.2.3. Preferred parking spot.

2.12.3. The respective MOC will notify 647th Security Forces Squadron (647 SFS) and Hickam Field Fire Department of the above information as well as any updates, changes, and/or cancellations.

2.12.4. 15 OSS/OSAA will notify 647 CES/Explosive Ordinance Disposal (647 CES/CED) and 15 WG Munitions to ensure no explosive detonations are accomplished when an explosive laden aircraft is parked on HCP 3.

2.12.5. The primary ELAP parking areas are: HCP 1 – HCP 3, which are located south of Taxiway B between Taxiway RB and Taxiway G.

2.12.6. ELAP Restrictions and Limits. The following explosive loading restrictions and limits are for planning purposes only. All limits should include the term Net Explosive Weight (NEW) for the classification. 15th Wing Weapons Safety (15 WG/SEW) maintains all official site plans with the most current NEW limits.

2.12.6.1. Explosive limits for HCP 1 – HCP 3: HC/D 1.1 25,000 lbs; HC/D 1.2.1 19,800 lbs $\leq$ 400; HC/D 1.2.2 30,000 lbs,; HC/D 1.2.3 (10) 30,000 $\leq$ 250 lbs; HC/D 1.3 60,000 lbs and Mission-Essential Quantities (MEQ) of HC/D 1.4.

2.12.6.2. Explosive limits for the 735 AMS/Air Mobility Command (AMC) Ramp:

2.12.6.2.1. Spot 16A: 10,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.2. Spot 16B: 10,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.3. Spot 17A: 60,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.4. Spot 18A: 3,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.5. Spot 18B: 3,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.6. Spot 18C: 3,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.7. Spot 20A: 160 lbs of HC/D 1.2.2, 12,000 lbs of HC/D 1.3, and MEQ of HC/D 1.4.

2.12.6.2.8. Spot 20B: 160 lbs of HC/D 1.2.2 and; 12,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.9. Spot 20C: 160 lbs of HC/D 1.2.2; 12,000lbs of HC/D 1.3 and MEQ of HC/D 1.4. Aircraft cannot park at location when explosive loaded aircraft are parked at 20D and NEW is > 164 lbs of HD 1.2.2 and/or > 12,418 lbs of HD 1.3. Spot 20D: 1,000lbs of HC/D 1.2.2; 60,000lbs of HC/D 1.3 and MEQ of HC/D 1.4. If NEW is > 164 lbs of HD 1.2.2 and/or >12,418 lbs of HD 1.3 spot 20C cannot be used to park any aircraft.

2.12.6.2.10. Spot 21A: 160 lbs of HC/D 1.2.2; 12,000 lbs of HC/D 1.3, and MEQ of HC/D 1.4.

2.12.6.2.11. Spot 21B: 160 lbs of HC/D 1.2.2; 12,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4. Aircraft cannot park at location when explosive loaded aircraft are parked at Spot 21C and NEW is > 169 lbs of 1.2.2 and/or > 12,679 lbs 1.3.

2.12.6.2.12. Spot 21C: 1,300 lbs of HC/D 1.2.2; 60,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4 If NEW is > 169 lbs of HD 1.2.2 and/or 12,679 lbs of 1.3 Spot 21B cannot be used to park any aircraft.

2.12.6.2.13. Spot 22A: 160 lbs of HC/D 1.2.2; 12,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.14. Spot 22B: 160 lbs of HC/D 1.2.2; 12,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4.

2.12.6.2.15. Spot 22C: 160 lbs of HC/D 1.2.2; 12,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4. Aircraft cannot park at location when explosive loaded aircraft are parked at Spot 22D and NEW is > 169 lbs of 1.2.2 and/or > 12,679 lbs 1.3.

2.12.6.2.16. Spot 22D: 1,000 lbs of HC/D 1.2.2; 60,000 lbs of HC/D 1.3 and MEQ of HC/D 1.4. If NEW is > 169 lbs of HC/D 1.2.2 and/or 12,679 lbs of 1.3 Spot 22C cannot be used to park any aircraft.

2.12.7. Taxiway B will be closed to all civilian aircraft between Taxiways Golf and Romeo Bravo when HC/D 1.1 is > 109 lbs, HC/D 1.2.1 is > 900lbs or maximum credible event (MCE) is > 109lbs, or HC/D 1.2.3 MCE is > 109 lbs or the parenthetical fragment distance is > 600 feet, as determined by the 15 WG/SEW, with explosives present on HCP 1, HCP 2, and/or HCP 3. If the closure of Taxiway B is required, 15 OSS/OSAA will coordinate the closure with the HNL Duty Manager and will notify the appropriate agencies upon approval. **NOTE:** MOU 900 restricts the MCE to >109LBS for 1.1, 1.2.1, and 1.2.3 on the HCP. Contact 15 WG/SEW for further details.

2.13. Hot Brake Areas.

2.13.1. Preferred hot brake parking areas are outlined below.

2.13.1.1. Landing Runway 04R/08L – utilize HCP 3 (west end).

2.13.1.2. Landing Runway 08R – utilize Taxiway RH. Aircraft should be positioned midway on Taxiway RH to provide the greatest separation between Taxiway RA and Runway 08R. Use Taxiway RA at Runway 8R when directed by HNL ATC.

2.13.1.3. Landing Runway 26L – utilize Taxiway RC. Aircraft should be positioned midway on Taxiway RC to provide the greatest separation between Taxiway RA and Runway 26L. Use Taxiway RB at Runway 26L when directed by HNL ATC.

2.13.2. HNL ATC, Supervisor of Flying (SOF), and/or Federal Fire Emergency Services have the authority to direct aircraft with hot brakes to an alternate location depending on aircraft condition and location availability. Coordination with HNL ATC is required when using an undesignated hot brake area (see **Attachment 12**).

2.13.3. Aircraft with hot brakes carrying forward-firing munitions will hold:

2.13.3.1. HCP 3 – turn aircraft heading 260°.

2.13.3.2. Taxiway RC or Taxiway RM – turn aircraft heading 220°.

2.13.3.3. Taxiway RG or Taxiway RH – turn aircraft heading 170°.

2.13.4. See **Table 2.1 thru Table 2.4** for aircraft hot brake and heading summaries.

2.14. Fighter Explosive-Laden Aircraft Parking.

2.14.1. IAW DESR_6055.09_AFMAN 91-201, *Explosive Safety Standards*, aircraft loaded with HC/D 1.2.2 internal gun (30mm or less), HD 1.3 installed aircraft defensive flares, chaff, and HC/D 1.4 munitions are authorized to park in all designated aircraft parking areas on Hickam Field meeting airfield criteria as determined by 15 OSS/OSAA.

2.14.2. Aircraft loaded with forward-firing munitions, live bombs, external guns, and external flare dispensers will be parked only in spots with an associated approved explosive site plan.

2.14.3. Explosive loaded aircraft operating on HIANG CAPA and Mike CAPA will also need to refer to 154 WG and 154 MXG operating instructions. HIANG CAPA and the Alert Facility are authorized for explosive parking.

2.15. Arm/De-Arm/Hung Munition Locations.

2.15.1. See **Table 2.1 thru Table 2.4** for aircraft de-arm locations and hung munition summaries. Also, see **Attachment 9**, Arming Locations Map, and **Attachment 10**, Storing Locations Map.

2.15.2. For non-forward firing and inert munitions, aircraft may perform arm/safe operations in designated parking spots.

2.15.3. Fighter Aircraft Arming areas for Forward Firing Ordnance (FFO) on Hickam field and HIANG CAPA will be accomplished at Taxiway RC/RH.

2.15.4. Helicopter arming/storing will occur when entering/exiting ranges.

2.15.5. To minimize HNL closures, during hung munitions, EOD and/or Weapons Load Crews may recommend termination of hung munitions emergency response to the on-scene Commander when aircraft and munitions are determined safe to return to parking

2.15.6. HNL ATC, SOF, and/or FFD Emergency Services have the authority to direct aircraft with hung munitions to an alternate location depending on aircraft condition and location availability.

Table 2.1. Fighter Aircraft De-arm: Hot Brakes/Hung Munitions Locations.

Landing Runway	De-arm Area	Munitions Type	FFO Hung Munition/Jammed Gun Heading
All Runways	Primary Location HCP 3 (West end)[1]	Gun/Live	260º
All Runways	Alternate Location Twy RC/RM/RG/RH	Gun/Live	170º
NOTE: For HCP 3/Twy RC/RM/RG/RH usage, coordinate with 15 OSS/OSAA at 449-0046/0048. HNL AOA qualified person/escort required when recovery is on the AOA.			
Hydrazine:			
Proceed to Taxiway RA at Runway 26L/Taxiway RB, or Runway 08R/Taxiway RC/Taxiway RM/Taxiway RG/Taxiway RH as directed by HNL ATC or Fire Emergency Services.			

Table 2.2. Weapons In-Flight Emergency (IFE).

Landing Runway	De-arm Area	Munitions Type	A/C Heading
Rwy 08R/26L	Primary Location Twy RC/RM/RG/RH	Live/Inert	170º
Rwy 08L/26R	Primary Location HCP 3	Live/Inert	260º
NOTE: 1. For HCP 3 usage, coordinate with 15 OSS/OSAA at 449-0046/0048			

Table 2.3. Fighter Alert Operations.

Launch	**Arming Area**	**Munitions Type**	**A/C Heading**
Alert Facility	1-5 in slot	Live	In position
HIANG Ramp	In slot	Live	In position
Recovery (All Rwys)	**De-Arm Area**	**Munitions Type**	**A/C Heading**
Alert Facility	Slot 5	Live	260º
HIANG Ramp	In slot	Live	In position
Hot Brakes/Hung Munition at Slot 5 proceed to: [1]		1 – Hot Cargo 260º 2A – RC/RM 220º 2B – RG/RH 170º	
NOTE: RTB (in air) aircraft with known hung munitions follow Table 2.2 IFE section.			

Table 2.4. Heavy Aircraft Operations.

Aircraft Parking Area		**Arming Area**	**Munitions Type**
Hickam Field Ramp		Prior to take-off, airborne	Flares
Landing Runway IFE Hot Brake[1] Flares[2]	**De-Arm Area**	**Munitions Type**	**A/C Heading**
08L/26R	Primary Location HCP 3	Flares	As taxiing
08R/26L	Twy RC or RH	Flares	As taxiing
NOTE: 1. Aircraft unable to taxi to designated hot brake areas will attempt to hold in locations that will least impact HNL operations. 2. RTB (in air) aircraft with known hung munitions follow Table 2.2 IFE section.			

2.16. Aircraft External Stores/Fuel Dumping/Cargo Jettison/Drag Chute Jettison Operations.

2.16.1. Stores/fuel/cargo may be jettisoned in any clear area (preferably in a warning area) at the pilot's discretion. Coordinate with HNL ATC for traffic advisories prior to jettison.

2.16.2. During instrument meteorological conditions (IMC) or at night, obtain permission from HNL ATC to proceed directly to the HNL VHF Omnidirectional Radio Range (VORTAC) 160º radial at 30 Distance Measuring Equipment (DME) at an altitude assigned by HNL ATC or at 5,000 feet MSL. At 30 DME, turn heading 170º then jettison external stores/fuel/cargo.

2.16.3. Drag Chute Jettison Areas. Drag Chute Jettison may be performed at end of runway for all runways. Prior coordination and approval from 15 OSS/OSAA required. Contact Pilot-to-Dispatch (PTD) at least 30 minutes prior to arrival for coordination with HNL ATC and TA.

2.17. Aircraft Abandonment/Controlled Bailout Procedures.

2.17.1. Over water: obtain permission from HNL ATC to proceed direct to the HNL Tactical Air Navigation System (TACAN) 195º radial at 5 DME, turn to a heading of 195º at 5,000 feet MSL and eject.

2.17.2. Over land: obtain permission from HNL ATC to proceed direct to the HNL TACAN 345º radial at 13 DME, turn to a heading of 040º at 5,000 feet MSL and eject.

2.18. Hydrazine Operations.

2.18.1. Aircraft suspected of hydrazine leaks will be directed to taxi to Taxiways RA, RC, RM, RG or RH. The selected location will be determined by the wind, current runway configuration, and other traffic or as directed by HNL ATC or FFD Emergency Services. Hickam Field does not have a hydrazine storage facility.

2.18.2. Aircraft commanders must maintain radio contact with the senior fire official for specific instructions.

2.18.3. AMOPS will respond IAW the applicable Quick Response Checklist (QRC).

2.19. Distinguished Visitor Notification Procedures.

2.19.1. Upon notification of an inbound DV (code 6 or higher) to Hickam Field, 15 OSS/OSAA will immediately forward the DV's name, estimated time of arrival (ETA) and all other applicable information to 15 WG Command Post (15 WG/CP) and HRF.

2.19.2. HRF will monitor HNL ATC frequencies to determine when the aircraft is in the local traffic area. HRF will pass this information to 15 OSS/OSAA, when received.

2.19.3. 15 OSS/OSAA will notify 15 WG/CP and HRF of any updated information.

2.19.4. 15th Wing Protocol (15 WG/CCP) will determine if the 50 state flags will be displayed on Bldg 2050 prior to a DV's arrival. 15 WG/CCP is responsible for posting the state flags.

2.20. Immigration and Customs Enforcement (ICE)/Agriculture Procedures.

2.20.1. Immigration and Customs requirements are conducted IAW MOU 1094-002, *Customs, Immigration, and Agriculture Requirements*.

2.20.1.1. Immigration Requirements. An immigration inspector shall process all foreign nationals. A minimum of three hours advance notification must be given to 15 WG/CP or 735 AMS/AMCC to arrange immigration inspections.

2.20.1.2. Aircraft and personnel arriving from foreign countries, including Guam, Kwajalein Atoll, Midway Island, and/or Wake Island, require a customs inspection.

2.20.1.3. Aircrews must provide a minimum of three hours advance notification prior to arrival to either the 15 WG/CP, 15 OSS/OSAA, 154 WG/CP, or 735 AMS/AMCC, as appropriate, to arrange a customs inspection.

2.20.1.3.1. Aircraft commanders are responsible for delivery of general cargo, individual passengers and crew declarations to the customs inspectors. Aircraft commanders may be held responsible for any violation of these customs procedures, including the three hour notice.

2.20.1.3.2. Customs inspections can be made available to meet pre-scheduled arrivals 24-hours daily. In order to minimize undue delays upon arrival, pilots shall advise 15 WG/CP (via phone patch or radio) of ETA changes in excess of 30 minutes. The 154 WG/CP will coordinate their own notifications to US Customs and provide funding.

2.20.2. Agriculture Requirements areconducted IAW MOU1094-002, *Customs, Immigration, and Agriculture Requirements*.

2.20.2.1. Aircraft and personnel arriving from foreign countries, including Guam, Kwajalein Atoll, Midway Island, and Wake Island, require agriculture clearance.

2.20.2.2. Aircrews must provide a minimum of three hours advance notification prior to arrival to either the 15 WG/CP, 15 OSS/OSAA, 154 WG/CP, or 735 AMS/AMCC, as appropriate, to arrange an agriculture inspection.

2.20.2.3. All aircraft departing Hickam Field for the Continental United States (CONUS), Alaska or Puerto Rico require an agriculture clearance inspection a minimum of one hour prior to departure. U.S. Department of Agriculture (USDA) will conduct all agriculture inspections on Hickam Field. Upon completion, USDA will notify HRF. HRF will not approve an aircraft engine start without verification of a complete agriculture inspection. Verification may be confirmed with the USDA and/or the controlling agency.

2.21. Aircraft Disturbance Reduction/Quiet Hour Requests.

2.21.1. Implementation of aircraft disturbance reduction procedures, to accommodate special planeside meetings or other events requiring a reduction of noise levels, will be coordinated through 15 OSS/OSAA for approval. The 15 OG/CC is the approval authority for all requests to include ramp freezes. Approval authority may be delegated to the 15 OSS/Airfield Operations Manager.

2.21.2. Requesting organizations should pre-arrange and coordinate the timing and extent of aircraft disturbance reduction requests to ensure proper honors and requirements are provided. Allow a minimum of 10 working days advance notification to 15 OSS/OSAA (AFM). Requests should include, at a minimum: date, time, location, description of the event, requested duration and extent of aircraft disturbance reduction. The duration of the request depends on the event and should cover the minimum time necessary.

2.21.3. Requests will not be granted for organizations of squadron level or below. Organizations should attempt to schedule "Change of Command" ceremonies indoors or away from the airfield. The 15 OSS/CC may grant exceptions based on mission impact. Quiet Hour requests will be limited to one hour unless approved by the 15 OSS/CC.

2.21.4. 15 OSS/OSAA will disseminate all information regarding approved aircraft disturbance reduction procedures via a Notice to Airmen (NOTAM). The following will be used to impose restrictions:

2.21.4.1. Quiet Hours: No engine/Aircraft Power Unit (APU)/power cart starts, taxiing, towing, or fueling operations on specified rows.

2.21.4.2. Ramp Freeze: No engine/Aircraft Power Unit (APU)/power cart starts, taxiing, towing, fueling operations, personnel or vehicle movement on specified rows. **NOTE:** A Ramp Freeze is more restrictive than Quiet Hours.

2.21.4.3. Airspace Quiet Hours: Runway 8L straight-in full stops only.

2.21.5. All deviations require 15 OSS/OSA approval with sufficient notice to allow timely coordination and implementation. A NOTAM will be processed, if required.

2.22. Airfield Photography.

2.22.1. All photography of the airfield, hangars, airfield facilities or aircraft must be coordinated and approved by 15 WG Public Affairs (15 WG/PA). **NOTE:** 154 WG/PA will be approval authority for HIANG ramp only. Upon approval, the respective PA office will issue an airfield photography authorization memo, which must be carried by the individual. PA will notify the 647 SFS and 15 OSS/OSAA of approval. All approved memos will be provided to 15 OSS/OSAA or 154 WG/AMOPS for HIANG areas as part of the Controlled Area Monitor (CAM) program. **Exception:** 15 OSS/OSAA/OSAF, 15 OSS/OSAA, 15 WG/SE, 154 WG/SE, and 735 AMS/SE conducting official business are authorized to take photographs without a PA approval letter.

2.22.2. Upon request, personnel taking pictures on the airfield must present their "authorized airfield photography memo" issued by 15 WG/PA and/or 154 WG/PA.

2.22.3. Personnel apprehended while photographing airfield operations without prior approval should expect their cameras to be confiscated.

2.22.4. News media photography will be approved, coordinated and escorted by 15 WG/PA or 154 WG/PA. Additionally, Headquarters Pacific Air Forces (HQ PACAF) and Joint Base/tenant unit PA personnel with restricted area badges are authorized to escort news media on the airfield with prior coordination through 15 WG/PA or 154 WG/PA. 15 WG/PA or 154 WG/PA will provide 647 SFS with a current listing of tenant PA personnel who are authorized to escort news media. All other personnel approved to take photographs on the airfield must be escorted by the applicable host unit or owning organization.

2.23. Foreign Object Debris (FOD) Control.

2.23.1. Due to FOD potential, hats will not be worn on the airfield. **Exception:** Security forces, fire-fighting personnel, and DV reception parties are authorized to wear hats on the airfield while in performance of their official duties. Extreme caution should be taken to avoid FOD damage to aircraft with engines running.

2.23.2. Vehicle operators will reference FOD control and prevention procedures outlined in 15 WGI 13-213, *Airfield Driving.*

2.23.3. Units will reference AFI 21-101, *Aircraft and Equipment Maintenance Management* and applicable supplements when maintaining, servicing, and/or repairing aircraft and support equipment on the airfield.

2.23.4. FOD walks. Units shall coordinate FOD walks with their respective MOC, in turn the MOC shall contact HRF and provide location, duration and number of personnel involved. The FOD walk lead shall make radio contact with HRF prior to commencing the FOD walk and maintain contact throughout. HRF will provide advisories on any aircraft movements. Upon completion, the FOD walk lead will notify HRF.

2.24. Noise Abatement Procedures.

2.24.1. All requests for waivers to this policy will be sent to the 15 OG/CC at least five working days in advance. Waivers will be granted only in cases of extreme necessity. If short-notice, mission-essential waivers are necessary, contact 15 OG/CC by phone through the 15 WG/CP. 15 WG/CP will notify both AMOPS and HRF of approval.

2.24.2. All fighter aircraft departures are only authorized during the hours of 0700L-2100L, Monday-Saturday, and 0800L-2100L on Sundays/holidays. No military/contracted aircraft landings on Runway 08L from 2200L-0700L unless approved by 15 OG/CC, the Fighter Supervisor of Flying (SOF) or if unless operational necessity requires.

2.25. Flight Information Publications (FLIP) Procedures.

2.25.1. Organizations requiring FLIP should contact the National Geospatial-Intelligence Agency (NGA) via their website (**https://www.extranet.nga.mil**) to set up a new account or change existing accounts.

2.25.2. Submit FLIP change requests to AMOPS. AMOPS will prepare and coordinate non-procedural FLIP changes with applicable agencies, then submit the change for publishing. The 15 OSS/OSAA Airfield Manager must approve non-procedural FLIP change requests. AMOPS will ensure non-procedural FLIP changes are tracked until corrected.

2.26. Aeromedical Evacuation (AE) Notification and Response Procedures.

2.26.1. Aeromedical Evacuation operations are facilitated by the Theater Patient Movement Requirements Center-Pacific (TPMRC-P). TPMRC-P receives patient movement requests, validates the patient movement requirements (PMR) with a flight surgeon, establishes priority, and determines what additional medical support, equipment or restrictions are required.

2.26.2. The 18th Aeromedical Evacuation Squadron Detachment 1 coordinates AE ground support operations, including air stairs, High Deck Loading Platforms (HDLPs), Patient Support Pallets (PSPs), Litter Support Augmentation Sets (LSATs), aircraft configuration and crew management.

2.27. Transient Alert (TA).

2.27.1. TA is available to support aircraft 24/7 and requires a minimum of three hours lead time to schedule appropriate servicing. All parking spots not specifically assigned to home-station or tenant units are transient parking spots and will be managed by 15 MXG/MXOC.

2.28. Combat Off-Load Training Procedures.

2.28.1. Only base-assigned airlift squadrons may request day and night combat off-load training through 15 OSS/OSO. The combat off-load training area for Hickam Field is the extended centerline of Taxilane HB starting at parking spot 8A and extending 1,200 feet to the northeast on Taxilane HB. Combat off-load pallet drop location is restricted to the concrete portion of this area.

2.28.2. Airlift Squadrons (AS) shall coordinate all Combat Off-Load requests through 15 OSS/OSO at least seven days prior to planned event.

2.28.3. Upon notification from 15 OSS/OSO, 15 OSS/OSAA will issue a NOTAM to close aircraft parking spots 3D, 4D, 5D and Row 8. 15 OSS/OSAA will notify HRF of scheduled combat off-load operations and request Airfield Sweeper to standby, if required.

2.28.4. When notified by AMOPS, HRF will monitor combat off-load training and provide advisories on other aircraft movement on the airfield. HRF will approve each combat off-load event or request postponement of combat off-loads for higher priority aircraft movement or operations. HRF will provide emergency coordination and assistance as necessary if a Ground Emergency (GE) is declared.

2.29. Night-Vision Device (NVD) Operations.

2.29.1. The use of NVDs is not authorized on Hickam Field. Use of NVDs on HNL will be on designated taxiways abeam Runway 08R IAW the HCF/15 WG/154 WG/State of Hawaii, Airports Division, Night Vision Goggles Ground Operations at HNL, Letter of Agreement.

2.30. Civil Aircraft Operations.

2.30.1. Civil aircraft operating at Hickam Field must comply with the requirements IAW AFI 10-1001, *Civil Aircraft Landing Permits*. AMOPS is the focal point for coordinating civil aircraft operations. The 15 OSS Airfield Manager is delegated the authority to approve Civil Aircraft use of the Hickam airfield ramp.

2.31. Foreign Aircraft Operations.

2.31.1. Foreign aircraft operating at Hickam Field must receive an Aircraft Landing Authorization Number (ALAN) by Headquarters Air Force prior to receiving a Prior Permission Required (PPR) number. Refer to AFI 10-1801, *Foreign Governmental Aircraft Landings at United States Air Force Installations*, for additional information.

2.32. Notice to Airman (NOTAM) Procedures.

2.32.1. AMOPS is the OPR for all NOTAM actions for Hickam Field. NOTAMs will be completed IAW applicable guidance. AMOPS will only process NOTAMs related to Hickam Field, to include the 154 WG.

2.32.1.1. The only equipment within the confinements of HNL that AMOPS will issue a NOTAM for are the Arresting Gear Systems outlined in this instruction.

2.32.1.2. State Department of Transportation (DOT-A) is the NOTAM authority for Daniel K. Inouye International Airport and aerodrome.

2.33. Waivers to Airfield/Airspace Criteria.

2.33.1. All permanent and temporary airfield or airspace waivers must be coordinated through the 15 OSS/OSAA and 154 OSS/OSAA.

2.33.2. Temporary construction waivers must be coordinated and on file with 15 OSS/OSAA BEFORE the start of any construction activities on the airfield. No construction crew/airfield repair work can be done without coordination and approval from the 15 OSS/OSAA (AFM) and 154 OSS/OSAA (AFM).

2.33.3. Aircraft weight bearing waivers will be coordinated through 15 OSS/OSAA. 15 OSS Airfield Manager shall obtain a weight bearing waiver recommendation from NAVFAC HI Facility Management Division (FMD) Airfield Facility Operations Specialist(FOS)/Pavements Engineer prior to requesting approval from the 15 OG/CC. **NOTE:** IAW AFMAN 13-204 Vol 2.

2.33.4. All permanent and temporary waiver statuses are reported semi-annually at the Airfield Operations Board (AOB).

2.34. Fuel System Servicing Procedures/Hot Pit Refueling.

2.34.1. Fuel System Servicing Procedures. The following are designated outdoor fuel system servicing areas (**NOTE:** C-17 aircraft hot pit refueling is not authorized):

2.34.1.1. Fuel Cell Charlie: KC-135 aircraft or larger.

2.34.1.2. Row 8 maintenance spot: KC-135 aircraft or larger.

2.34.1.3. Spot 8A and Spot 8B: F-22 aircraft (hot pit refueling authorized).

2.34.1.4. Sierra Ramp: F-22 aircraft (hot pit refueling authorized)

2.34.1.5. B-2 aircraft are authorized Hot Pit Refueling on Rows 16 & 17 with aircraft nose facing west (Ewa).

2.34.1.6. Spot 23C: AMC aircraft C5 or smaller.

2.34.2. For additional guidance on Hot Pit procedures refer to **Attachment 15** of this instruction.

2.34.3. The following parking spots are equipped with in ground fuel servicing pits: 1A-1D, 2A-2D, 3A-3D, 4A-4D, 12B-12D, 13A-13B, 14A-14C, 15A-15B, 16A-16B, 17A and Rows 20-23.

2.35. Hijacking/Unlawful Seizure of Aircraft Procedures.

2.35.1. Hijacking and/or unlawful seizure of aircraft procedures are incorporated into the Integrated Defense Plan (IDP). Response will be IAW JBPH-H Integrated Defense Plan. The HRF and AMOPS Anti-Hijacking QRC are derived from the 15 WG Full-Spectrum Contingency Plan.

2.36. Aircraft Mishaps.

2.36.1. Response will be IAW 15 WG Operation Plan 91-1. The HRF and 15 OSS/OSAA Aircraft Mishaps QRC are derived from the 15 WG / 154 WG Operation Plan 91-1.

2.36.2. 15 OSS/Airfield Operations Manager (AOM) Responsibilities.

2.36.2.1. Ensure Airfield Operations (AO) personnel do not release the names of individuals allegedly involved in an aircraft incident or accident to agencies outside USAF channels. Ensure personnel do not discuss the accident/incident beyond what is necessary to accomplish duties via the crash phone. All inquiries from non-mishap response personnel must be directed to 15 WG/PA.

2.36.2.2. Notify PACAF AO Staff of any mishap involving AOF services within 24 hours without affecting unit level emergency response activities.

2.36.2.3. File and maintain copies of written and recorded records about aircraft mishaps or accidents for two years, or on inactivation of the unit (if sooner), according to AFRIMS RDS located via the Air Force Portal at: **https://www.my.af.mil/afrims/afrims/afrims/rims.cfm**

2.36.3. Safety Investigations and Reports.

2.36.3.1. Safety Investigations will be conducted IAW AFI 91-204, *Safety Investigations and Reports*, and AFMAN 91-223, *Aviation Safety Investigations and Reports*, which govern the Safety Investigation Board (SIB) process. The SIB process exists for mishap prevention by finding causes of mishaps in order to take preventive actions.

2.36.3.2. The SIB produces a two-part report. Part I of the report contains non- privileged factual information that may be disclosed outside the Air Force. Privileged information contained in Part II of the SIB report may not be used as evidence for punitive, disciplinary, or adverse administrative actions for determining the misconduct or line-of-duty status of any person, in flying evaluation board hearings or reviews, to determine liability or liability in claims for or against the United States, or in any other manner in any action by or against the United States. The intent of this protection is to encourage open communication without fear of retribution, in order to expedite the discovery of causal factors and prevent future incidents.

2.36.4. Accident Investigations.

2.36.4.1. Accidents Investigations will be conducted IAW AFI 51-307, *Aerospace and Ground Accident Investigations*, which governs the Accident Investigation Board (AIB) process. The purpose of accident investigations is to gather evidence for claims, litigation, disciplinary and adverse administrative actions, and other purposes not specific to mishap prevention.

2.36.4.2. These investigators have access to factual data pertinent to the accident, (i.e., information contained in Part I of the SIB report). They may obtain a list of SIB Witnesses. Investigators may interview controllers (including SIB witnesses) and get controller statements or testimony. SIB witnesses will only be interviewed after the SIB President releases them. Investigators may not have access to testimony or statements provided to the SIB. In addition, investigators may not ask or allow individuals to disclose what they told the SIB. Statements and testimony made during aircraft accident investigations are releasable to the public under the Freedom of Information Act. **NOTE:** Personnel may seek legal counsel before making statements or providing testimony to accident investigators.

2.36.4.3. AMOPS should cooperate to the maximum extent possible to make factual information available to the investigating agency. The investigator may also request OSA personnel to provide statements as supplemental information to aid in the investigation. These statements should contain factual information only.

2.36.5. Recorded Tapes/Tape Transcription Procedures.

2.36.5.1. The HRF and AMOPS tapes are considered limited access and are not normally made available to the general public. If an incident or violation occurs on the airfield, individuals may request to listen to the recorder tapes via an official letter from their commander to the 15 OSS/CC. Justification must be provided that supports an exception to the limited access policy. Mishaps require 15 OG/CC approval for release of information. Recordings are kept for 45 days unless otherwise directed. Any agency wanting access to the recordings should notify the 15 OSS/AFM as soon as possible. Tape transcripts, if required, will be conducted IAW AFMAN 13-204 Vol 1.

2.37. Radar, Airfield and Weather Systems (RAWS) Communication Systems Maintenance/Priorities.

2.37.1. HRF and AMOPS utilize various communication systems including but not limited to the Primary/Secondary Crash Alerting Systems, UHF/VHF radios and telephone lines to relay information critical to the safety of flight.

2.37.2. HRF and AMOPS shall immediately report all communication systems outages to RAWS. RAWS performs preventative maintenance inspections on assigned RAWS systems within HRF, AMOPS and Ground-to-Air Transmit & Receiver site. Procedures for reporting outages are as follows:

2.37.2.1. HRF will:

2.37.2.1.1. Notify RAWS of outage and mission impact.

2.37.2.1.2. Notify AMOPS for NOTAM action, if required.

2.37.2.2. 15 OSS/OSAA will:

2.37.2.2.1. Notify RAWS of outage and mission impact.

2.37.2.2.2. Initiate NOTAM action, if required.

2.37.2.3. RAWS will:

2.37.2.3.1. Issue HRF and AMOPS a job control number for outages.

2.37.2.3.2. Notify the appropriate maintenance agency for correction.

2.37.2.3.3. Maintain the status of open job control numbers for daily verification checks.

2.37.2.3.4. Notify HRF and AMOPS before and after performing maintenance actions.

2.37.2.3.5. Coordinate equipment downtime with HRF and AMOPS to perform Preventative Maintenance Inspections (PMI) on RAWS systems.

2.37.3. HRF restoral priorities are as follows:

2.37.3.1. Priority 1 – Enhanced Terminal Voice Switch

2.37.3.2. Priority 2 – UHF/VHF Radios

2.37.3.3. Priority 3 – Primary Crash Phones (contact HNL Ramp for outage)

2.37.3.4. Priority 4 – Landline Telephones

2.37.3.5. Priority 5 – Land Mobile Radios

2.37.3.6. Priority 6 - Computers/Local Area Network

2.37.4. 15 OSS/OSAA restoral priorities are as follows:

2.37.4.1. Priority 1 - Primary Crash (contact HNL Ramp Control for outage)

2.37.4.2. Priority 2 - Secondary Crash Phones

2.37.4.3. Priority 3 - Landline Telephones

2.37.4.4. Priority 4 - Land Mobile Radios

2.37.4.5. Priority 5 - UHF Radio (Pilot to Dispatch)

2.37.4.6. Priority 6 - Computers/Local Area Network

2.38. Flying Areas.

2.38.1. Information about Local Flying Areas, Designation of Airspace, VFR Local Training Areas, VFR Procedures, VFR Weather Minimums, VFR Traffic Pattern, Special ATC Procedures, Reduced/Same Runway Separation Procedures, Intersection Departures, IFR Procedures, Radar Traffic Patterns, Availability/Restrictions for Surveillance Approaches and Precision Approach Radar Approaches/Monitoring, Local Departure Procedures and Radar Vector to Initial Procedures are published in HCF Standard Operating Procedures (SOP) 7110.1, FLIP or the 15 OG In-flight Guide.

2.39. Unscheduled/Unauthorized Aircraft Arrivals.

2.39.1. When HRF and/or AMOPS are notified of an unidentified aircraft arrival, both HRF and/or 15 OSS/OSAA will obtain the following information (if possible):

2.39.1.1. Aircraft call sign and aircraft type.

2.39.1.2. Departure station and ETA.

2.39.1.3. Reason for landing.

2.39.1.4. Civil Aircraft Landing Permit Number (if applicable).

2.39.2. AMOPS will attempt to validate the aircraft movement via the PPR log. Civil aircraft must meet the requirements IAW AFI 10-1001, *Civil Aircraft Landing Permits*.

2.39.3. If the aircraft is not a local mission, AMC mission, HIANG mission, or prior approved via PPR, the aircraft is not authorized to park on the Hickam Field Ramp. AMOPS will advise HRF and/or HNL ATC to relay to the aircraft and instruct that they must park on the Fixed Base Operator (FBO) side at HNL.

2.40. Clear Water Rinse Facility Procedures.

2.40.1. The clear water rinse facility is located adjacent to the AMC Ramp.

2.40.2. Aircraft approved to utilize the facility will enter the area from the eastern entrance and exit to the west. Aircrews must maintain centerline when taxiing in to the facility to avoid open pits and 6 inch curbs. Aircrews will coordinate with HNL ATC and HRF to request taxi to the Clear Water Rinse Facility. Aircraft will taxi into the facility and stop when the green arrow light located left of the aircraft changes to a red X. If an aircraft taxis through the red X and it turns to a green arrow before the wash begins, the aircraft must go around and try again. Coordination with HRF prior to exiting is required. All aircraft must maintain radio communication with HRF throughout the operation. In the event aircrews do not see the red X and believe they didn't taxi through it, they will query HRF to see if the wash sequence has started. At the completion of the cycle the red X will become a green arrow indicating it is safe to taxi. If aircrew do not see the green arrow after 4 minutes have elapsed since wash began, it is safe to taxi aircraft. **NOTE:** Authorized aircraft and associated frequencies are located in the AP3.

2.40.3. 45 minute intervals are required between each aircraft using the facility.

2.40.4. 15 AMXS will notify AMOPS when the Clear Water Rinse Facility is out of service and again when it returns to service. AMOPS will submit an applicable NOTAM.

2.41. Banner Tow Operations.

2.41.1. Banner Tow Operations will be conducted IAW Banner Tow Operations Memorandum of Understanding (MOU). The Banner Tow Operations MOU is maintained in 15 OSS/OSK (Tactics).

2.42. Hazardous Materials.

2.42.1. All hazardous materials (excluding munitions) transported via aircraft to Hickam Field must be reported to the 647th Logistic Readiness Squadron (647 LRS) at 448-3869, if the material is to be off-loaded and stored at Hickam Field for more than 48 hours. Customer service hours for the 647 LRS/LGRMH Hazardous Materials Section are 0730L-1600L, Monday thru Friday. After duty hours, contact Aircraft Part Store (APS) at 449-2319.

2.43. NEO Laser Testing Procedures.

2.43.1. AMOPS has the authority to approve any flightline parking area provided that a 200 foot safety cordon can be applied to mitigate personnel exposure. Aided viewing remains the greatest safety concern and must be considered when approving a testing pad.

Chapter 3

AIRFIELD PROCEDURES

3.1. Airfield Inspections.

3.1.1. AMOPS personnel will conduct an airfield inspection at least once per day. Inspections will be conducted to ensure safe ground and flight operations IAW AFMAN 13-204 Vol 2. AMOPS will inform HNL Airport Duty Manager and HRF of any discrepancies affecting safety of aircraft operations.

3.1.2. Airfield Closures. Any previously closed airfield area will be inspected prior to resuming normal operations. Prior to opening for operations, areas located on the shared-use portion of the airfield must also be inspected by the HNL Airport Duty Manager (or designated representative). **NOTE:** Waivers to airspace/airfield criteria must be coordinated through AMOPS.

3.1.3. Runway Surface Conditions (RSC). Due to Hickam Field being a shared-use airfield, HNL Ramp Control will determine the RSC during their airfield inspections (twice daily). HNL Ramp Control will inform HRF of any changes to the RSC. HRF will forward all received information to AMOPS. AMOPS will respond IAW the applicable QRC.

3.1.3.1. AMOPS has the authority to report RSC "Wet" upon visual observation without conducting a physical runway check. **NOTE:** RSC "Dry" will not be reported until HNL Ramp Control conducts a physical check of the runway.

3.2. Airfield Closures.

3.2.1. AMOPS will process all Hickam Field airfield restrictions and closures IAW AFMAN 13-204 Vol 2. Any airfield closure affecting the shared-use portions of the airfield will be coordinated with the HNL Airport Duty Manager a minimum of 7 days prior to the closure date. Simultaneous closures of Taxiway A and Taxiway B must be avoided due to the impact on commercial carriers. **NOTE:** Closing any runway during Kona (westerly) wind conditions is extremely difficult and should be avoided unless absolutely necessary.

3.3. Airfield Sweeper and Mower Operations.

3.3.1. Airfield Sweeper Priorities and procedures are outlined below:

3.3.1.1. HNL Runways (**NOTE:** Must be requested by the HNL Airport Duty Manager, HRF, and/or AMOPS).

3.3.1.2. Hickam Field taxiways and taxilanes.

3.3.1.3. Hickam Field parking aprons.

3.3.1.4. Hickam Field aircraft hangars or access areas leading to the airfield.

3.3.2. NAVFAC/HI will report to AMOPS no later than (NLT) 30 minutes prior to the first local departure. During Saturdays, Sundays, and holidays, the sweeper will be on standby unless prior arrangements have been coordinated. After-duty response time is no more than one hour.

3.3.3. NAVFAC/HI will be notified by AMOPS for areas requiring special attention or of any aircraft arrivals or departures that will require special sweeper attention. Once completed with any special requirements, the sweeper will conduct normal airfield sweeping operations per the schedule below:

3.3.3.1. See **Attachment 13** for the Airfield Sweeping schedule.

3.3.4. All requests for sweeper support will be coordinated through AMOPS. AMOPS will first contact the airfield sweeper via radio; call sign *Sweeper 1*. If the sweeper operator does not respond, AMOPS will contact NAVFAC/HI and provide all applicable information concerning the sweeping operation.

3.3.4.1. During normal duty hours, the sweeper's response time shall be NLT 15 minutes. After duty hours, sweeper's response time will not exceed one hour. Any deviations from the above times will be annotated and forwarded to NAVFAC/HI for corrective action.

3.3.5. The sweeper will physically sign in and out daily (excluding weekends and holidays) with AMOPS prior to and upon completion of sweeping operations.

3.3.6. Airfield Mower Operations. Grass height on the airfield is authorized to be maintained at three to four inches in height IAW U.S. Department of Agriculture recommendations and the AF Safety Center grass height waiver (dated 26 March 2004). NAVFAC/HI will ensure mowers maintain this grass height at all times.

3.3.7. Airfield Mower's Priorities and procedures are outlined below:

3.3.7.1. Mondays and Wednesday: grassy area along Taxiway A.

3.3.7.2. Tuesdays (alternating): grassy area along Taxiway T and V.

3.3.7.2.1. Typically, Runway 08L is closed the third Tuesday of the month, which allows mowing operations near the AOA. Mower operators do not have AOA badges and are not licensed or authorized to drive within the AOA.

3.3.7.3. Wednesdays and Thursdays: grassy area along Taxiway B.

3.3.7.4. Fridays: grassy area along Taxiway M.

3.3.8. Airfield mowers may deviate from the above schedule due to the need of increased cutting or decreased cutting in areas. Prior coordination and approval from the 15 OSS/AFM is required prior to any changes in the primary schedule of cutting days.

3.4. Airfield Lighting.

3.4.1. HRF is responsible for operating airfield lighting on Taxilanes HA, HB, and Taxiways A1-A4, T, and Row 23 only. HNL ATC is responsible for operating all other airfield lighting. Specific lighting systems maintained at HNL is found in DoD FLIP.

3.4.2. Airfield Lighting will be operated IAW with the FAA JO 7110.65. Hickam Field has a one-step taxiway lighting system remotely controlled by the HRF. Taxiway lights will be turned on at sunset and/or any time visibility is less than 1 mile and turned off at sunrise unless otherwise requested. HRF personnel may operate the lights different than above when, in their opinion, a condition exists that may create an unsafe hazard to airfield operations and it is not contrary to pilots' requests.

3.4.3. When possible during taxiway/taxilane closures, taxiway lights in the affected area will be turned off.

3.4.3.1. AMOPS will conduct a daily airfield lighting check.

3.4.3.2. AMOPS will notify Airfield Lighting, HNL Airport Duty Manager (if applicable), and HRF when outages exceed percentage allowable. AMOPS will send applicable NOTAMS for any outages that exceed the maximum percentage allowed for lighting outages.

3.4.4. NAVFAC is responsible for conducting quarterly airfield lighting inspections and maintaining Hickam Field airfield lighting systems to include the ballpark lights and barrier markers located on HNL property. NAVFAC will report to AMOPS, to advise of work location on the airfield. All noted outages and repairs will be reported to AMOPS upon completion.

3.4.5. Any lighting outages on the airfield that affect Taxiways A1-A4, T, and/or V will be reported to the HNL Airport Duty Manager, and HNL ATC. Applicable NOTAMs or advisories will be coordinated, as required.

3.4.6. Airfield ballpark lights are operated via photo-sensitive switches with the exception of the HCP. Ballpark lights on the HCP must be manually turned on/off by the user.

3.5. Aircraft Arresting Systems.

3.5.1. HNL is equipped with the following aircraft arresting systems (normal barrier configuration is in the down position):

3.5.1.1. Runway 08L (departure end): Aerazur textile barrier (unidirectional).

3.5.1.2. Runway 08R (departure end): BAK 12/BAK 14 barrier.

3.5.1.3. Runway 04R (Approach End): BAK 12/BAK 14 barrier.

3.5.2. NAVFAC/HI (Barrier Maintenance) personnel will inspect the barriers daily. Barrier Maintenance will report any/all findings to AMOPS and 154 WG/CP. AMOPS will record and monitor the status of the arresting systems daily.

3.5.3. Aircraft requiring an arresting gear engagement will notify HNL ATC. HNL ATC will raise the appropriate barrier and notify HRF. HRF will make notification of an engagement or anticipated engagement over the primary crash circuit (excluding practice/certification engagements). **NOTE:** If PCC is OTS, HRF will initiate the SCN to notify all appropriate base agencies. 15 MOC through TA and 154 MOC will ensure a tow is standing by during all barrier engagements for their respective aircraft.

3.5.4. Barrier Maintenance will notify AMOPS when any arresting gear system is down for maintenance. AMOPS will issue NOTAMS, as required.

3.5.5. Barrier Maintenance personnel will conduct annual aircraft arresting gear system certifications and will forward a copy of the certifications to the 15 OSS/AFM.

3.6. Flight Plan/PPR Procedures.

3.6.1. IAW General Planning (GP) **Chapter 6**, all aircraft will file a completed DD Form 175, *Military Flight Plan*, a minimum of one hour before proposed departure and DD Form 1801, *DoD International Flight Plan*, a minimum of two hours before proposed departure time. AMOPS must have a faxed, emailed or electronically filed flight plan on file prior to request for engine start.

3.6.2. Units may fax flight plans to DSN (315) 449-7624 or commercial (808) 449-7624 or e-mail (**15oss.osa@us.af.mil**) to AMOPS and also electronically file them using any of the electronic flight planning tools providing the following criteria is met:

3.6.2.1. The flight plan must be faxed or e-mailed IAW the times listed in **paragraph 3.6.1**.

3.6.2.2. Flight plan filed electronically must include PHIKYXYX in the addressees.

3.6.2.3. A call must be made to AMOPS (DSN 315-449-0046/0048 or Commercial 808-449-0046/0048) to verify the flight plan was received, legible, and complete. **NOTE:** Aircrew personnel are responsible for ensuring AMOPS is in receipt of flight plan. HRF will not authorize engine start authorization or taxi if an approved flight plan is not on file.

3.6.2.4. 15 OSS/OSAA will maintain all filed flight plans IAW AFMAN 13-204 Vol 2.

3.6.3. The following organizations may fax or email flight plans to AMOPS:

3.6.3.1. 19th Fighter Squadron.

3.6.3.2. 36th Operations Support Squadron (Andersen AB, AMOPS).

3.6.3.3. 65th Airlift Squadron.

3.6.3.4. 154th Wing units (199th Fighter Squadron, 203rd Air Refueling Squadron, 204th Airlift Squadron, and tenant units directly supporting Sentry Aloha exercises).

3.6.3.5. 403rd Weather Reconnaissance Squadron (53rd WRS).

3.6.3.6. 535th Airlift Squadron.

3.6.3.7. 613th Air Operations Center (PACAF Air Mobility Operations Control Center).

3.6.3.8. 735th Air Mobility Command Center.

3.6.3.9. Air Combat Command (ACC) Detachment 2, Fighter Operations.

3.6.3.10. U.S. Navy Executive Transport Detachment Pacific (ETD Pacific).

3.6.3.11. TDY units directly impacted from K-Bay beddown

3.6.3.12. TDY units directly supporting Rim of the Pacific bi-annual exercises.

3.6.3.13. TDY units must contact AMOPS to coordinate temporary flight planning procedures by completing a Letter of Agreement (LOA).

3.6.4. See **attachment 16** for PPR procedures.

3.7. Declaring Bird Watch Conditions (BWC).

3.7.1. IAW 15 WG OPLAN 91-2, AMOPS, or a designated representative, serves as the primary OPR for monitoring/reducing BASH conditions for the Hickam Field airfield. In addition, USDA-WS representatives will relay bird condition advisories to AMOPS for hazards occurring on the Daniel K. Inouye owned portion of the airfield. AMOPS will alert affected agencies.

3.7.2. All BASH observations will be reported to USDA for dispersal. IAW 15 WG OPLAN 91-2, the following terminology will be used for rapid communications to disseminate bird activity info and implement unit operational procedures.

3.7.3. BWC SEVERE: SEVERE is defined as bird activity on or immediately above the active runway or other specific location representing high potential for strikes.

3.7.4. BWC MODERATE: MODERATE is normally defined as bird activity near the active runway or other specific location representing increased potential for strikes. This condition requires increased vigilance by all agencies and extreme caution by aircrews.

3.7.5. BWC LOW: LOW is normal bird activity with a low probability of hazard.

3.7.6. AMOPS will notify all agencies IAW the applicable QRCs.

3.7.7. Bird Watch Conditions MODERATE or higher may require the immediate attention of USDA Wildlife Services for dispersal/depredation. AMOPS shall notify 647 SFS/Joint Defense Operations Center(JDOC) when firearm discharges may occur on Hickam Field Ramp. In the event the USDA officer is not qualified to drive on Hickam Field Ramp, AMOPS will provide an escort. Escort services will only consist of assisting the officer in locating the birds and acting as a safety observer so aircraft are not in the line of fire. At no time will AMOPS personnel authorize the discharge of a weapon; they are only to serve as a safety observer. In the interest of safety, they may take action to suspend bird dispersal/depredation operations.

3.7.8. Phases I and II Bird Activity. Two phases of bird activity exist at Hickam Field and HNL. These phases are based upon historical bird activity associated with the migration of the Lesser Pacific Golden Plover.

3.7.8.1. Phase I is May through July. During this period, the Plover numbers are at their lowest levels. Phase II is from August through April. During September and October, large flocks of Plovers exist on the airfield. Flocks as large as 700 birds may exist in the infield of Runway 8L/26R. During March and April, the birds gather again in large flocks staging for their migration at the end of April.

3.7.8.2. The standards for declaring the BWC will remain the same during Phase I and Phase II. The purpose of the phases is to raise awareness of all agencies concerned with BASH at Hickam Field and HNL.

3.7.9. Traffic Pattern Restrictions. During BWC LOW, all takeoffs, IFR/VFR patterns and landings may occur using normal operational procedures. During BWC MODERATE, multiple IFR/VFR approaches are prohibited and only initial takeoffs and full-stop landings are permitted. During BWC SEVERE, all takeoffs and landings for 15 WG and transient aircraft are prohibited unless authorized by the 15 OG/CC. 154 WG aircraft will follow 154 OG/CC guidance for restricted flight operations under elevated BWCs. Aircraft experiencing an in-flight emergency may land if, in their best judgment, they deem continuing flight to be a greater hazard than the risk of a bird strike during the approach and landing.

3.8. Weather Dissemination and Coordination Procedures.

3.8.1. Weather warnings, watches, and advisories received from the 17th Operational Weather Squadron (17 OWS) or 15 OSS/OSW will be disseminated IAW applicable checklists.

3.8.2. Weather advisories received from the 17 OWS for surface winds 25 kts to 34 kts will be monitored and documented by AMOPS personnel. Applicable weather advisory checklists are not required due to the frequency of wind advisories that occur at these levels.

3.9. Aero Club Operations.

3.9.1. Hickam Field does not have an aero club assigned at the base.

3.10. Airfield Snow Removal Operations.

3.10.1. Hickam Field is exempt from maintaining a snow plan.

Chapter 4

AIRFIELD EMERGENCY RESPONSE

4.1. Emergency Procedures.

4.1.1. Any airfield emergency affecting the shared-use portion of the airfield will be coordinated with the HNL Airport Duty Manager as soon as possible. AMOPS emergency response actions will be IAW applicable checklists.

4.1.2. AMOPS will conduct an airfield check of any emergency area on Hickam Field Ramp immediately upon notification of termination. HNL Ramp Control will check all HNL areas for FOD upon termination of an emergency. **NOTE:** AMOPS will coordinate with HNL ATC for final decision to conduct a runway check considering the nature of the emergency and aircraft traffic.

4.1.3. The Incident Commander for all airfield emergencies is the Fire Captain, Battalion Chief, or designated representative. The Incident Commander is responsible for crisis management actions IAW with applicable checklists.

4.2. Crash Alarm Systems.

4.2.1. The Primary Crash Circuit (PCC) and Secondary Crash Net (SCN) are means by which emergency information critical to aircraft and airfield operations are relayed to base support agencies. These agencies are tasked to respond to emergency situations, such as in-flight/ground emergencies or accidents, attempted or actual aircraft piracy (hijack), stop alerts, and chemical accidents on the airfield affecting personnel safety. These agencies are also tasked to respond to all exercises that occur on the airfield.

4.3. Primary Crash Circuit Authorized Access.

4.3.1. The PCC provides reporting of aircraft or airfield emergencies.

4.3.2. FFD, AMOPS, 15 WG/CP, 15 MXG/MXOC, 154 WG/MOC, 735 AMS/AMCC, and 735 AMS/MOC will notify the HRF if they receive information of any emergency affecting the Hickam Field.

4.3.3. Access to the PCC is limited to the following agencies:

Table 4.1. Primary Crash Circuit (PCC) Authorized Access.

Station	Agency	Office Symbol
1	Honolulu Air Traffic Control	HNL ATC
2	Honolulu Ramp Control	HNL Ramp Control
3	Regional Dispatch Center	RDC-N371
4	Hickam Ramp Facility	15 OSS/OSAF
5	Honolulu Fire Station 1 and Station 2	HNL Fire Dept
6	15 Wing Airfield Management Operations	15 OSS/OSAA

4.3.4. PCC system communications will be recorded and maintained for at least 45 days, IAW AFMAN 13-204 Vol 1.

4.4. Secondary Crash Net (SCN) Authorized Access.

4.4.1. The SCN is a follow-up to the PCC that provides notification for aircraft and airfield emergencies to key agencies.

4.4.2. Access to the SCN is limited to the following agencies:

Table 4.2. Secondary Crash Net (SCN) Authorized Access.

Station	Agency	Office Symbol
1	15th Wing Commander	15 WG/CC
2	15th Operations Group Commander	15 OG/CC
3	Regional Dispatch Center	RDC-N371
4	Hickam Ramp Facility	15 OSS/OSAF
5	15th Wing Command Post	15 WG/CP
6	735 AMS Air Mobility Control Center	735 AMS/AMCC
7	154th Wing Control Center	154 WG/CP
8	15th Wing Transient Alert	15 MXS/TA
9	15th Maintenance Group	15 MXG/MXOC
10	647th Security Forces Squadron	647 SFS/SFCC
11	Barrier Maintenance	NAVFAC/HI
12	15th Wing Medical Group Clinic	15 MDG/SGPF
13	15th Wing Safety	15 WG/SE
14	Joint Base Emergency Management	JB37
15	647th Civil Engineering Squadron	647 CES
16	647th Explosive Ordnance Disposal	647 CES/CED
17	15th Wing Weather	15 OSS/OSW

4.4.3. SCN system communications will be recorded and maintained for at least 45 days, IAW AFMAN 13-204 Vol 1.

4.5. Maintenance of the Crash Alarm Systems.

4.5.1. The 747th Communication Squadron (747 CS) will maintain the Secondary Crash Net as well as:

4.5.1.1. Conduct repairs on the SCN on an emergency/urgent priority.

4.5.1.2. Coordinate with 15 OSS/OSAA on all requests for additions and deletions to the SCN. Requests should be submitted NLT 30 days in advance.

4.5.1.2.1. The 15 OSS/CC will be the final approval for such requests.

4.5.1.3. State Department of Transportation (DOT-A) is responsible for the maintenance of the PCC.

4.6. Crash Circuit Systems Users/Monitors.

4.6.1. Crash Circuit System users/monitors will ensure their crash phone extensions have active push-to-talk mechanisms. Personnel responsible for answering the PCC/SCN will:

4.6.1.1. Pick up the PCC/SCN phone immediately upon activation.

4.6.1.2. Copy all information verbatim (unit developed forms are acceptable).

4.6.1.3. Save all questions until asked.

4.6.1.4. Do not hang up until told, "Secure your lines."

4.7. Crash Circuit Systems Activations Procedures.

4.7.1. HRF/HNL ATC will activate the PCC under the following conditions:

4.7.1.1. Daily between 0800L - 0810L to determine functionality, line and recorder quality. When both are operational, HRF initiates first followed by HNL TWR.

4.7.1.2. For In-Flight Emergencies (IFE) or Ground Emergencies (GE):

4.7.1.2.1. HNL ATC is the primary PCC activator for emergencies falling under their control (airborne aircraft and aircraft movement areas).

4.7.1.2.2. HRF is primary PCC activator for emergencies falling under their monitoring function (Hickam Field airfield non-controlled movement area).

4.7.2. 15 OSS/OSAA will activate the SCN under the following conditions:

4.7.2.1. Immediately after the PCC activation.

4.7.2.2. As required for MAJCOM/local exercises that affect airfield operations.

4.7.2.3. Upon request from 15 WG/CP.

4.7.3. HRF activates the SCN under the following conditions:

4.7.3.1. AMOPS is out of the office (on the airfield) and unable to return in a timely manner.

4.7.3.2. When the PCC is out of service and when AMOPS SCN is out of service.

4.7.3.3. During other unforeseen circumstances (i.e. multiple IFE/GE simultaneously).

4.7.3.4. Every first Wednesday of the month to check initiation capability, and line quality from the Ramp facility.

4.8. Emergency/Exercise Information Format.

4.8.1. All information received via the PCC will be relayed verbatim by AMOPS via the SCN. AMOPS will conduct further actions IAW the applicable checklists.

4.9. Updated and Additional Information.

4.9.1. HRF/HNL ATC will reactivate the PCC to issue any pertinent additional information relating to the emergency. The only exception to this requirement is any information needed solely by the Incident Commander may be passed via the Fire/Crash Communication Net.

4.9.2. AMOPS will relay additional information received via the PCC over the SCN.

4.9.3. Upon termination of the emergency/exercise termination:

4.9.3.1. HRF will notify AMOPS via direct land line.

4.9.3.2. AMOPS will activate the SCN and relay the termination time.

Chapter 5

HICKAM RAMP FACILITY (HRF) PROCEDURES

5.1. Policy.

5.1.1. HRF is responsible for monitoring the Hickam Field airfield non-controlled movement area and will operate IAW this instruction.

5.2. Manning.

5.2.1. HRF will be manned with a minimum of one qualified ramp controller at all times.

5.3. Communication.

5.3.1. All radio communication will be recorded and maintained for at least 45 days, IAW AFMAN 13-204 Vol 1. The Chief of HRF will be the custodian of the data recorders.

5.3.2. HRF primary frequencies (call sign “Hickam Ramp”) are as follows:

5.3.2.1. Very High Frequency (VHF): 133.6 (Primary with backup).

5.3.2.1.1. VHF emergency frequency: 121.5

5.3.2.2. Ultra High Frequency (UHF): 254.4 (Primary with backup).

5.3.2.2.1. UHF emergency frequency: 243.0

5.3.3. HRF personnel will monitor the VHF and UHF emergency frequencies. If an emergency location transmission (ELT) is received, HRF will confirm transmission with HNL ATC. HRF will notify AMOPS to initiate applicable ELT checklist.

5.3.4. HRF personnel shall monitor some or all of the below frequencies to maintain situational awareness, to be alert and informed of Hickam Field-bound arrivals, information about in-flight/ground emergencies and other situations at Daniel K. Inouye International Airport that may impact DOD operations/missions.

5.3.4.1. Frequency 118.1 Honolulu Tower

5.3.4.2. Frequency 118.3 Honolulu Approach Control (VHF)

5.3.4.3. Frequency 269.0 Honolulu Approach Control (UHF)

5.3.4.4. Frequency 121.9 Honolulu Ground

5.3.5. In the event of a complete radio outage, HRF will notify HNL ATC, AMOPS, and RAWS via telephone. The radios located in the AMOPS vehicle (and the portable VHF and UHF radios) will be available until a suitable substitute can be obtained.

5.3.5.1. Aircraft unable to contact HRF shall contact AMOPS via Pilot-to- Dispatch (PTD) 372.2 radio frequency for guidance.

5.3.5.2. In the event of telephone communications outage/emergencies and radios are still unavailable, HRF will commence evacuation procedures IAW **paragraph 5.9** below and facility quick reaction checklist. HRF will attempt to de-conflict ramp activity by any means available prior to evacuating, this may include using a light gun to stop inbound/outbound taxiing aircraft until they can commence operations from their alternate.

5.4. HRF Phraseology.

5.4.1. As a non-ATC facility which provides advisory information only, the HRF will use the following phraseology:

5.4.1.1. On initial contact, HRF will identify themselves as "Hickam Ramp Advisory" followed by FAA JO 7110.65 phraseology and when none exist, use concise and easy to understand terms.

5.4.1.2. All subsequent radio transmissions will utilize FAA JO 7110.65 phraseology and when none exist, use concise and easy to understand terms.

5.4.1.3. At no time will the word "clear" be used in radio transmissions.

5.5. Local Aircraft Priorities.

5.5.1. The following are local aircraft priorities that only apply to Hickam Field ramp areas. HNL ATC operates within FAA parameters:

5.5.1.1. Aircraft in Distress.

5.5.1.2. Real-World Alert Aircraft Scramble.

5.5.1.3. Aeromedical Evacuation.

5.5.1.4. Search and Rescue Mission.

5.5.1.5. "OPEN SKIES" Aircraft.

5.5.1.6. "Flight Check" Aircraft.

5.5.1.7. Distinguished Visitor Aircraft.

5.5.1.8. Practice Alert Aircraft Scrambles.

5.5.1.9. Special Air Mission (SAM, 89th Airlift Wing).

5.5.1.10. Special Assignment Airlift Mission.

5.5.1.11. All other operational missions.

5.5.1.12. Aircraft on training missions.

5.6. Helicopter Arrivals and Departures.

5.6.1. Helicopters will contact HRF when in transit to and from Hickam Field via Taxiway V or Taxiway T. HRF will provide advisory information on parking/follow me vehicles and de-conflicting with other ground traffic. **NOTE:** Taxiway V should be used to the maximum extent possible for helicopter operations.

5.6.2. Helicopters are prohibited from departing from assigned parking locations or any other part of Hickam ramp without 15 WG/CC approval.

5.7. Aircraft Taxi/Tow Operations.

5.7.1. HRF is responsible for providing advisories to all aircraft operating on the taxiways, taxilanes and aprons of the Hickam Field airfield non-controlled movement area.

5.7.2. HRF will implement the Aircraft Anti-Theft/Hijacking plan declaring a "STOP ALERT" if aircraft are being taxied/towed without approval, or when no flight plan or approval has been received IAW this instruction.

5.7.3. HRF will keep aircraft operating on the Hickam Field airfield non-controlled movement area advised of all known vehicular traffic constituting a hazard to ground operations.

5.7.4. HRF will coordinate aircraft being taxied or towed to the HCP or out Taxiway V to Rows 20-22 with HNL ATC and ensure minimal impact on aircraft operations.

5.8. Runway 26L/R Operations.

5.8.1. During Kona (westerly) wind conditions, Runway 26L/R traffic procedures are in effect.

5.8.2. Aircraft inbound to Hickam Field will use Taxiway T.

5.8.3. Aircraft outbound from Hickam Field will use Taxiway V.

5.9. Facility Evacuation Procedures.

5.9.1. HRF will evacuate:

5.9.1.1. When severe weather exists and/or when winds reach or are forecasted to reach sustained winds of 75 knots or more

5.9.1.2. When deemed unsafe by the facility supervisor, in turn notify the AOM.

5.9.2. In the event of an evacuation in which time is not a critical factor, HRF will:

5.9.2.1. Activate the PCC, state the HRF is being evacuated.

5.9.2.2. Notify HNL ATC and AMOPS of evacuation and give complete facility relief briefing including ground traffic and advisories in effect.

5.9.2.3. Transmit on all frequencies: "Hickam Ramp Facility is being evacuated due to (reason). Taxiing aircraft, contact AMOPS via 372.2, tows and engine runs contact Hickam Ramp Facility via Ramp Net."

5.9.2.4. Request HNL ATC to inform Aircraft taxiing to/from Hickam Field Ramp: "HRF has been evacuated due to (reason). Aircraft taxiing to/from Hickam Field Ramp, contact AMOPS, Ultra High Frequency (UHF) 372.2 for instructions if unable to contact HRF."

5.9.2.5. Turn the taxiway lights on as necessary.

5.9.2.6. HRF will operate from its alternate facility in Bldg 2050 (Base Ops).

5.9.3. All Airfield Operations Flight (AOF) sections will evacuate Bldg 2050 when directed by appropriate authority and will operate from Bldg 2140 (or designated area).

5.9.4. AMOPS will establish their alternate duty section in Bldg 2140 IAW the applicable checklists.

5.10. Emergency Response Operations.

5.10.1. HRF will activate the PCC (SCN, when PCC is inop) to prevent delays for emergency response between FFD Emergency Services and Honolulu Airport Aircraft Rescue and Fire Fighting (ARFF). Hickam Field ground emergencies may consist of fuel spills, hot brakes, aircraft fires and other factors critical to safety.

5.10.2. HRF will advise all aircraft on the ground of actual or simulated emergency conditions and to be aware of emergency response vehicles.

5.10.3. HRF will inform the Incident Commander when a pilot declares his/her aircraft safe. The Incident Commander will terminate the emergency.

5.10.4. HRF will use the light gun to provide light-gun recognition training to airfield drivers in support of the Airfield Driving Program. HRF will only use the light gun for vehicles on the Hickam Field airfield, non-controlled movement area.

5.11. Emergency Locator Transmitter (ELT) Response.

5.11.1. Upon receiving an ELT, HRF will notify the HNL ATC and AMOPS. AMOPS responses will be accomplished IAW the applicable QRC.

5.11.2. If the ELT is determined to be an emergency, HRF will activate the PCC and pass along the appropriate information.

Chapter 6

AIRFIELD OPERATIONS BOARD (AOB)

6.1. Purpose.

6.1.1. The AOB provides a forum for discussing, updating, and tracking various activities associated with support of the flying mission.

6.2. Meeting Frequency.

6.2.1. At a minimum, the AOB will convene at least once per quarter. **NOTE:** JBPH-H has a waiver to conduct the AOB semiannually.

6.2.2. Hickam Field/Daniel K. Inouye International AOB meetings should be conducted at the following intervals:

6.2.2.1. 1st/2nd Quarter (Jan – Jun); conducted in July.

6.2.2.2. 3rd/4th Quarter (Jul – Dec); conducted in January.

6.3. Membership.

6.3.1. The board is chaired by the 15th Wing Vice Commander (15 WG/CV), or designated representative. **NOTE:** Not to be delegated lower than the 15 OG/CC.

6.3.2. Board membership shall include the OG/CC, Mission Support Group Commander (MSG/CC), and representation from flying organizations, Wing Stan/Eval, flight safety, Operations Support Squadron Commander (OSS/CC), AOF Staff (ATC, AM, NAAM, and TERPS), communication units, CES, appropriate FAA or host nation ATC facilities, base weather, aero club manager (if applicable), command post (CP), ATCALS maintenance operations, and the airspace manager, and any others as deemed necessary by the AOB Chairperson.

6.4. Agenda.

6.4.1. The AOB agenda will contain the following:

6.4.1.1. Items outlined in AFMAN 13-204 Vol 1.

6.4.1.2. Special Interest Items (SII).

6.4.1.3. Runway intrusions/Controlled Movement Area Violations (CMAVs). **NOTE:** All CMAVs must be reported to 15 OSS/OSA for inclusion into the AOB agenda.

6.5. Minutes.

6.5.1. AOB meeting minutes will be distributed with 20 workdays from the time the AOB convenes and will be maintained IAW AFMAN 13-204 Vol 1.

6.5.2. Minutes will include the following, at a minimum:

6.5.2.1. Roster of attendees. To include members present, absent, and other.

6.5.2.2. Agenda items listed in this instruction.

6.5.2.3. Office of Primary Responsibility (OPR), status, and estimated completion date for each item discussed.

6.5.3. Minutes will be distributed to the following, at a minimum:

6.5.3.1. HQ PACAF/A3TO

6.5.3.2. AOB board members.

DANIEL A. DOBBELS, Colonel, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DoD 5400.7-R_AFMAN 33-302, *DoD Freedom of Information Act Program*, 27 April 2020

CJCSI 4120.02C, *Assignment of Movement and Mobility Priority,* 22 December 2011

AFPD 13-2, *Air Traffic, Airfield, Airspace and Range Management*, 02 January 2019

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

AFI 10-1801, *Foreign Governmental Aircraft Landings at United States Air Force Installations,* 25 September 2018

AFMAN 13-204 Vol 1, *Management of Airfield Operations*, 22 July 2020

AFMAN 13-204 Vol 2, *Airfield Management,* 22 July 2020

AFMAN 13-204, Vol 3, *Air Traffic Control,* 22 July 2020

AFI 13-213, *Airfield Driving,* 4 February 2020, Incorporating Through Change 1, 4 December 2020

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

AFI 33-332, *Air Force Privacy and Civil Liberties Program*, 9 March 2020

AFI 35-101, *Public Affairs Operations,* 20 November 2020

AFI 51-307, *Aerospace and Ground Accident Investigations,* 18 March 2019

AFI 91-204, *Safety Investigations and Hazard Reporting,* 27 April 2018

AFMAN 11-2C-17 Vol 3, *C-17 Operations Procedures*, 30 July 2019

AFMAN 11-218, *Aircraft Operations and Movement on the Ground,* 05 April 2019

AFMAN 33-363, *Management of Records*, 1 March 2008, Incorporating Change 2, 09June 2016, Certified Current 21 July 2016

AFMAN 91-223, *Aviation Safety Investigations and Reports,* 14 September 2018

AFI13-213_JBPEARLHARBOR-HICKAM, *Airfield Driving,* 13 December 2018

FAAO 6750.16E, *Siting Criteria for Instrument Landing Systems*, 14 May 2014 **MOU 1094-002**, *Customs, Immigration, and Agriculture Requirements,* 15 Jan 2010

Adopted Forms

DD Form 175, *Military Flight Plan*, May 1986

DD Form 1801, *DoD International Flight Plan,* May 1987

AF Form 847, *Recommendation for Change of Publication,* 22 September 2009

Abbreviations and Acronyms

WG—Wing

A/C—Aircraft

ACC—Air Combat Command

AF—Air Force

AFI—Air Force Instruction

AFM—Airfield Manager

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRIMS—Air Force Records Information Management System

AGE—Aerospace Ground Equipment

AMC—Air Mobility Command

AMCC—Air Mobility Control Center

AMD—Air and Missile Defense

AMOPS—Airfield Management Operations

AMS—Air Mobility Squadron

AOA—Airport Operating Area

AOB—Airfield Operations Board

AOC—Air Operations Center

AOF—Airfield Operations Flight

AOM—Airfield Operations Manager

AOS—Advanced Operating System

APU—Auxiliary Power Unit

ARFF—Aircraft Rescue and Fire Fighting

ARS—Air Refueling Squadron

AS—Airlift Squadron

ATC—Air Traffic Control

ATOC—Air Terminal Operations Center

ATIS—Automatic Terminal Information Service

AW—Airlift Wing

BDOC—Base Defense Operations Center

BWC—Bird Watch Condition

CC—Commander

CCP—Wing Protocol

CD—Deputy Commander

CEC—Civil Engineering Corps

CED—Explosive Ordinance Disposal Flight

CES—Civil Engineering Squadron

CONUS—Contiguous United States

CP—Command Post

CS—Communications Squadron

DME—Distance Measuring Equipment

DV—Distinguished Visitor

DO—Director of Operations

DoD—Department of Defense

ECP—Entry Control Point

ELAP—Explosive Laden Aircraft Parking

ELT—Emergency Locator Transmitter

ETA—Estimated Time of Arrival

FAA—Federal Aviation Administration

FAAO—Federal Aviation Administration Order

FBO—Fixed Base Operations

FFD—Federal Fire Department

FLIP—Flight Information Publication

FOD—Foreign Object Damage

FS—Fighter Squadron

HC/D—Hazard Classification/Division

HCF—Honolulu Control Facility

HCP—Hot Cargo Pad

HNL—Daniel K. Inouye International Airport

HIANG—Hawaii Air National Guard

HRF—Hickam Ramp Facility

HQ AF—Headquarters Air Force

IAW—In accordance with

ICE—Immigration and Customs Enforcement

IFR—Instrument Flight Rules

JBPH-H—Joint Base Pearl Harbor-Hickam

JB4—-Joint Base Public Works Department

MDG—Medical Group

MCE—Maximum credible event

MEQ—Mission Essential Quantities

MOC—Maintenance Operations Center

MOU—Memorandum of Understanding

MSL—Mean Sea Level

MXG—Maintenance Group

MXM—Maintenance Supervision

NEW—Net Explosive Weight

NOTAM—Notice to Airmen

NVD—Night Vision Device

OG—Operations Group

OGV—Operations Group Standardization and Evaluation

OPR—Office of Primary Responsibility

OSA—Airfield Operations

OSS—Operations Support Squadron

OWS—Weather Flight

PA—Public Affairs

PAS—Privacy Act Statement

PCC—-Primary Crash Circuit

PPR—Prior Permission Requested

QRC—Quick Reaction Checklist

RAWS—Radar, Airfield and Weather Systems

RCR—Runway Condition Reading

RDC—Regional Dispatch Center

RDS—Records Disposition Schedule

RWY—Runway

SCN—Secondary Crash Net

SE—Safety

SEF—Flight Safety

SEG—Ground (Occupational) Safety

SEW—Weapons Safety

SFS—Security Forces Squadron

SIB—Safety Investigation Board

SOP—Standard Operating Procedure

TA—Transient Alert

TACAN—Tactical Air Navigation System

UHF—Ultra High Frequency

USDA—United States Department of Agriculture

VFR—Visual Flight Rules

VORTAC—VHF Omnidirectional Range/Tactical Aircraft Control

WRS—Weather Reconnaissance Squadron

Terms

Airfield—The portion of Hickam Field specially designed for taxiing and parking aircraft operations, including aircraft maintenance and support facilities. This includes Taxiways A1-A4, M, T, V, Taxilanes HA, HB, HC, and parking aprons located on Hickam Field. It also includes the entirety of Daniel K. Inouye International Airport external to JBPH-H real property.

Airfield Management—Consists of the 15th and 154th Wing Airfield Manager (AFM); Deputy, Airfield Manager (DAFM); Noncommissioned Officer in Charge (NCOIC), Airfield Management Operations (NAMO); NCOIC, Airfield Management Training (NAMT); Airfield Management Operations Supervisor/Shift Lead (AMOS/AMSL); Airfield Management Operations Coordinator (AMOC). Airfield Management plans, coordinates, and/or directs airfield operations including maintenance, construction and use of airfield facilities. As currently written, when referenced Airfield Management, this mean 15th Wing Airfield Management (15 OSS/OSAA) unless specifically annotated.

Airfield Operations Flight—Airfield Operations Manager, Airfield Management Operations (AMOPS), Radar, Airfield and Weather Systems (RAWS), and Hickam Ramp Facility are combined to form the Airfield Operations Flight.

Apron—A paved surface intended to accommodate aircraft for purposes of loading/unloading, refueling, parking or maintenance. **NOTE:** Also referred to as Hickam Ramp in this instruction.

Base Operations—The facility which houses the 15 OSS Leadership, 154 OSS Leadership, Airfield Operations Manager, 15 OSS/OSAA, 154 Wing Airfield Management, 15th Wing Command Post, 15th Wing Maintenance Operations Control Center, and Host Aviation Resource Management (HARM).

Airport Operations Area (AOA)—This includes the active runways, taxiways and authorized areas of the airfield utilized for taxi, takeoff and landings of aircraft, including helicopter hover taxiing, exclusive of aprons. AOA markings are a solid, yellow line beside a dashed yellow line identifying the movement area on Hickam Field at Taxiways A1-A4, M, and V. **NOTE:** Honolulu Ground/Control Tower authorization is required for entry into the AOA. Radio contact with ground/control tower must be maintained at all times by all operating in these areas.

Emergency Response Vehicles—Aircraft Rescue Fire Fighting, Medical, and Security Forces vehicles responding to an aircraft emergency are considered emergency response vehicles. During emergencies, emergency response vehicles are not required to conduct FOD checks and may exceed speed limits with prudence only when personnel and property are not endangered. All other vehicle operators responding to the emergency will not exceed 35 MPH. In the interest of safety, emergency response vehicles will not cross any runway without approval from Honolulu Control Tower.

Entry Control Points—Restricted area access points located at various locations on the airfield.

Hickam Airfield Operations—Provides flight planning services, aircraft movement information and assists the Airfield Operations Manager concerning airfield operations.

Hickam Ramp Facility—Provides advisories to aircraft taxiing to and from Hickam Field and monitors aircraft, vehicle, and personnel operations on the Hickam airfield non-controlled movement area. **NOTE:** HRF is not an Air Traffic Control facility, therefore, control instructions will not be given, only advisories.

Non-Controlled Movement Area—The portion of the Hickam Field Ramp not included in the movement area. The non-controlled movement area is not controlled by air traffic control. HRF is an advisory facility which provides guidance to aircraft and vehicles operating on the non-controlled movement area.

Restricted Area—An area designated to protect aircraft based upon protection level. Normally has central access points called ECPs.

Senior Airfield Authority—This individual is responsible for the control, priorities, operation and maintenance of an airfield to include the taxiways, parking ramps, land and facilities whose proximity affect airfield operations. The 15th Wing Commander is the Senior Airfield Authority for Hickam Field.

Shared Use—An airfield jointly used by civil and military flight activities that is located at a civil airport under control of civil authorities.

Taxilane—A designated route for taxiing aircraft through parking aprons.

Taxiway—A designated route for taxiing aircraft between aprons and runways.

Vehicle—Any wheeled device (automobile, golf cart, bicycle, power carts, light carts, etc.)

Attachment 2

HICKAM FIELD AIRFIELD DIAGRAM.

Figure A2.1. HICKAM FIELD Airfield Diagram.

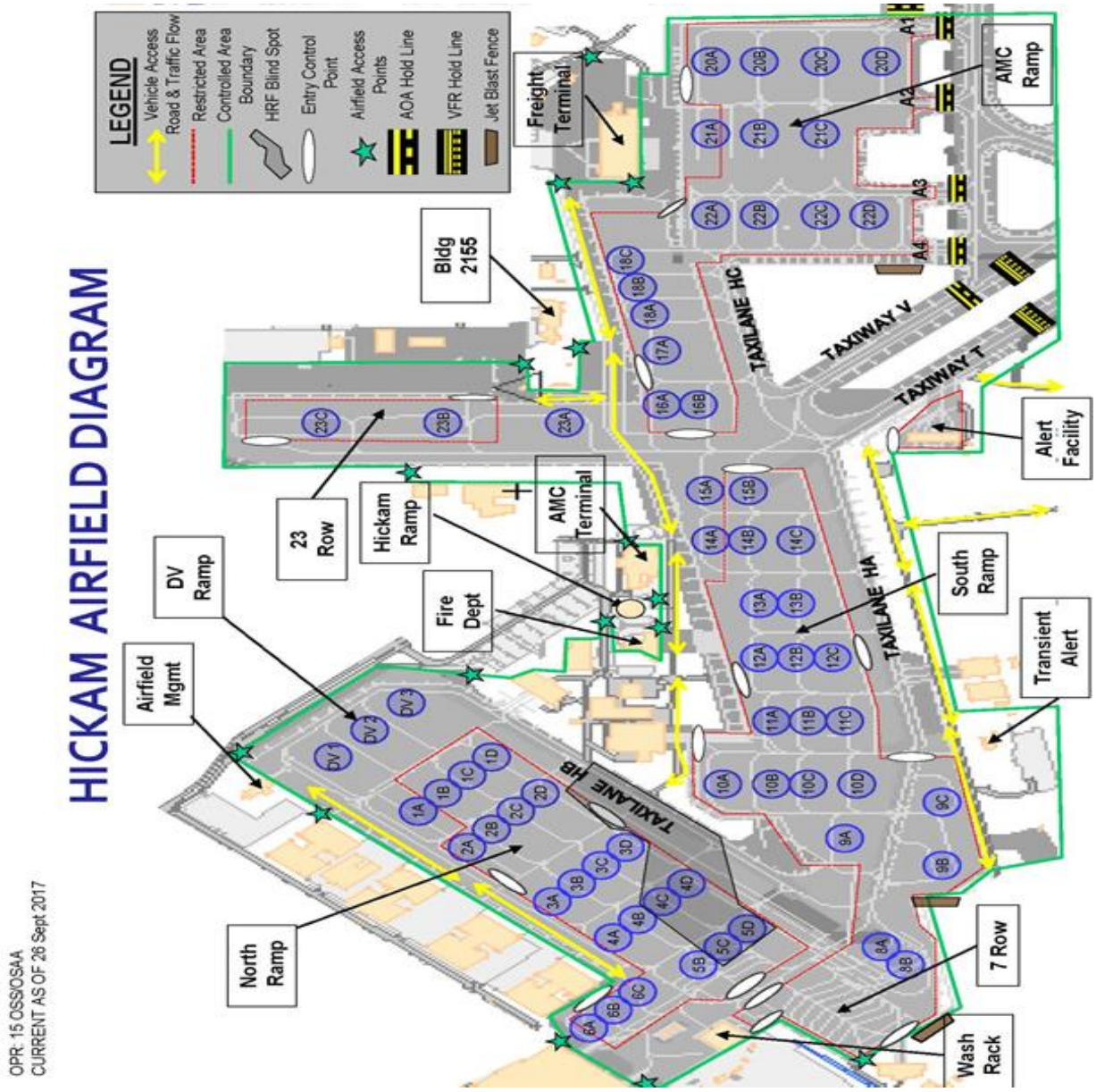
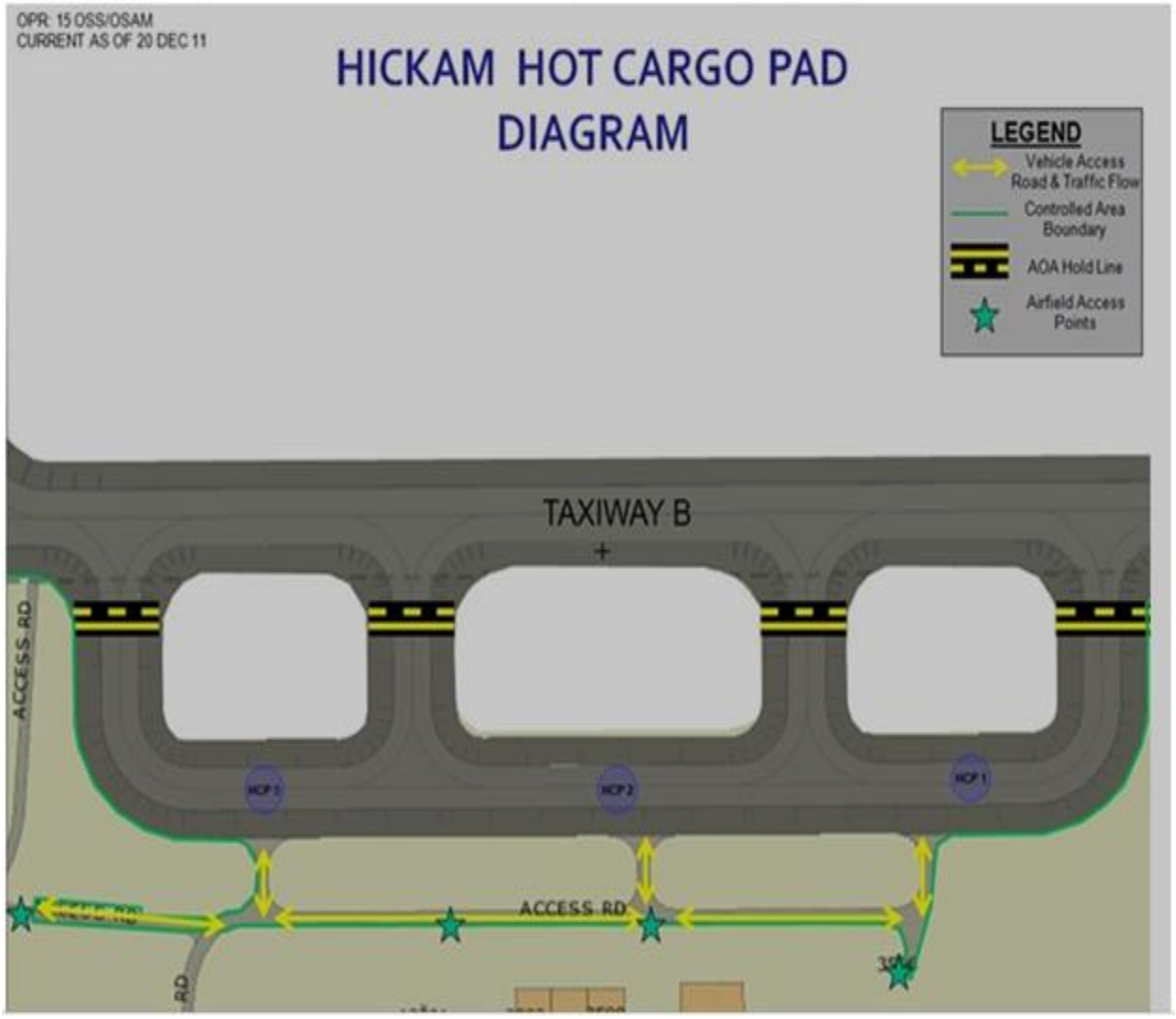


Figure A2.2. Hickam Hot Cargo Pad Diagram.



Attachment 3

DANIEL K. INOUYE INTERNATIONAL AIRPORT DIAGRAM

Figure A3.1. Daniel K. Inouye International Airport Diagram.

HONOLULU INTERNATIONAL AIRPORT AIRFIELD DIAGRAM

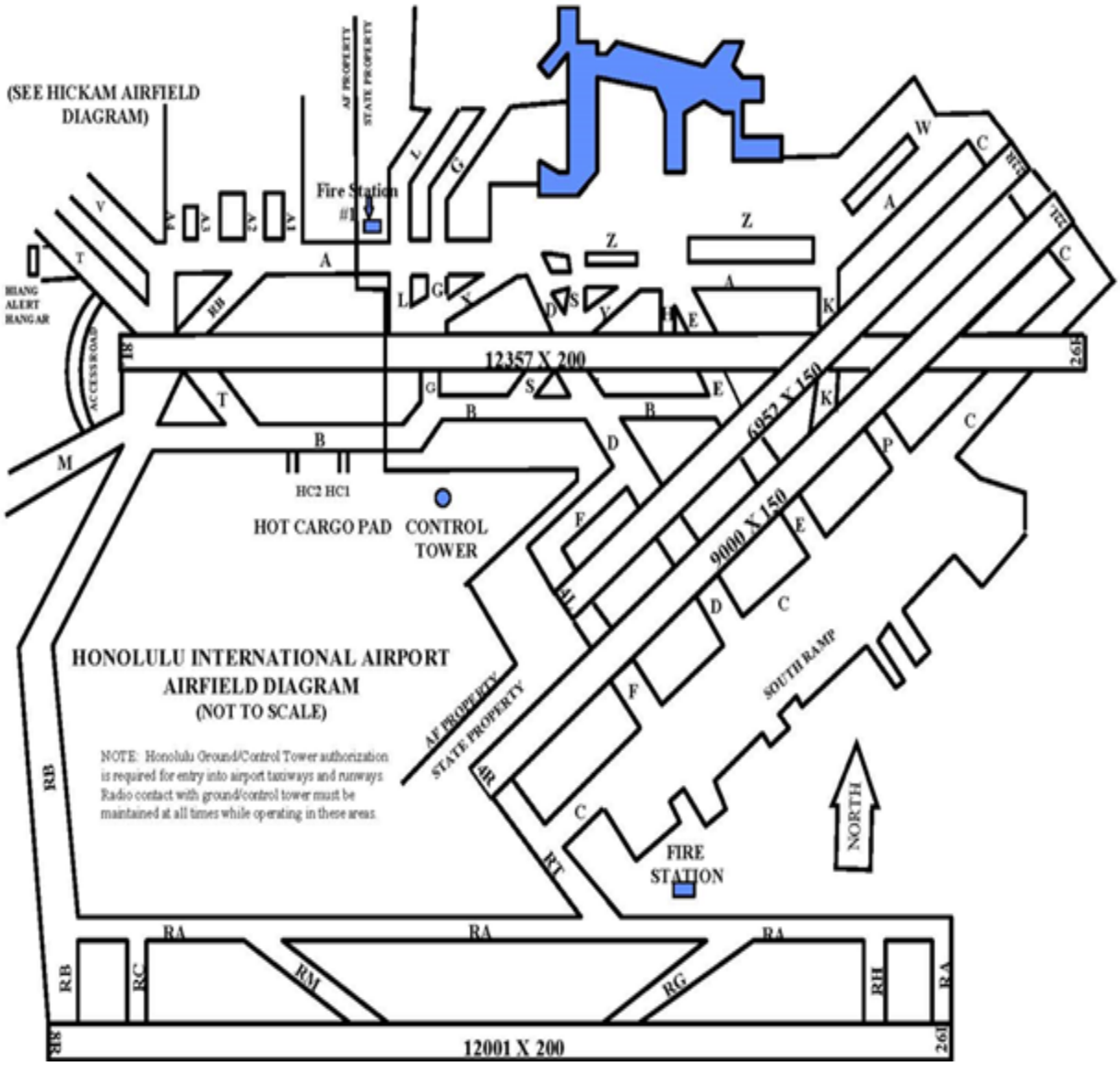


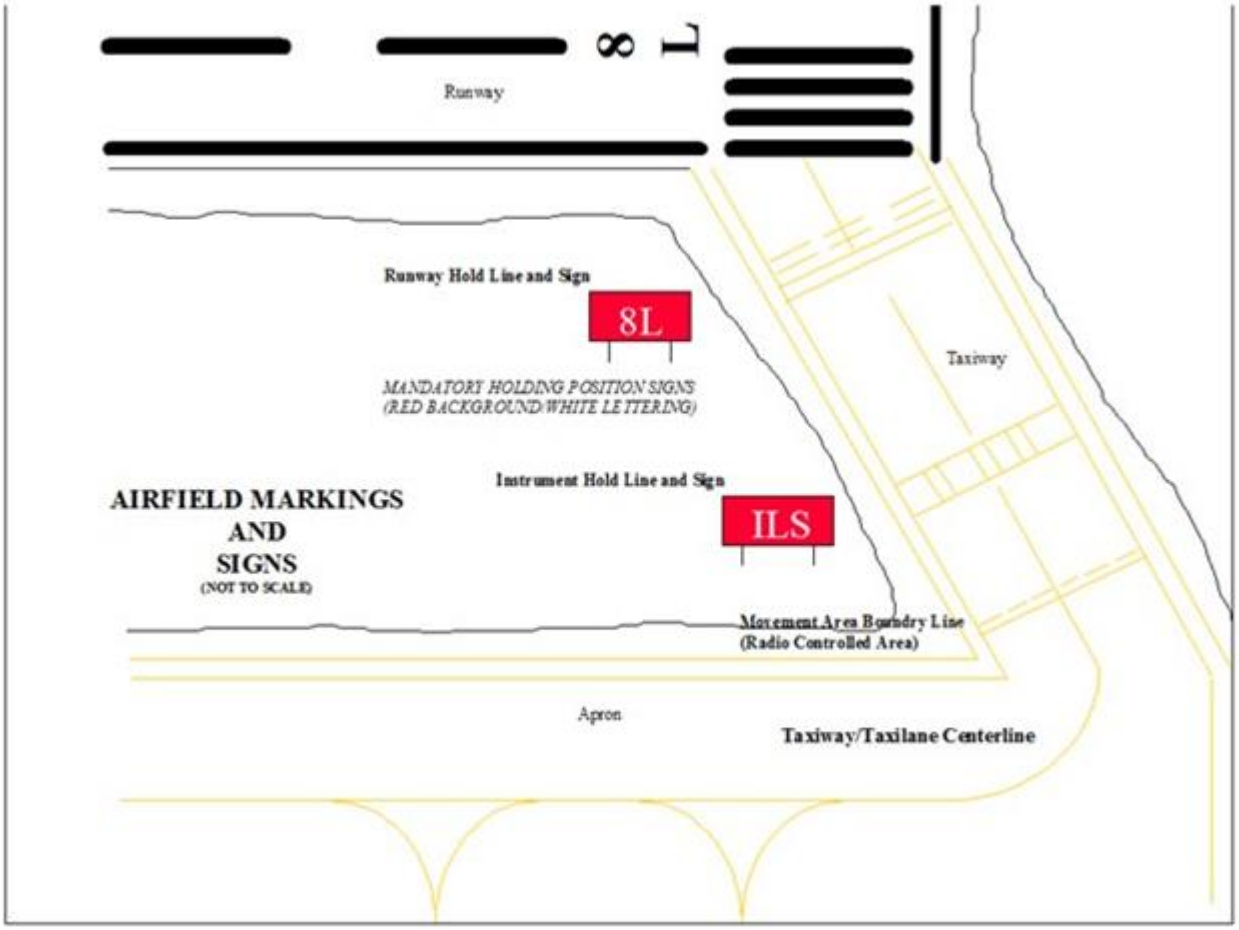
Figure A3.2. Runway Remaining Chart.

RUNWAY REMAINING CHART					
RUNWAY 8L 12,300		***RUNWAY 26R***	***RUNWAY 4R*** 9,000		***RUNWAY 22L***
7,450	L	4,850	6,900	F	2,050
6,900	C	5,400	5,500	D	3,500
5,200	D	7,100	4,000	E	4,950
4,150	H	8,150	3,250	K	5,700
3,700	E	8,650	2,750	P	6,200
2,150	K	10,100	2,350	8L	6,600
1,400	4R	10,900	LAHSO 6,250 TO 8L		
	LAHSO 9,300 TO 4L				
RUNWAY 8R 12,001		***RUNWAY 26L***	***RUNWAY 4L*** 6,948		***RUNWAY 22R***
11,500	RC	450	5,350	D	1,550
8,050	RM	3,900	3,900	E	3,000
3,900	RC	8,050	2,700	F	4,200
450	RH	11,500	LAHSO 3,700 TO 8L		

Attachment 4

AIRFIELD MARKINGS AND SIGNS DIAGRAM

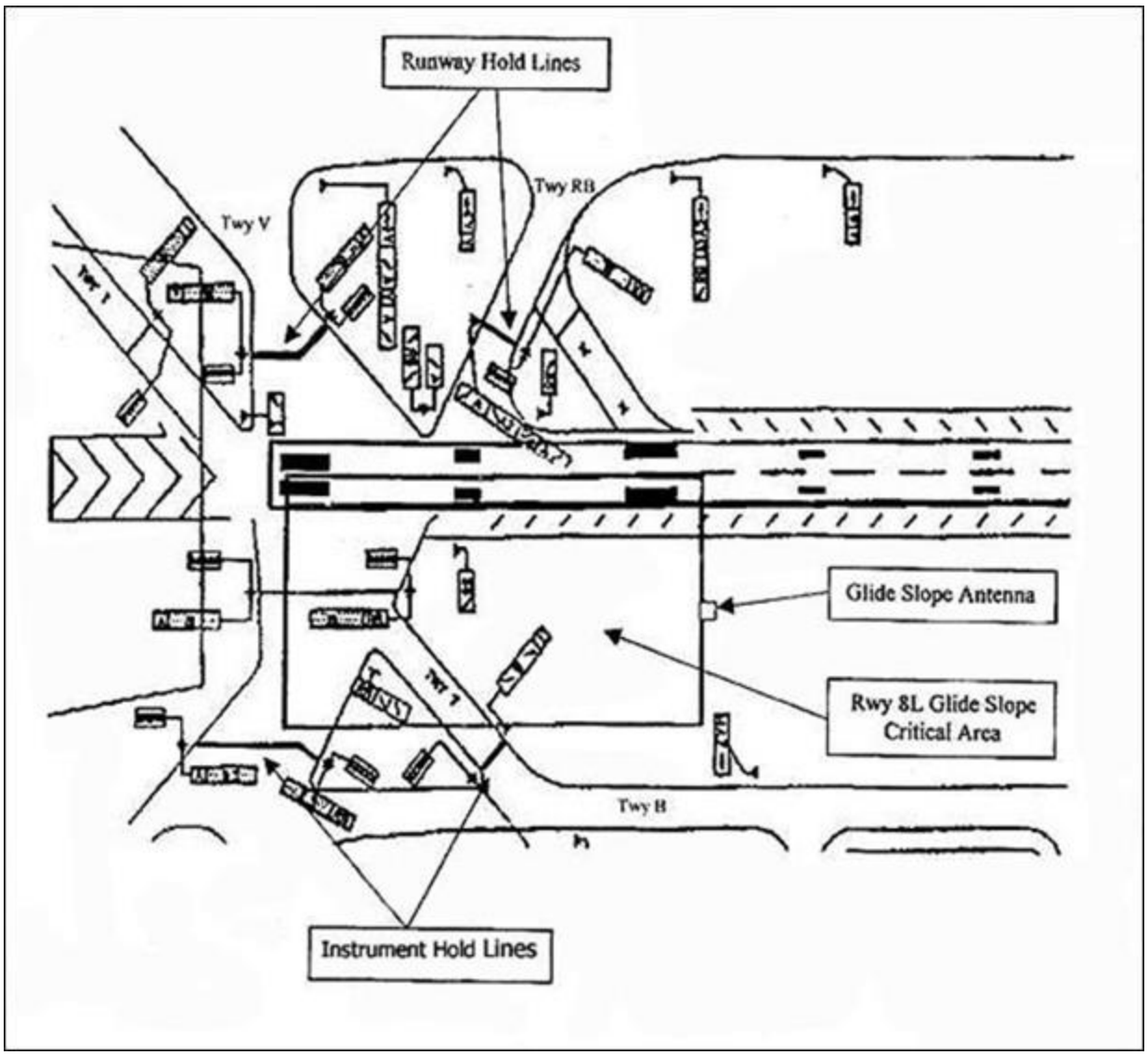
Figure A4.1. Daniel K. Inouye Airfield Marking and Signs Diagram.



Attachment 5

PRECISION APPROACH CRITICAL AREAS

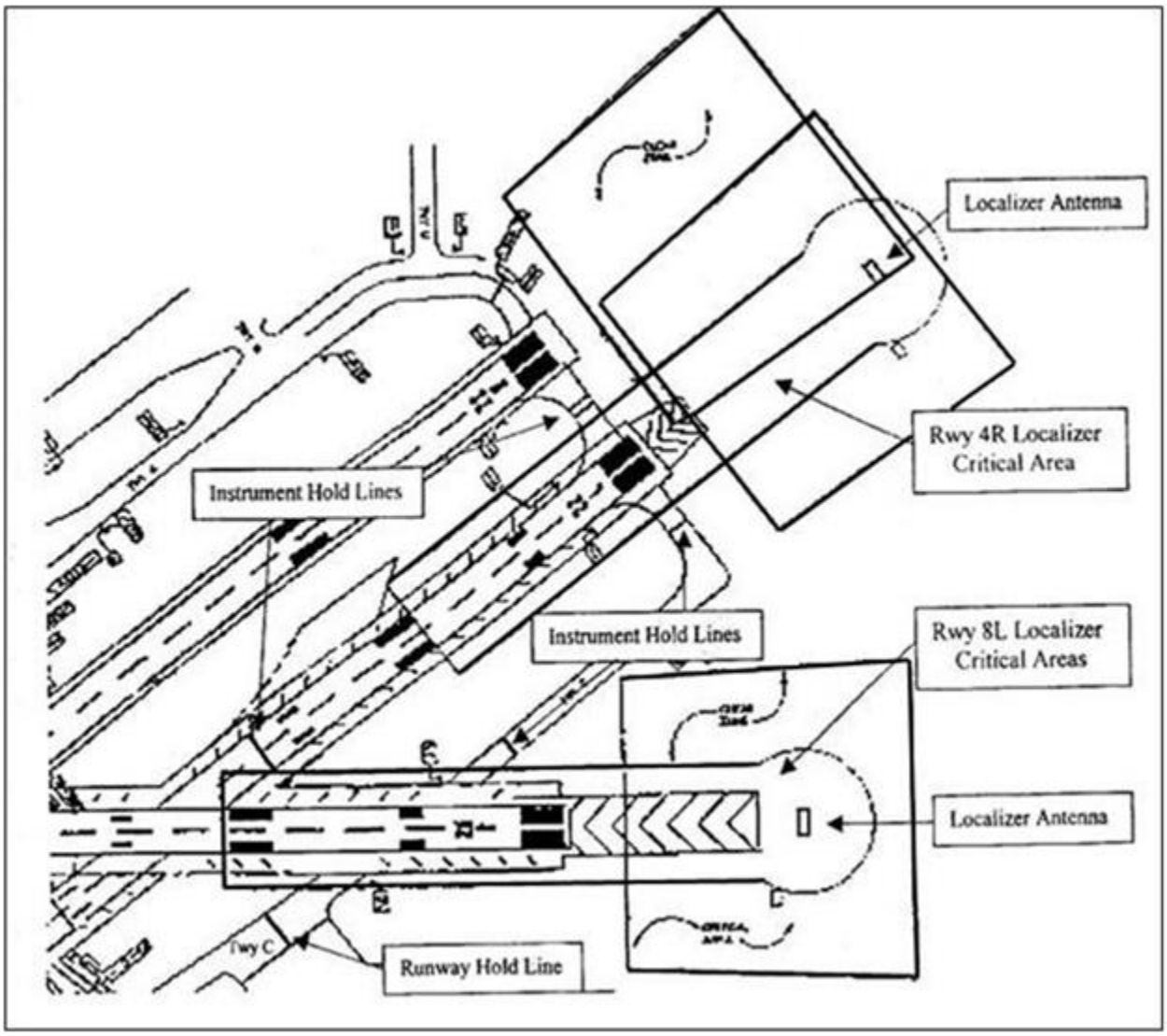
Figure A5.1. Runway 08L Glideslope Critical Area/Instrument Hold Lines.



Attachment 6

PRECISION APPROACH CRITICAL AREAS

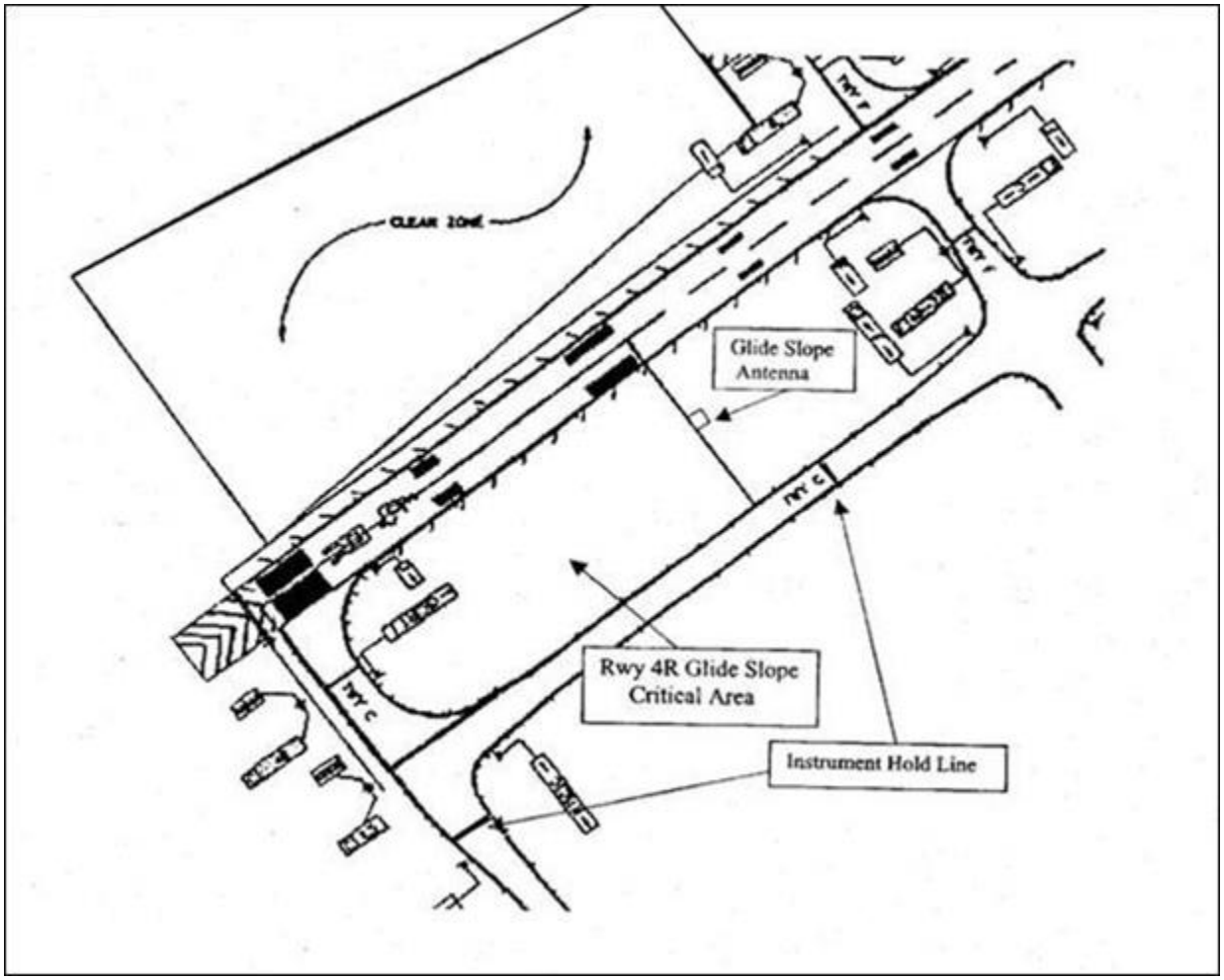
Figure A6.1. Runway 04R/08L Localizer Critical Areas & Instrument Hold Lines.



Attachment 7

PRECISION APPROACH CRITICAL AREAS

Figure A7.1. Runway 04R Glideslope Critical Area/Instrument Hold Lines.



Attachment 8

OPERATIONAL PRIORITY CODE DEFENITIONS

Table A8.1. Eligible Values - JCS Priorities (IAW CJCSI 4120 02B, Change 1).

Priority Code	Purpose
1A1	Presidential-directed missions including support to the NAOC when operating in direct support of the President.
1A2	US forces and other forces or activities in combat designated by the Chairman in accordance with applicable Secretary of Defense guidance.
1A3	Programs approved by the President for top national priority including: Real-world contingency deployment operations supporting CONPLANs for special operations. Deployment of special category overseas law enforcement missions (this priority would also include redeployment of such missions, if the return of the aircraft to the United States were considered integral to mission accomplishment. Deployment of designated search and rescue teams when directed by the Secretary of Defense. This priority shall only be assigned to missions in which the immediate deployment could result in the saving of human lives. Deployment of assets in support of homeland defense and civil support in response to an actual attack, an anticipated imminent attack, or time- sensitive response to a catastrophic incident including assets required for force protection and consequence management. Special weapons. Movement of forces in support of national C2 capabilities. Time-sensitive deployments of Secretary of Defense-directed ISR Global Response Force and TITAN airborne reconnaissance missions.
1B1	Missions specially directed by the Secretary of Defense including: Urgent contingency deployments (this priority is intended for deployment of forces supporting contingency operations of a sudden, time sensitive nature and is not intended for routine, planned rotations of forces into theater). Redeployment of forces conducting real-world operations in support of CONPLANs for special operations (this priority is assigned as a result of the stringent reconstitution requirements placed on these assets).

	Routine law enforcement deployment missions. NAOC operations when not in support of the President. Validated contingency channels. Patients requiring urgent or priority aero medical evacuation. Deployment of special operations forces for real-world counterdrug and joint combined exchange training (JCET) missions.
1B2	Units, projects, or plans specially approved for implementation by the Secretary of Defense or the Chairman including steady-state contingency deployments. This priority is intended for deployment or rotation of forces supporting contingency operations of an enduring nature (including planned rotations of aircraft squadrons, air expeditionary forces, missile battery equipment and personnel, communications support, and security forces).
1B3	Covers requirements in support of the following: All contingency redeployments, regardless of whether the deployment was urgent or steady state (except for forces deployed for routine aero medical evacuation missions). Redeployment of special operations forces from real-world counterdrug and JCET missions. Validated distribution channels.
2A1	US and/or foreign forces or activities deploying or positioned and maintained in a state of readiness for immediate combat, combat support, or combat service support missions, including CONUS-based units for exercise and training events directly related to CONPLANs for special operations.
2A2	Industrial production activities engaged in repair, modification, or manufacture of primary weapons, equipment, and supplies to prevent an impending work stoppage or to re-institute production in the event a stoppage has already occurred or when the material is required to accomplish emergency or controlling jobs and movement of aircraft in support of foreign military sales.
2B1	CJCS-sponsored exercises (under the CJCS Exercise Program).
2B2	Combatant commander-sponsored exercises (under CJCS Exercise Program).
3A1	Readiness or evaluation tests when airlift is required in support of the unit inspection or evaluation tests including deployment missions for major command (or equivalent)-directed exercises or operations (US Navy: fleet commanders; US Army; major Army commands; US Air Force: numbered Air Forces; and US Marine Corps: Marine Forces commands).
3A2	US and foreign forces or activities maintained in a state of readiness to deploy for combat and other activities essential to combat forces.

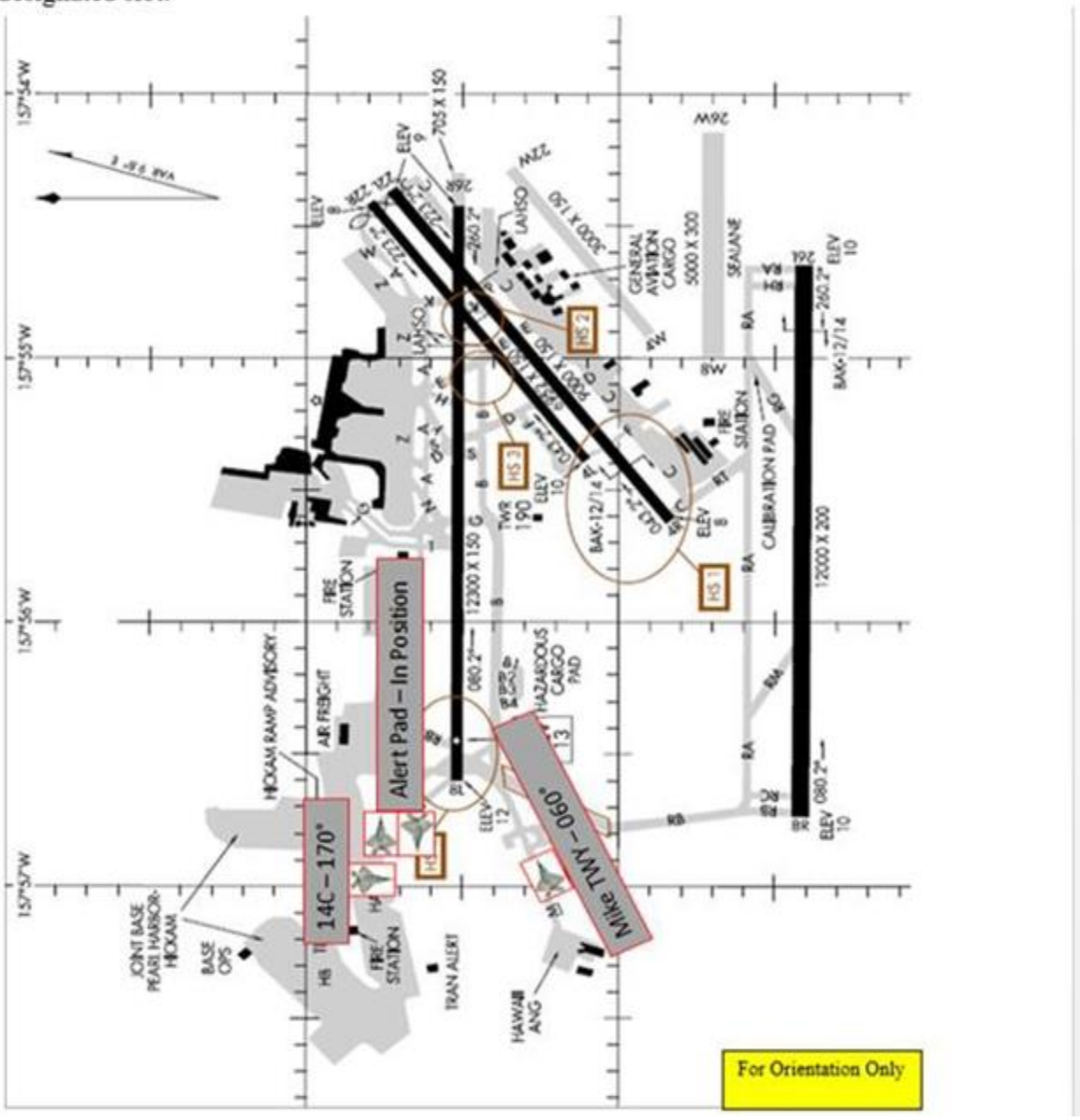
3B1	Joint Airborne/Air Transportability Training (JA/ATT) supporting service training when airborne operations or airlift support is integral to combat readiness (e.g., field training exercise, proficiency airdrop and air assault).
3B2	Joint Airborne/Air Transportability Training (JA/ATT) supporting combat support training (e.g., flare drops and special operations missions).
3B3	Joint Airborne/Air Transportability Training (JA/ATT) supporting service schools requiring airborne, airdrop or air transportability training as part of the program of instruction.
3B4	Airdrop/air transportability or aircraft certification of new or modified equipment.
4A1	US and foreign forces or activities tasked for employment in support of approved war plans and support activities essential to such forces.
4A2	Static loading exercises for those units specifically tasked to perform air transportability missions.
4B1	Support for other US and foreign forces or activities.
4B2	Support for other non-DOD activities that cannot be accommodated by commercial airlift.
4B3	Support for static display for public and military events.

Attachment 9

ARMING LOCATIONS MAP

Figure A9.1. Arming Areas.

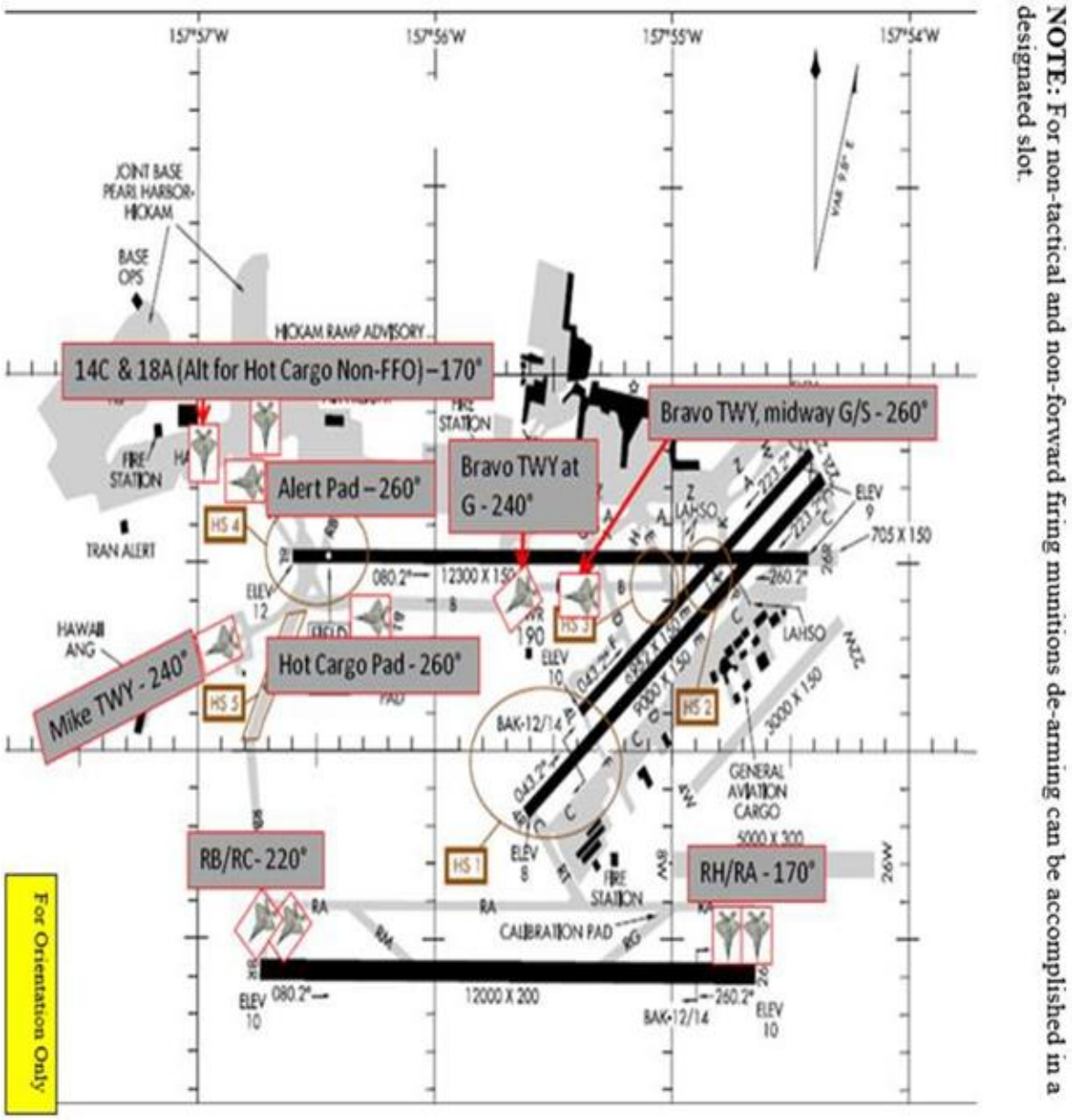
NOTE: For non-tactical and non-forward firing munitions de-arming can be accomplished in a designated slot.



Attachment 10

STORING LOCATIONS MAP

Figure A10.1. Storing Areas.



Attachment 11

DE-ARMING LOCATIONS

Figure A11.1. De-arming Areas.

NOTE: For non-tactical and non-forward firing munitions de-arming can be accomplished in a designated slot.

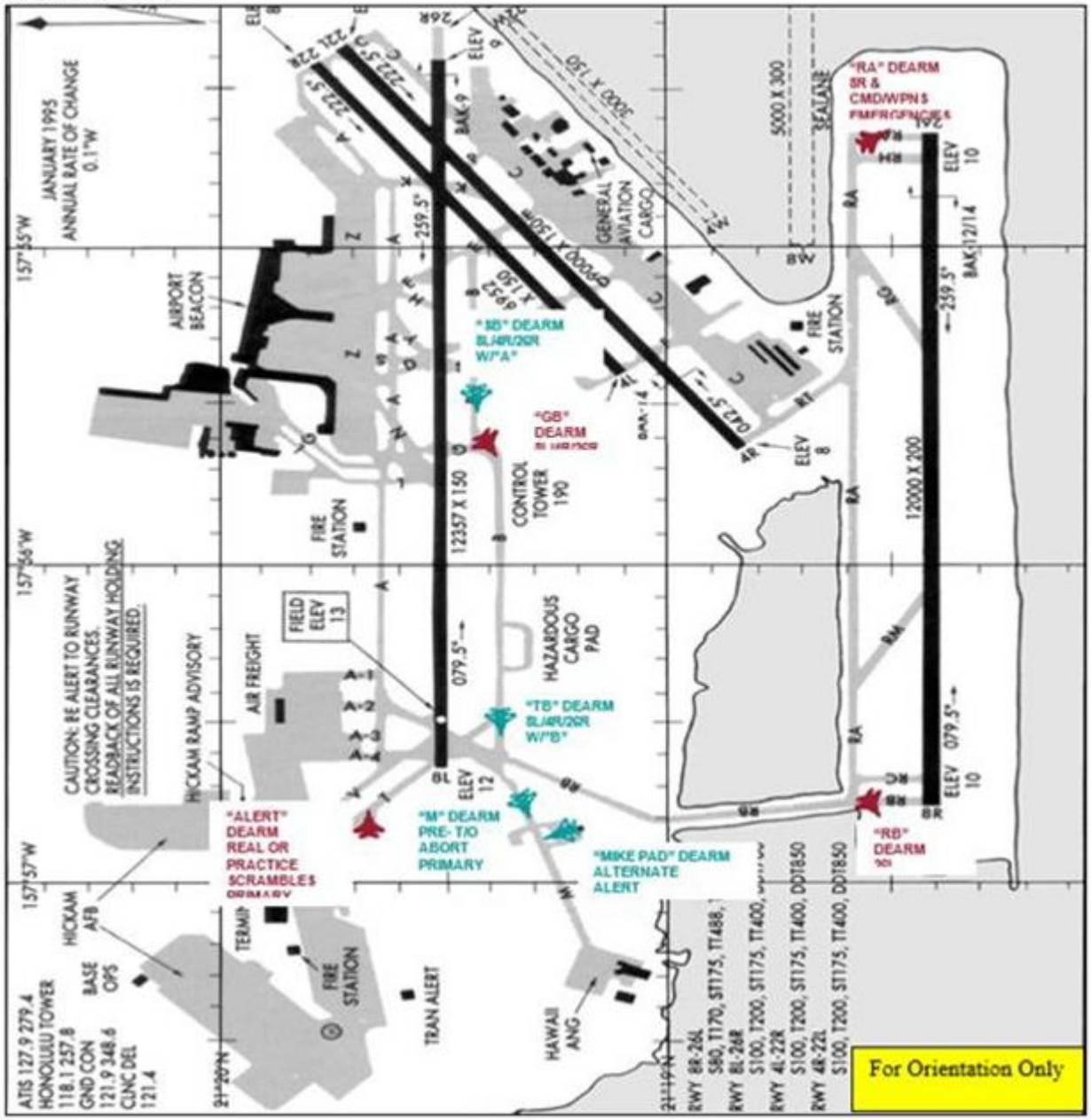
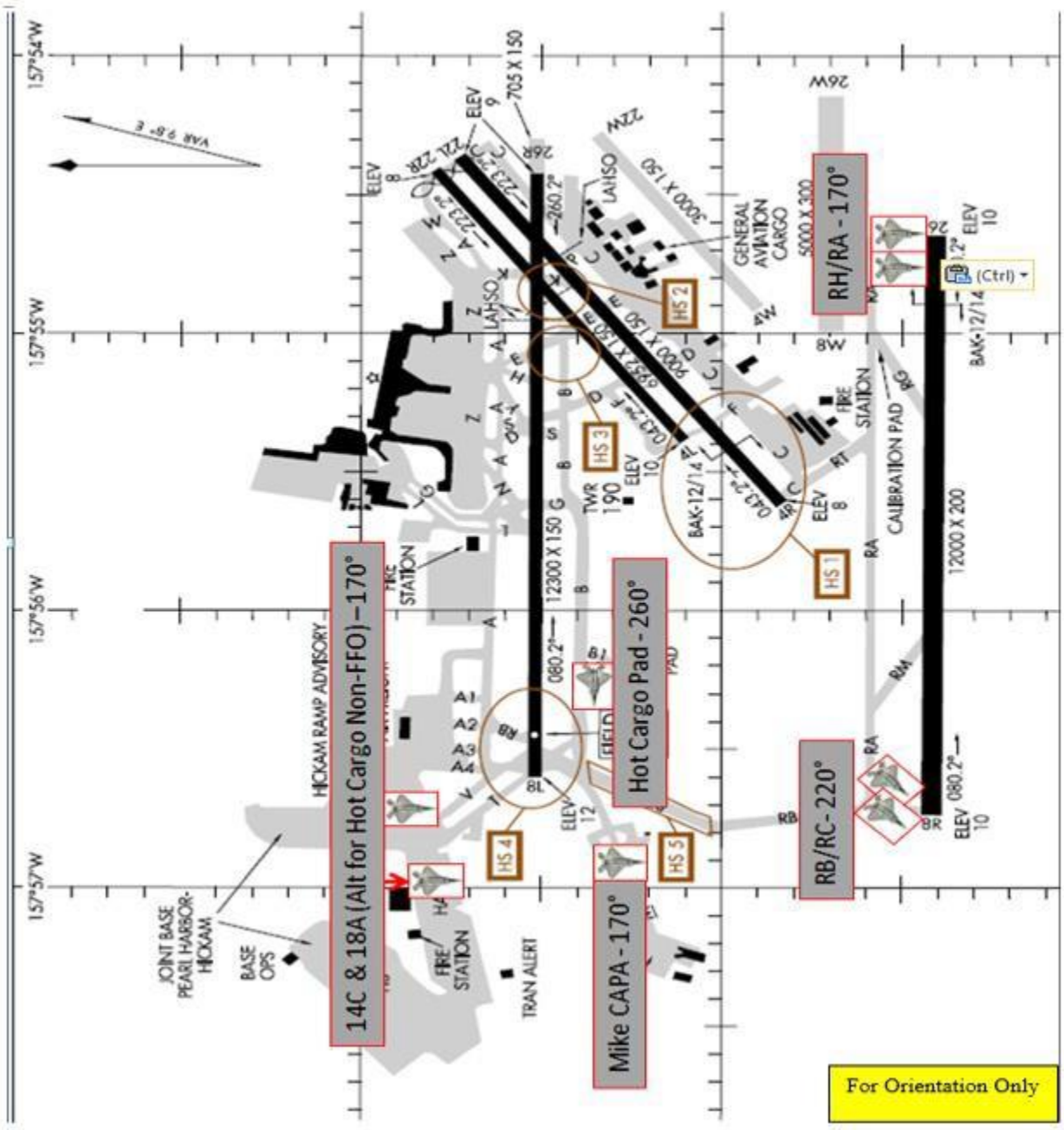


Figure A11.2. De-arming Areas.

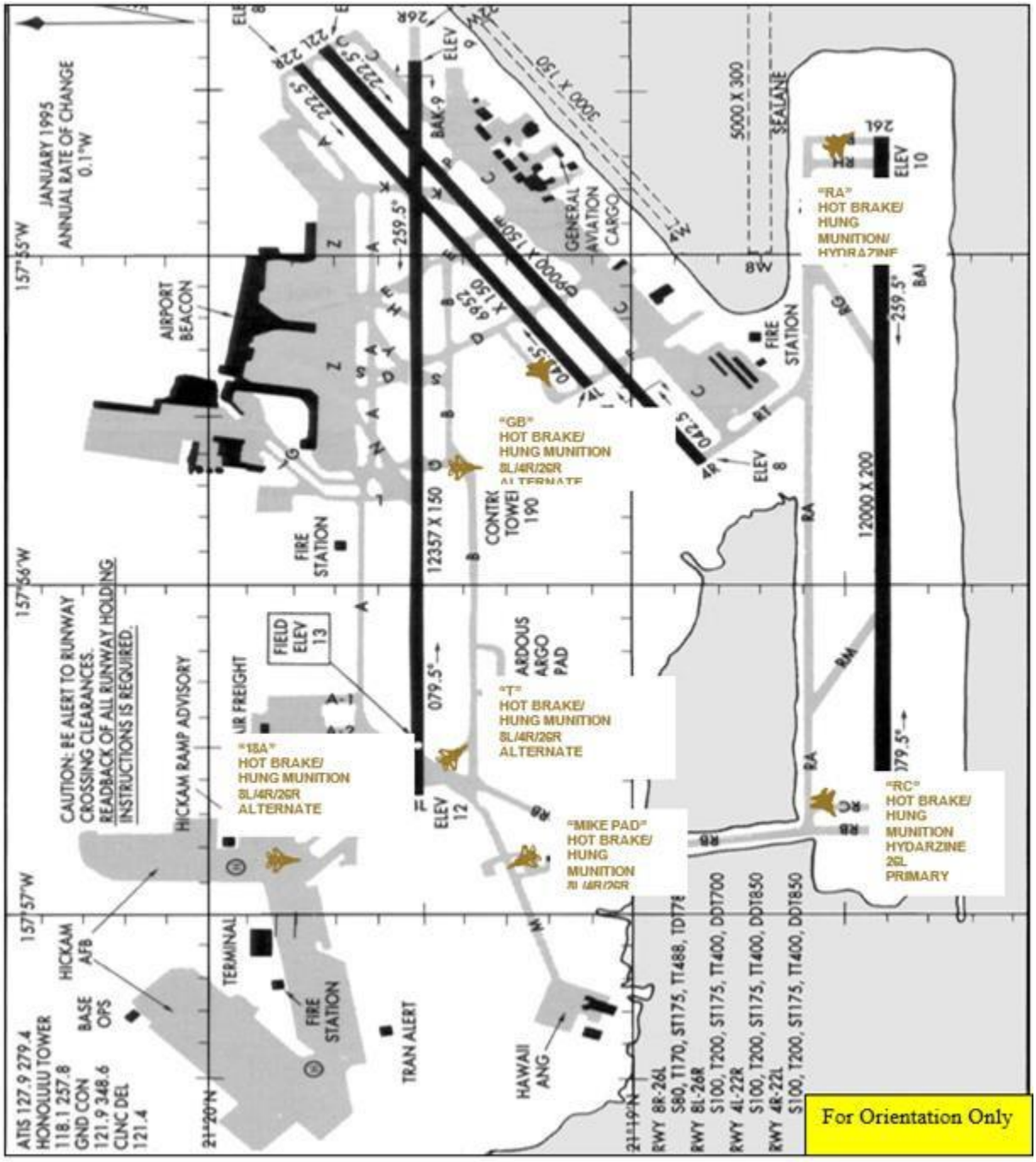
NOTE: Forward firing munitions will follow aircraft headings.



Attachment 12

HUNG MUNITION/HOT BRAKES AREAS

Figure A12.1. Hung Munitions/Hot Brakes Areas.



Attachment 13

AIRFIELD SWEEPER SCHEDULE

Figure A13.1. Sweeper Ops Schedule/Frequency.

Sweeper Ops Schedule / Frequency

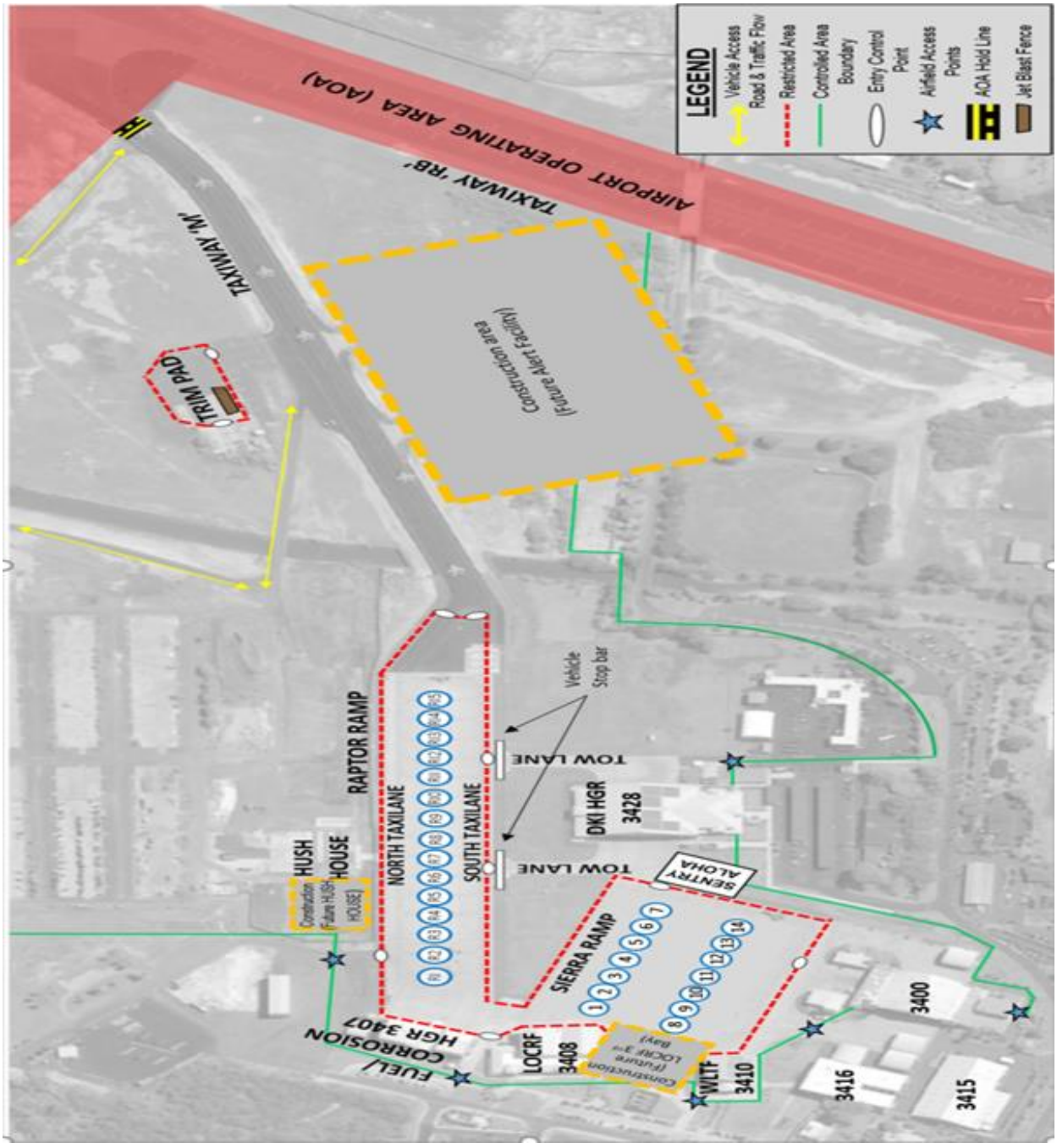
Mondays	Tuesdays	Wednesdays	Thurdays	Fridays	Weekends
Rows 1-5	Rows 1-5	Rows 1-5	Rows 1-5	Rows 1-5	Stand-by / As-Required
Rows 9-15	Rows 9-15	Rows 9-15	Rows 9-15	Rows 9-15	
Rows 16-18	Rows 16-18	Rows 16-18	Rows 16-18	Rows 16-18	
Taxilane HB	Taxilane HB	Taxilane HB	Taxilane HB	Taxilane HB	
Taxilane HA	Taxilane HA	Taxilane HA	Taxilane HA	Taxilane HA	
Flightline ECPs & Roads	Flightline ECPs & Roads	Flightline ECPs & Roads	Flightline ECPs & Roads	Flightline ECPs & Roads	
Row 6 & Taxilane to Hgr 35		Row 6 & Taxilane to Hgr 35		Row 6 & Taxilane to Hgr 35	
Rows 7-8		Rows 7-8		Rows 7-8	
Row 23 & Row 23 Entrance		Row 23 & Row 23 Entrance		Row 23 & Row 23 Entrance	
Taxiway Tango		Taxiway Tango		Taxiway Tango	
Taxiway Victor		Taxiway Victor		Taxiway Victor	
Tango / Victor / HA Intersection		Tango / Victor / HA Intersection		Tango / Victor / HA Intersection	
Tango / Victor Access Road		Tango / Victor Access Road		Tango / Victor Access Road	
AMC Ramp & Taxiways A1-A4		AMC Ramp & Taxiways A1-A4		AMC Ramp & Taxiways A1-A4	
8L Access Road		8L Access Road		8L Access Road	
Taxiway Mike					
HIANG F-15 Ramp					
HIANG Alert Pad					
Mike Pad					
	DV Row		DV Row		
	Wash Rack Pads		Kamakahi Road		
	Kamakahi Road		Rows 16/18/23 Shoulders (1st & 3rd)		
	DV Row Shoulder (2nd & 4th)				
	HB Shoulder (2nd & 4th)				
	HA Shoulder (2nd & 4th)				
Tango Shoulder (1st & 3rd)			AMC Ramp Shoulder (1st & 3rd)		
Victor Shoulder (1st & 3rd)					
Mike Shoulder (1st & 3rd)	HCP and HCP ECPs		HCP and HCP ECPs		

1. Airfield sweeper operator will check-in with Base Ops NLT 0900 on Mon/Wed/Fri and 0800 on Tue/Thur for additional requirements.
2. When sweeping shoulders, only the vacuum will be used. Sweeper brushes and brooms will be turned off.
3. After completing daily requirements, airfield sweeper will continue to be on-call for airfield sweeping. Normal stand-by will apply to all weekends unless otherwise arranged for by Base Ops.
4. Requirements for additional HIANG sweeping will be relayed via Base Ops.
5. If sweeping support is required in support of an Air Force aircraft on HIA then Base Ops or other AOA certified operator will escort the sweeper.

Attachment 14

HIANG AIRFIELD DIAGRAM

Figure A14.1. HIANG Airfield Diagram.



Attachment 15

HOT PIT PROCEDURES

A15.1. F-22 hot pit refueling shall. Only be scheduled/accomplished on parking spots 8A, 8B, and 7A-7G with prior approval from 15 MXG/MXOC and 15 OSS/OSAA. This is the only area on Hickam Ramp certified for hot pit activity. Each additional hot pit area will require a separate Hot Pit Certification IAW AFI 21-101, *Aircraft and Equipment Maintenance Management*. **NOTE:** Due to Unified Facilities Criteria and T.O. 00-25-172 distance requirements, aircraft will not be permitted to enter or exit the fuel barn during hot pit operations.

A15.2. Hot pit set-up and flow shall: Be IAW **Figure 15.1**, **Figure 15.2**, **or figure 15.3** (attached). These approved configurations provide necessary wing-tip/service distance clearances to facilitate unrestricted aircraft taxi (C-17 and smaller) between participating and non-participating aircraft in and adjacent to the hot pit area. **NOTE:** Operational deviations to this attachment require both SOF and 15 OSS/AFM approval.

A15.3. Due to ramp space limitations, dual-pit hot refueling (as described in this instruction) is limited to no more than 9 aircraft. If refueling is needed for more than 9 aircraft, coordinate with 15 OSS/OSAA for additional overflow, or space/phase arrivals accordingly.

A15.3.1. 154 WG/MOC shall:

A15.3.2. Coordinate hot pit activity with 15 OSS/OSAA at least 48 hours prior.

A15.3.3. Coordinate with required agencies prior to hot pit execution (e.g. fire, fuels, etc).

A15.4. 154AMXS shall.

A15.4.1. At a minimum, ensure one “Pit Boss”, two cursory personnel, two End of Runway (EOR) personnel, one marshaller to assist aircraft parking at 9A, and two additional personnel (A-man/B-man) per pit lane report to the hot pit area at least 60 minutes prior to the first pit time.

A15.4.2. The Pit Boss will ensure pit flow and service points are established IAW **Figure 15.1**, **Figure 15.2**, **or Figure 15.3** (based on prevailing winds).

A15.4.3. The Pit Boss will recommend cancellation of hot pit refueling for wind/safety related issues to the Supervisor of Flying. **NOTE:** As the 154 OG/CC’s representative, the SOF is the final authority on permitting/canceling hot pit use.

A15.4.4. Ensure a fire truck is on scene prior to commencing hot pit refueling.

A15.4.5. Ensure hot pit personnel FOD walk the cursory check area and the hot pit area prior to start. The Pit Boss will request a FOD sweeper, if necessary.

A15.4.6. The Pit Boss will ensure the proper amount of serviceable fire extinguishers per aircraft are properly positioned prior to the start of hot refuel operations.

A15.4.7. Ensure aircraft are checked for hot brakes upon landing (EOR), and prior to entering the “Bull Pen” (parking spot 9A, see **Figure 15.4** attached)

Figure A15.1. Option 1.

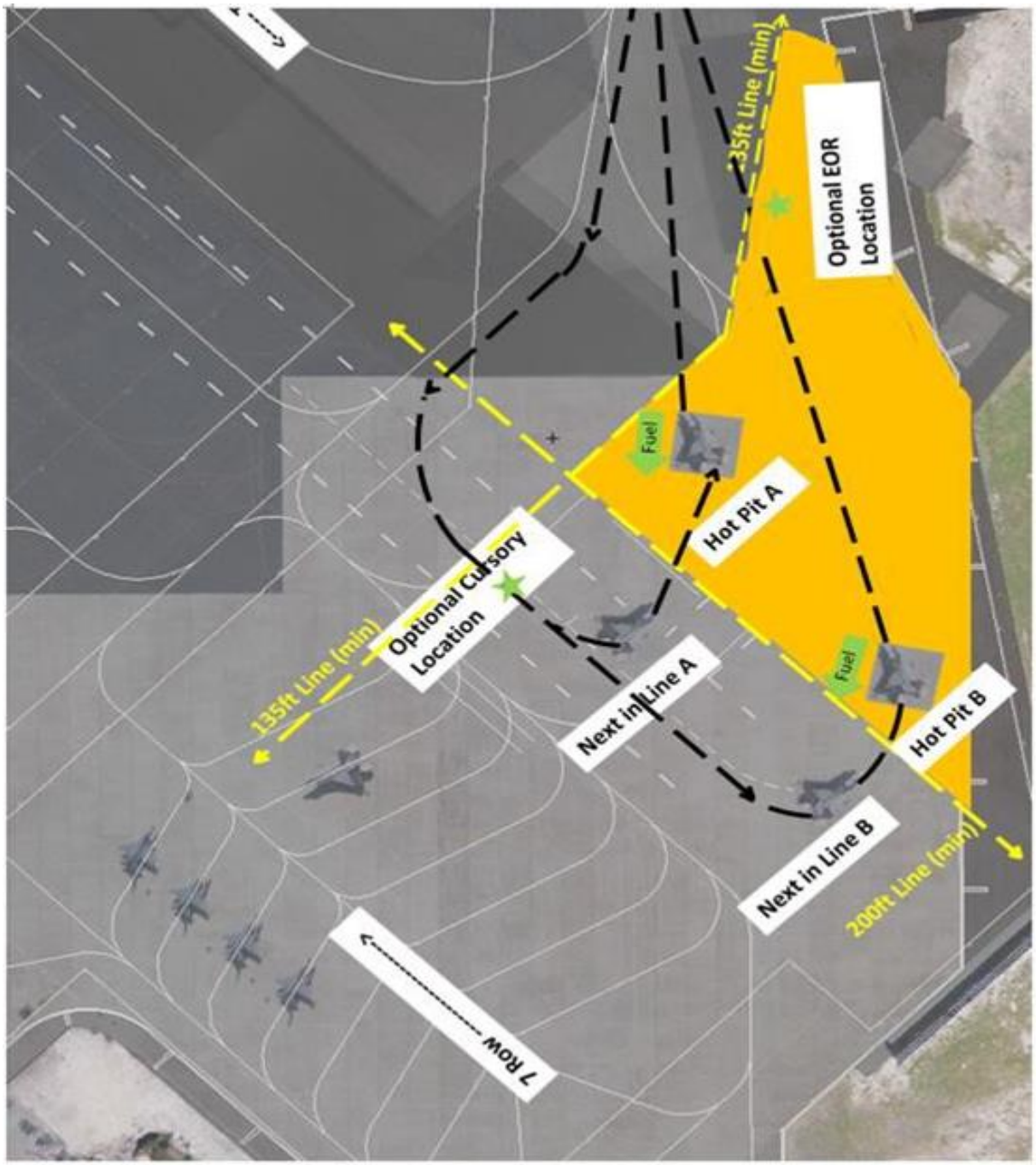


Figure A15.2. Option 2.

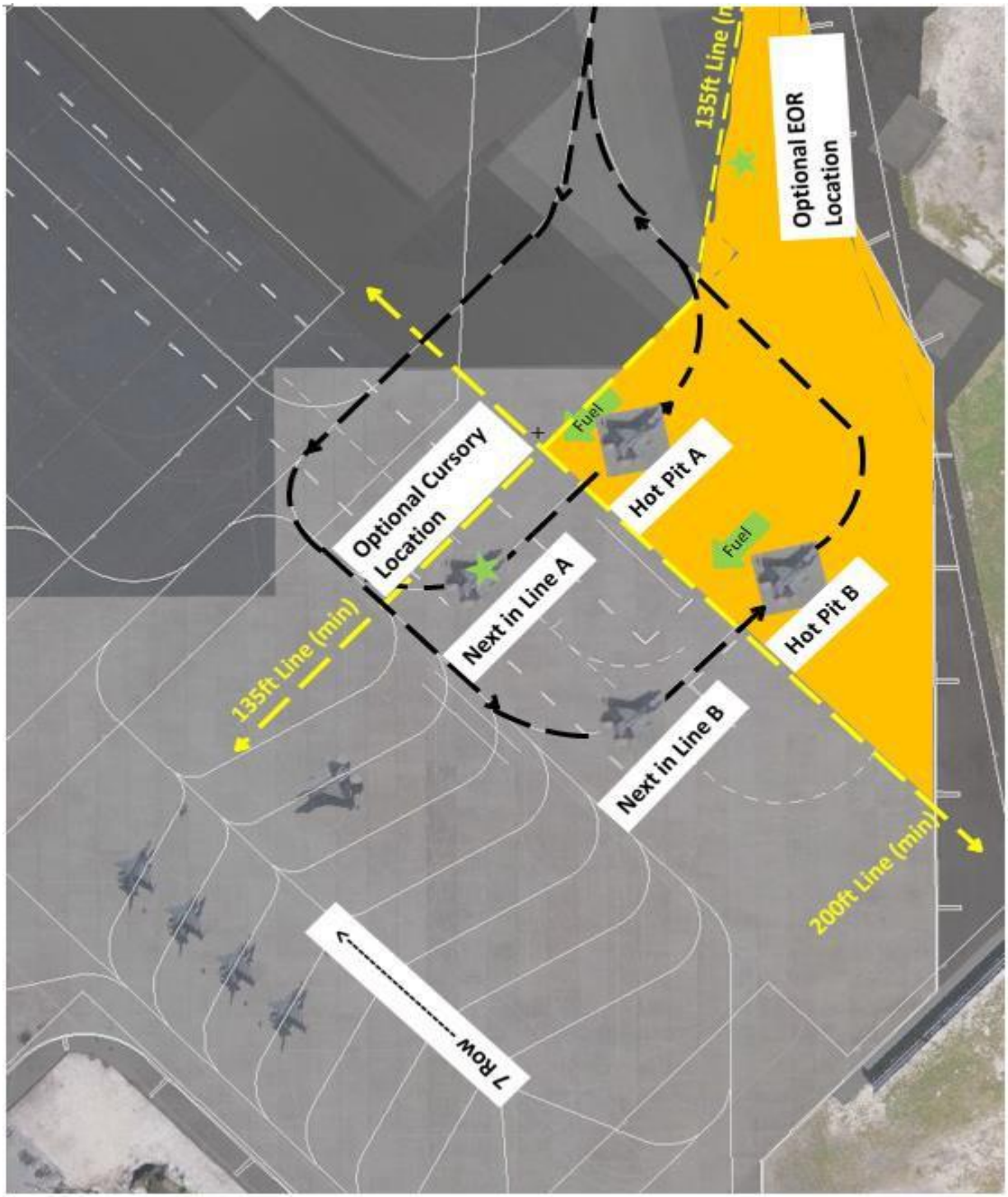


Figure A15.3. Option 3.

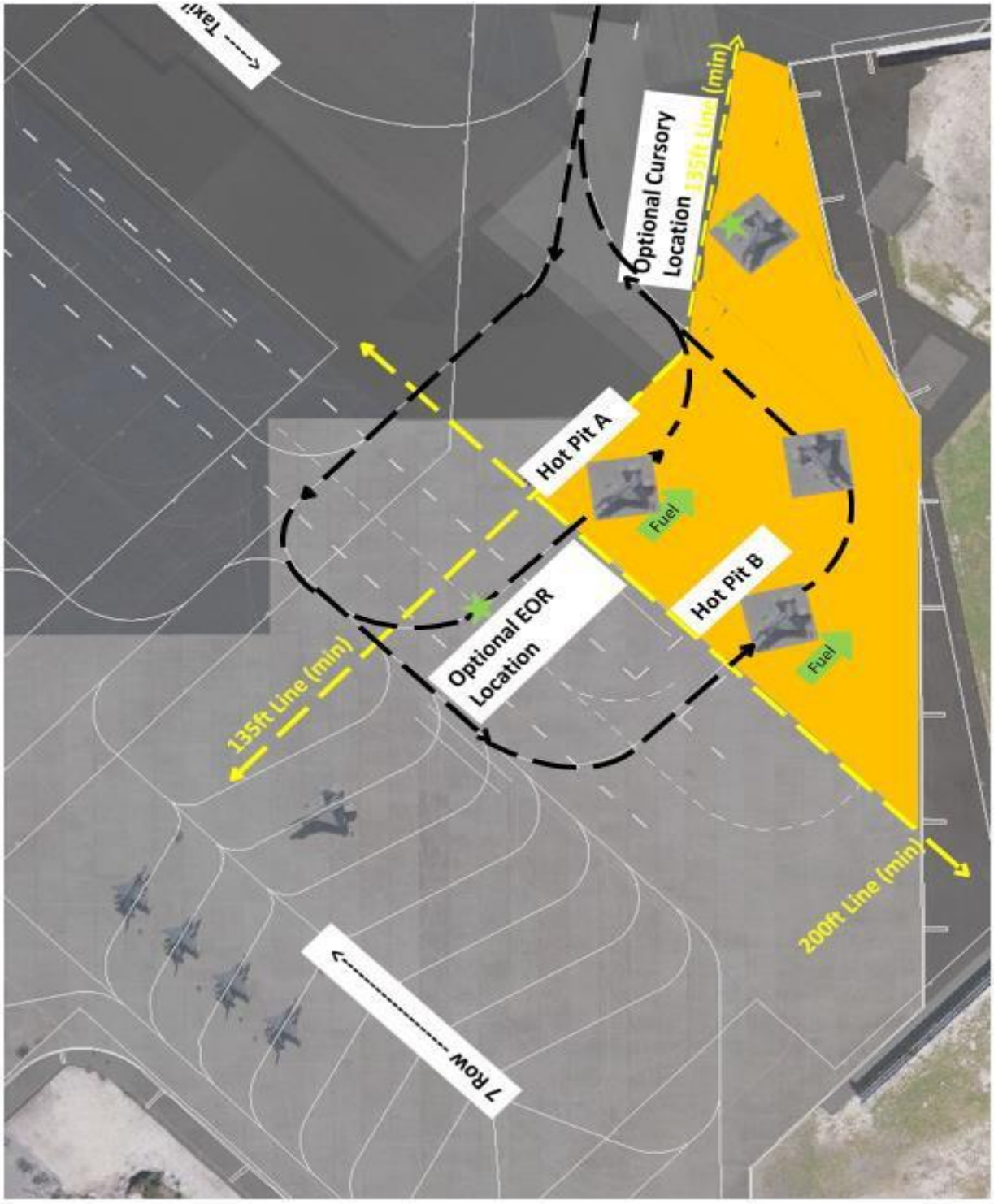
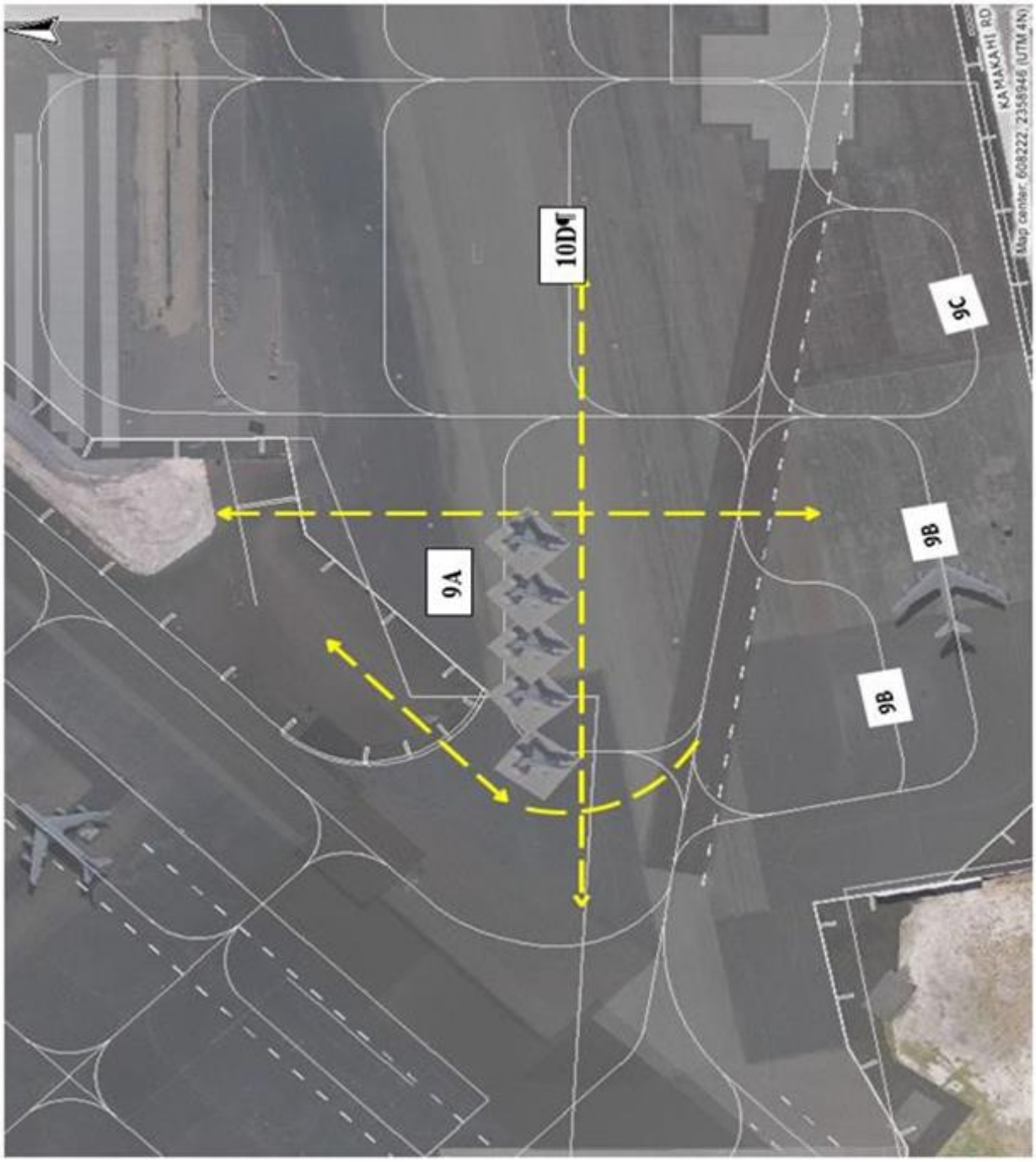


Figure A15.4. 9A Cursory/EOR/Bullpen.



Attachment 16

PRIOR PERMISSION REQUIRED (PPR) PROCEDURES

A16.1. The PPR process is a joint venture between 15 OSS/OSAA, 15 MXG/MXOC, 735 AMS/DO, 735 AMS/MOC, and 735 AMS/CAPES**.** Each agency will be responsible for processing and coordinating the PPR requests of aircraft that fall under their responsibility as noted in this attachment.

A16.2. All PPRs will be processed via the PPR Tracker located on the 15 OSS/OSA Sharepoint website found below. NOTE: 15 OSS/OSAA is the sole owner of the PPR Tracker. Any personnel requesting permissions to the PPR Tracker will contact 15 OSS/OSAA, Airfield Management Operations (NAMO). **https://hickam.eim.pacaf.af.mil/15wg/15OG/15OSS/OSA/Lists/PPR%20Tracker/AllItems.aspx**

A16.3. Coordination will be conducted through all agencies involved in the PPR process. However, 15 OSS/OSAA is the sole issuer of PPR numbers regardless of servicing agency. PPR numbers will not be issued until all agencies have approved and initialed pending PPR requests. **Exception:** ALAN missions will receive a PPR number from 15 OSS/OSAA after 15 MXG/MXOC assigns a parking spot. PPR number will be returned via e-mail to the State Department.

A16.3.1. All AMC PPRs will be coordinated Monday through Friday between the hours of 1700Z - 0400Z only.

A16.3.2. All non-AMC aircraft such as sister service and transient aircraft will contact 15 OSS/OSAA for PPR coordination. All PPRs will be approved no earlier than 72 hours before scheduled arrival, but no later than 24 hours prior to scheduled arrival.

A16.4. 15 OSS/OSAA will.

A16.4.1. Ensure the PPR Tracker is checked every three hours, at a minimum.

A16.4.2. Ensure that all non-AMC PPR information is kept up to date and when appropriate, that PPRs are removed and PPR numbers are issued.

A16.4.3. Document PPR requests for all missions other than AMC TWCF, AMC training, and AMC C-130s in the PPR Tracker.

A16.4.4. Coordinate with non-AMC PPR POCs, as needed, when an agency notifies 15 OSS/OSAA that it will be unable to support the mission as requested.

A16.4.5. Annotate changes (new date/times requested, mission denied, etc.) to unsupported PPR requests on the PPR Tracker.

A16.4.6. Ensure all proper coordination is completed for aircraft transporting hazardous materials IAW applicable Hazardous Cargo checklists before a PPR number is issued.

A16.4.7. Ensure all proper Aircraft Landing Authorization Number information is received before issuing PPR numbers to foreign aircraft.

A16.4.8. Issue and annotate PPR numbers in the “PPR #” section of the PPR Tracker only when all agencies have approved request and annotated initials of approver.

A16.5. 15 MXG/MXOC will.

A16.5.1. Ensure the PPR Tracker is checked every three hours, at a minimum.

A16.5.2. Annotate date and approver initials in the "15 MOC Comments" spot of the PPR Tracker when the 15 WG is able to support the requested mission.

A16.5.3. Issue and annotate parking spot information for all non-AMC aircraft in the "Spot" section of the PPR Tracker.

A16.5.3.1. Coordinate with 735 AMS/MOC and 154 WG/MOC for additional parking spots when 15 WG parking spots are not available; select "Under Review" from the drop down menu until parking has been assigned.

A16.5.3.2. Coordinate directly with 15 OSS/OSAA in order to contact the PPR POC to request new arrival dates/times, and/or to deny the request when no parking spots are available.

A16.6. 735 AMS will.

A16.6.1. Ensure the PPR Tracker is checked every three hours, at a minimum.

A16.6.2. Due to the 735 AMS having limited personnel available and a requirement to service all aircraft, 735 AMS will review *all* pending PPR requests in the PPR Tracker.

A16.6.2.1. If a mission is able to be supported, 735 AMS will select "Approved" from the drop down menu, annotate date and initials of all approvers to include: 735 AMS/DO, 735 AMS/MOC, and 735 AMS/CAPES.

A16.6.2.2. If a mission cannot be supported, 735 AMS will select "Under Review" from the drop down menu, annotate the date and initials of the specific agency unable to support the mission, reasoning, and requested adjustment to mission schedule.

A16.6.2.2.1. If the mission "Under Review" is an AMC mission, 735 AMS will coordinate directly with the PPR POC to request new arrival dates/times, and/or to deny the request.

A16.6.2.2.2. If the mission "Under Review" is not an AMC mission, 735 AMS will coordinate directly with 15 OSS/OSAA in order to contact the PPR POC to request new arrival dates/times, and/or to deny the request.

A16.6.3. Issue and annotate parking spot information for all AMC aircraft in the "Spot" section of the PPR Tracker.

A16.6.3.1. Coordinate with 15 MXG/MXOC and 154 WG/MOC for additional parking spots when 735 AMS parking spots are not available.

A16.6.3.2. Coordinate directly with the PPR POC to request new arrival dates/times, and/or to deny the request when no parking spots are available.

A16.6.4. Coordinate all Hazardous Cargo movement requests with 15 OSS/OSAA, 15 WG/Safety, 15 WG/Weapons Safety, 15 MXS/MXMW, and other agencies, as needed.

Attachment 17

ANNUAL REVIEW ITEMS

Table A17.1. Annual Review.

NOTE: The following items will be reviewed annually and reported in the AOB minutes.	
Annual Review Items	**REVIEW**
LOCAL INSTRUCTIONS	
Joint Base Pearl Harbor-Hickam Emergency Management Plan (Hijacking Plan)	1st Quarter
15 WGI 13-213 Airfield Driving	1st Quarter
15 WGI 13-204 Airfield Operations	1st Quarter
OPLAN 4011	1st Quarter
Airfield Management Operating Instruction (AMOI 13-204)	1st Quarter
Airfield Management Training Instruction (TOI 36-2651)	1st Quarter
BASH OPLAN 91-2	1st Quarter
FOD Program 15 AWI 21-105	1st Quarter
15 AWI 31-101 Installation Security	1st Quarter
MISHAP Response OPLAN 91-1	1st Quarter
Weather Support 15 WGI 15-101	1st Quarter
OSAF OI 36-2651 Hickam Ramp Training	1st Quarter
OSAF OI 13-101 Hickam Ramp Operations	1st Quarter
LETTERS OF AGREEMENT	
Review all NOTAM/Flight Plan LOAs	2nd Quarter
Command Post Recording Devices	2nd Quarter
SUPPORT AGREEMENTS	
Review all applicable support agreements located on OSA Shared Drive	3rd Quarter

A17.1. The following items are under the administration of and reviewed by Honolulu Control Facility: Lost Communications Instructions, Standard Climb-Out Instructions, RWY 26L/R Take-Offs, Landings and Breakout/Go Around/Missed Approach Procedures, NVD Operations and UAS/Remotely Piloted Aircraft (RPA) operations (if applicable).

A17.2. Currently there are no procedures for civil use of Military RAWS or UAS Operations Procedures and are not scheduled for annual review.