BY ORDER OF THE COMMANDER HEADQUARTERS 81ST TRAINING WING (AETC)

KEESLER AIR FORCE BASE INSTRUCTION 13-204

8 APRIL 2024

Space, Missile, Command, and Control

AIRFIELD OPERATIONS AND LOCAL FLYING PROCEDURES

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This instruction implements AFPD 13-2, *Air Traffic, Airfield, Airspace and Range Movement*, and consolidates requirements pertaining to air traffic control and airspace management. It applies to Airfield Management, Airfield, Air Traffic Control, Flight Safety, base assigned (403 WG) and tenant flying units and agencies with areas/buildings on or bordering the airfield. It provides guidance that is outlined in AFMAN 13-204v1, *Management of Airfield Operations*. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. **Attachment 1** is a glossary of references and supporting information. The use of a name or any specific manufacturer, commercial product, commodity, or service in this instruction does not imply endorsement by the USAF.

SUMMARY OF CHANGES

This instruction has been substantially revised and must be thoroughly reviewed. Major revisions include updates to uncontrolled operations, drop zones, bird watch condition restrictions, and airfield diagram. This instruction also incorporates the information from the Aircraft Parking, Airfield Management Plan, 3-260-1 which was rescinded in 2019.

Chapter 1

GENERAL INFORMATION

1.1. Airfield. Due to Keesler AFB's unique organizational structure and the 81 TRW not having an Operations Group, the 81 Operations Support Flight (OSF) is responsible for the day-to-day management of the airfield environment and the 81 TRW/CD is the Senior Operations Commander for operational issues.

1.2. Runway and Taxiways (Attachment 2). Keesler AFB is located in Biloxi, MS and has one runway oriented 04/22. Field elevation is 33 feet mean sea level (MSL).

1.2.1. Runway 04/22 total length and width is 7,630 feet long and 150 feet wide measured at the pavement surface; it is composed of Portland concrete and asphalt. The runway has displaced thresholds (keyholes) on both ends instead of overruns.

1.2.1.1. The opposite end displaced threshold is useable for landing roll-out. Aircrews may back taxi and use the displaced thresholds to calculate and begin takeoff roll. However, the opposite end displaced threshold cannot be used for takeoff computations.

1.2.1.2. The effective runway length between thresholds is 5,030 feet.

1.2.2. Runway 22 is a precision instrument runway designated as the primary instrument runway and is served by a tactical air navigation (TACAN) system and a category one instrument landing system (ILS). The landing distance is 6,630 feet from the permanent displaced threshold to the south end of the runway (end of south keyhole).

1.2.3. Runway 04 is a non-precision instrument runway served by a TACAN. The landing distance is 6,030 feet from the permanent displaced threshold to the north end of the runway (end of north keyhole).

1.2.4. Airfield critical areas, intersection departure distances and other airfield markings are annotated on the airfield diagram (**attachment 2**).

1.2.5. Displaced Threshold (Keyhole) Dimensions and Surface.

1.2.5.1. Runway 04. The first 200 x 150 feet is concrete, the next 800 x 75 feet is concrete with 37.5 feet non-weight bearing asphalt edges on each side. The remaining 599 x 150 feet to the displaced threshold is concrete.

1.2.5.2. Runway 22. The first 200 x 150 feet is concrete, the next 800 x 75 feet is concrete with 37.5 feet non-weight bearing asphalt edges on each side.

1.2.5.3. Large-frame and heavy aircraft aircrews will make 180-degree turns only on the fully stressed concrete portions of the North/South keyholes to prevent possible damage to the surrounding asphalt.

1.2.6. Taxiway Alpha, Charlie and Delta are 75 feet wide. Taxiway Echo is 50 feet wide. Taxiways Bravo and Foxtrot are 205 feet wide.

1.2.7. Aircraft with wingspans larger than 133' will not be allowed to taxi on taxiway Alpha adjacent to Ramp 1 when C-130s are parked in spots 1-17, 29, 30 or the DV spot due to lack of wingtip clearance. **Note**: For the purposes of wingtip clearance, taxiway Alpha is designated

a taxilane for the parking spots mentioned in this paragraph; for clarity, it is referred to as a taxiway throughout this instruction.

1.3. Runway Selection Procedures. Runway 22 is designated as the calm wind runway. The runway most nearly aligned with the prevailing wind will be used when the wind is five knots or greater.

1.4. Control of Ground Traffic on the Airfield.

1.4.1. Controlled Movement Area (CMA) (See **Attachment 2**, **Figure A2.1**.). The CMA includes the runway; taxiways from the runway to the VFR/IFR hold lines; the grass infield within 100 feet of the edges of the runway; the area between the runway and the I-81 running track at the north end; and the area between the runway and 100 feet south of the localizer antenna at the south end. Approval is required from Air Traffic Control (ATC) prior to entry into the CMA. Vehicles and personnel on foot must have two-way radio communications with ATC to gain access to the CMA. All agencies utilizing the runway and grounds maintenance operations on the airfield when the control tower/ATC is closed/unmanned must contact Command Post (CP) when entering and exiting the CMA via landline 377-4330.

1.4.2. Uncontrolled Movement Area (UMA) (See **Attachment 2**, **Figure A2.1**.). The UMA includes taxiway Alpha and taxiways Bravo, Charlie, Delta, Echo, and Foxtrot between VFR/IFR hold lines and dashed yellow lines at Alpha and the Backline. All vehicles operating in this area are required to have a two-way radio and the ability to always have direct communication with ATC. When the control tower/ATC is closed/unmanned, personnel and vehicles must contact CP when entering and exiting the UMA via landline 377-4330.

1.4.3. Taxiway Alpha does not provide sufficient room for vehicles to operate on the paved surface between aircraft with engines running and the jet blast deflectors/buildings on spots 1-15. Time permitting, ATC will provide an advisory to vehicles in the UMA regarding aircraft with engines running on spots 1 - 16, 24 - 25, 29 - 30. However, it is the vehicle operator's responsibility to access their destination on the airfield without driving behind an aircraft with running engines. When engines are running, drivers will remain 25 feet to the front or 200 feet to the rear of the aircraft.

1.5. Airfield Lighting Systems. Runway 04 is equipped with HIRLs, PAPIs, REILs and threshold lights. Runway 22 is equipped with modified ALSF-1 with SFLs, HIRLs and PAPIs. Operation of the airfield lighting system will be in accordance with Federal Aviation Administration Joint Order 7110.65, *Air Traffic Control*, unless otherwise requested by the pilot. During uncontrolled aircraft operations, aircrews can use the Pilot Controlled Lighting (PCL) to activate the airfield lights using Very High Frequency (VHF) 120.75.

1.5.1. The runway landing zone (LZ) has infrared (IR) lighting established in the airfield marking pattern 3 (AMP-3) configuration for both directions.

1.5.2. ATC activates the Ploesti Drive traffic devices to protect personnel, vehicular and air traffic during the following situations (ATC will notify BDOC upon activation of the Ploesti Drive traffic devices):

1.5.2.1. When aircraft utilize Runway 22 Keyhole for takeoff, the devices shall be activated before the aircraft enters the runway for back taxi to account for jet blast/prop wash affecting pedestrians on the I-81 track and vehicles on Ploesti Drive. Additionally,

when aircraft are landing Runway 04, ATC will activate the traffic devices at pilot's request or when deemed necessary at ATC's discretion.

1.5.2.2. To protect the glideslope critical area for Runway 22 when the ceiling is below 800 feet and/or the visibility is less than two miles when aircraft are on an ILS approach to Runway 22.

1.5.2.3. When an aircraft is inbound with an in-flight emergency (IFE), 10 miles to fly.

1.5.2.4. When the Drop Zones are utilized.

1.5.3. During published airfield hours, airfield lighting personnel will be available with a 15-minute response time for outages.

1.5.4. Airfield Lighting will ensure qualified personnel are on standby after duty hours and weekends to address and fix any critical airfield lighting outages. Response time will be within one (1) hour after notification and workers will advise Airfield Management (81 OSF/OSAA) upon arrival at and departure from the airfield.

1.5.5. Airfield Lighting will notify Airfield Management of the status of airfield lighting fixtures.

1.6. Permanently Closed/Unusable Portions of the Airfield. The only closed portion on Keesler's airfield is on ramp 3 where the 36 Aeromedical Evacuation Squadron (AES) building is located.

1.7. Aircraft Arresting Systems. There are no aircraft arresting systems at Keesler AFB.

1.8. Parking Plan/Restrictions. 403 WG aircraft normally occupy the parking ramps and hangar space as listed below and may use them at their discretion, but the 81 TRW retains final authority in the usage of all airfield parking areas and real property buildings.

1.8.1. Ramp 1 consists of parking spots 1-16, the distinguished visitor (DV) spot and spot 30. Total area is 641,916 square feet, surfaced with Portland concrete.

1.8.2. Ramp 2 consists of parking spots 17-23. Total area is 466,205 square feet, surfaced with Portland concrete.

1.8.3. The Backline consists of parking spots 28 and 29 and the area southwest of the ISO hangar.

1.8.4. Ramp 3 consists of parking spots 33-41 and is normally designated as the transient aircraft ramp. Spot 41 is tow on/off only due to the proximity of Phantom Street. Total area is 250,267 square feet, surfaced with Portland concrete. 403 WG must request with Base Operations before parking aircraft on ramp 3.

1.8.5. Parking spots 15, 16, the DV spot, and spot 30 are normally used by transient aircraft. Spot 30 is designated for aircraft with wingspan of 133' and smaller and is also restricted to aircraft with gross weight of no more than 235,000 pounds.

1.8.6. Engine Running Offloads (EROs) and Engine Running Crew Changes (ERCCs) are restricted to parking spots 15, 16, and 30 to ensure proper wingtip clearance and safety for maintenance ground crews. Taxiway Alpha can be used for EROs/ERCCs after coordinating with ATC.

1.8.7. Maximum on Ground (MOG) Considerations.

1.8.8. The parking MOG for C-130 type aircraft is 24; 29 with tow operations.

1.8.9. The parking MOG for C-17 type aircraft is listed in **table 1.1** below.

Table 1.1. MOG Considerations.

C-130 Factor	C-17 MOG
C-130s on ramps one and two	2 C-17s (1 on taxiway Bravo, 1 on taxiway Foxtrot)
Ramp 1 available (no C-130s on ramp 1)	6 C-17s (4 on ramp 1, 1 on taxiway Bravo, 1 on taxiway Foxtrot)
Ramp 2 available (no C-130s on ramp 2)	4 C-17s (2 on ramp 2, 1 on taxiway Bravo, 1 on taxiway Foxtrot)
No C-130s on station	8 C-17s (4 on ramp 1, 2 on ramp 2, 1 on taxiway Bravo, 1 on taxiway Foxtrot)

1.9. Air Traffic Control (ATC) Facilities, Operating Hours and Designated Airspace.

1.9.1. Keesler ATC is open from 0800L to 2300L Monday through Friday. On unit training assembly (UTA) weekends, ATC is open from 1100L to 1700L on Saturday and from 1030L to 2300L on Sunday.

1.9.2. Opening of the airfield for missions outside published hours will be coordinated through 81 TRW CP and approved by the OSF/CC or Chief, Airfield Operations. If a departure or arrival time is changed by 30 minutes or more, further coordination through the CP is required.

1.10. Local Frequencies (channelization not used). See **table 1.2** for local frequencies.

Table 1.2. Keesler AFB ATC Frequencies.

	VHF	UHF
Tower	120.75	269.075
Ground	121.8	275.8
ATIS	N/A	281.55
Metro (weather)	N/A	267.4
Pilot to Dispatch (PTD)	N/A	372.2

Table 1.3. Keesler AFB NAVAIDS.

Facility	Identification	Frequency/Channel
TACAN	BIX	1016 / Channel 55
ILS Localizer	I-BIX	109.7
ILS Glideslope	I-BIX	333.2

1.11. RAWS maintenance with PMI schedule.

1.11.1. Keesler AFB operates a tactical air navigation (TACAN) system and an ILS (localizer and glideslope) and both are located on the airfield (See **Attachment 2**, **Figure A2.1**.). The TACAN checkpoint is located on spot 25 at taxiway Foxtrot.

1.11.2. The no-NOTAM (Notice to Airmen) maintenance period for the TACAN is 1100-1400Z (one hour earlier during daylight savings time) on Fridays. The no-NOTAM maintenance period for the ILS is 1100-1400Z (one hour earlier during daylight savings time) Mondays. Both no-NOTAM periods are also published in the IFR Supplement.

1.11.3. Duty Hours and Outage Procedures

1.11.3.1. RAWS will provide 24/7 outage response capabilities. The standard duty day for RAWS personnel is 0600-1500L Monday - Friday with a 30-minute response time within these duty times. Outside normal duty times, RAWS will provide one qualified technician for standby response. The standby technician will have a one-hour response time.

1.11.3.2. For outages outside normal duty times call the RAWS standby number (228) 239-7358.

1.11.4. If NAVAIDS require downtime outside of these PMI times RAWS must complete the ATCALS Downtime Request Form (See Attachment 7).

1.12. Transient Alert (TA). TA services are available Monday through Friday 0800L to 1700L, unavailable on weekends, holidays and AETC family days, unless otherwise coordinated.

1.13. Automatic Terminal Information Service (ATIS) Procedures. Keesler's ATIS provides aircrews with current weather, Bird Watch Condition (BWC), field advisories, NOTAMs, and runway surface condition; and is operational during airfield operating hours. Aircrews may also obtain the ATIS information by calling 228-377-ATIS. If aircrews have any issues/concerns regarding ATIS, contact ATC at 228-377-3820.

1.14. Aircraft Special Operations Areas/Ramps.

1.14.1. Arm/de-arm area. Keesler does not have a designated arm/de-arm area; however, if an aircraft requires this capability, ATC will direct them to park on taxiway Foxtrot (see **paragraph 1.14.5** and **Attachment 2**, **Figure A2.1**.).

1.14.2. Engine run-up areas are listed in **paragraph 1.22**.

1.14.3. Drag Chute Jettison Areas. Keesler does not have established drag chute jettison areas.

1.14.4. Hot pit refueling/defueling area is located on spot 24 on taxiway Bravo. This area may only be utilized during contingency or approved training operations.

1.14.5. Hazardous cargo/Hung Flare parking is located on spot 25 on taxiway Foxtrot. Spots 1-11, and 17-23 are approved for loading/unloading flares.

1.14.6. UAS Designated Start Area. Keesler AFB does not have a designated UAS start area.

1.15. Aircraft Towing Procedures. For safety and anti-theft/hijack procedures, maintenance members involved with aircraft tows must establish and maintain radio contact with ATC before the tow begins. Aircraft tows are authorized only when the aircraft tow has been pre-coordinated with ATC (when the airfield is open) or CP (when the airfield is closed).

1.15.1. Personnel conducting aircraft tows shall:

1.15.1.1. Before required movement of an aircraft, 403d Maintenance Operations Center (MOC) personnel will notify ATC via the direct dial line of the requirement to tow an aircraft. Information required for the tow includes aircraft tail number, spot towing from and spot towing to.

1.15.1.2. When the tow crew is ready to tow, the tow supervisor will contact ATC (ground control) to request tow approval. The recommended phraseology will be "TOWER, AIRCRAFT (tail number), REQUEST TOW APPROVAL FROM (location) TO (location)." **Note**: Crews will not use the word "clear" or "clearance" when requesting aircraft tows.

1.15.1.3. When the tow is complete, the tow supervisor will notify ATC of tow termination.

1.15.2. Final authority to postpone or discontinue towing operations rests with ATC based on aircraft ground movements, coordination, anti-hijack procedures or safety.

1.15.3. During times when the control tower/ATC is closed/unmanned, the 403 MOC will notify CP of all aircraft tows with start and termination time.

1.16. Aircraft Taxiing Requirements/Routes.

1.16.1. When aircraft are ready to taxi, aircrew will obtain the most current ATIS status and call ATC for permission to taxi.

1.16.2. Taxi to the active runway will be by the most operationally advantageous route unless otherwise directed by ATC. Taxiway Alpha to either Bravo or Foxtrot will be the primary taxi route to either end of the runway.

1.16.3. Aircraft with wingspans of 133 feet and greater will not taxi on taxiway Alpha behind C-130s parked on spots 1 – 17, the DV spot, 29 or 30. Aircraft with wingspans of less than 133' may taxi behind these spots unless there is an aircraft with a wingspan of more than 133' parked on 29 or 30.

1.16.4. Aircraft with wingspans less than 110 feet may taxi in and out of the Backline providing there are no wingtip clearance issues with other parked aircraft (i.e., aircraft parked on spot 29). Aircraft with wingspans 110 feet or greater require a wing walker on the Backline.

1.17. Airfield Maintenance.

1.17.1. Airfield sweeping schedule. Monday through Friday 0700L to 1100L; weekends on call. Sweeper is not normally scheduled on federal holidays.

1.17.1.1. When the sweeper is required on the airfield during Base Operations Support (BOS) duty hours, response time will be no more than 20 minutes.

1.17.1.2. When the sweeper is required on the airfield after-hours, response time will be no more than 1 hour.

1.17.1.3. The sweeper vehicle will not be equipped with a metal-bristled brush in order to prevent possible foreign object damage (FOD) from the bristles.

1.17.2. Grass mowing will be conducted weekly between 0730 and 1600. Mower operators will check in with Airfield Management before beginning mowing operations on the airfield and will notify Airfield Management when they depart the airfield. Grass height will be kept between 7 and 14 inches.

1.17.2.1. In the ILS critical areas, the grass will be allowed to be no higher than 12 inches 2,000 feet in front of the localizer and 800 feet in front of the glideslope (see 81 TRW Plan 212, Bird Aircraft Strike Hazard (BASH) and T.O. 31Z3-822-2, RAWS Site Requirements).

1.17.2.2. Mowers will notify ATC when mowing in the ILS critical areas due to possible interference with the operation of the ILS.

1.17.3. Rubber removal and airfield painting will be conducted on a recurring schedule (see **table 1.4**.).

Table 1.4. Rubber Removal and Airfield Painting Schedule.

Airfield Maintenance Activity	Schedule
Rubber Removal	As needed (Once every two years)
Painting: Runway	Once every two years
Painting: Taxiways	Once every two years
Painting: Parking Aprons Ramp 1, 2, 3, Backline	Once every three years
Painting: FOD checkpoint/stop signs, Vehicle driving lanes, Restricted area markings	Once every two years

1.17.4. Airfield lighting. Airfield Management will conduct daily airfield lighting checks of all airfield lights, to include the approach lights in the Back Bay. 81 CES Exterior Electric (81 CES/CEOE; Airfield Lighting) will, at minimum, conduct a weekly airfield lighting inspection and visually inspect the approach lighting system monitor located at the north end of the runway.

1.17.5. Minor pavement repairs will be conducted by the horizontal maintenance shop (81 CES/CEOHH).

1.18. Runway Surface Condition (RSC) Determination.

1.18.1. Airfield Management will determine and report RSC and will be identified as either “wet” or “dry”. RSC will be reported to within 1/10 of an inch.

1.18.2. Airfield Management will disseminate RSC information to ATC, Weather, CP, 815 AS and 53 WRS. ATC will disseminate RSC information to Gulfport Approach and annotate RSC on the ATIS.

1.18.3. Runway condition readings (RCR) are not available at Keesler AFB.

1.19. Procedures/Requirements for Conducting Runway Inspections/Checks.

1.19.1. An airfield inspection will be conducted by Airfield Management IAW AFMAN 13-204V2, *Airfield Management*, at least once per day to examine the primary takeoff, landing, taxi and parking surfaces for flying operations.

1.19.2. Airfield checks will be conducted by Airfield Management as needed and during certain conditions such as inflight/ground emergency, wide body/heavy aircraft takeoff/landing, etc.

1.20. Procedures for Opening and Closing the Runway.

1.20.1. Airfield Management is the only agency that can open or close the runway or taxiways.

1.20.2. Airfield Management will close the runway and/or taxiways as operationally required and notify ATC, Weather, CP and Security Forces (SFS). Routine airfield closures include but are not limited to AETC family days, hurricanes and other severe weather events.

1.20.3. Airfield Management will conduct a thorough inspection of the closed surface(s) and open the runway and/or taxiways only when it is clear of all obstructions.

1.21. Procedures for Suspending and Resuming Runway Operations. Runway operations may be suspended at the discretion of Airfield Management and/or ATC. Airfield Management is the only agency who can resume runway operations after suspension.

1.21.1. Runway operations will be automatically suspended when a heavy aircraft (i.e., C-17) departs/lands or upon the arrival of an aircraft with an IFE.

1.21.2. ATC will suspend runway operations for observed bird remains on the runway or when a known or probable bird strike is reported by a pilot.

1.21.3. Operations will remain suspended until Airfield Management has inspected the runway and ensured that it is safe for operations.

1.22. Engine Test/Run-up Procedures. During airfield opening hours, MOC will contact ATC for engine run approval prior to the operation. During airfield closure periods, MOC will coordinate with CP, and Fire Department for engine runs. MOC will give the following information to obtain engine run approval: 1) aircraft tail number, 2) parking spot, 3) number of engines being run, and 4) approximate duration of engine run. ATC watch supervisors can (at their discretion) delay, reduce levels, or terminate engine runs based on operational requirements or safety concerns.

1.22.1. The primary locations for full power maintenance engine runs (1,500 horsepower) during airfield opening hours are spots 1-3, 24-25, 28-29. Full power maintenance engine runs during airfield closure periods are authorized on spots 1-3, 17-19, 24-25, 28-29.

1.22.2. Parking spots 1-16, 20-23, 24, 25, 28, 29, and 30 may be used for ground idle engine runs. Requests for engine runs at any reverse setting must be communicated in the original request for ATC to appropriately restrict vehicle movement on the vehicle driving lanes.

1.22.3. During the storm season (normally 1 June through 31 March) and during airfield opening hours only, engine run requests on spots 17, 18 and 19 (regardless of power settings) are only authorized with approval from the 81 OSF/CC or the Chief of Airfield Operations. MOC should request engine runs on spots 17, 18, and 19 at a minimum to prevent excessive

noise for ATC operations. Reasons and time duration for the requests should be stated, (i.e. other engine run spots are not available, or the available engine run spots are not conducive to the type of maintenance being accomplished, engine change at a remote spot, wind direction is not favorable, etc.). Upon request, 81 OSF will obtain approval through 81 TRW chain of command. Approval will be for one-time use (i.e., tail number 1234 needs a prop balance engine run). The approval is good until the engine run is accomplished, but for no more than 8 hours.

1.22.4. Personnel conducting engine runs shall:

1.22.4.1. Prior to engine start, establish and maintain two-way radio communication with Keesler Ground Control (UHF 275.8/VHF 121.8). Use of the Ramp Net is permissible only as a last resort if mechanical difficulties preclude the use of aircraft radios and after prior coordination with Airfield Management and ATC. Crews will not use the word "clear" or "clearance" when requesting aircraft engine runs. The recommended phraseology will be "TOWER, AIRCRAFT (tail number), REQUEST ENGINE RUN ON SPOT (location) FOR APPROXIMATELY (time duration)."

1.22.4.2. Monitor Ground Control frequencies continuously during engine runs.

1.22.4.3. Reduce power and/or shut down engines when directed by ATC.

1.22.4.4. Notify ATC when the engine run operation is complete.

1.22.5. Base assigned C-130 aircraft engine operation while the aircraft is parked at the wash rack. "Motoring" the engines entails that the aircraft's auxiliary power unit is started and the engine blades are allowed to gently turn without starting the engines. All "motoring" operations shall be coordinated by the MOC with ATC in the same manner as a maintenance engine run. Additionally, MOC may require a single engine run "Dry-Out" after an aircraft has utilized the wash rack. MOC will coordinate with ATC via two requests: (1) tow from the wash rack to spot ___ and (2) engine run "Dry-Out" on spot ___ with time duration.

1.22.6. To prevent damage to property or injury to personnel, and wind conditions permitting, position C-130 and larger aircraft for pre-takeoff engine run-up so prop/jet blast is deflected by blast fences. Do not position aircraft where prop/jet blast will cross the runway without prior approval from ATC.

1.22.7. Terminate all ground engine run operations immediately when lightning is within five nautical miles of the airfield. Do not resume operations until the warning is terminated.

1.22.8. ATC will consider any engine start or taxi that has not been pre-coordinated as a potential hijacking situation and implement Stop Alert procedures IAW 81 TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement*.

1.23. Noise Abatement. Pilots will avoid over-flying the USAF Medical Center (located on the Back Bay approximately 1 mile east of the runway) and the VA Hospital (located 1 mile west of the runway) also on the Back Bay. All complaints of aircraft noise or activity will be referred to 81 TRW/PA at 228-377-2783.

1.24. Protecting Precision Approach Critical Areas (See Attachment 2, Figure A2.1.). Instrument hold lines are established to protect the ILS critical area glideslope signal during inclement weather. When the reported ceiling is less than 800 feet and/or visibility is less than two (2) miles, all aircraft and vehicles must hold at the instrument hold line on Foxtrot for

Runway 22 when instructed by ATC. When weather dictates, ATC will broadcast on the ATIS, "INSTRUMENT HOLD PROCEDURES IN EFFECT." ATC will activate the Ploesti Drive traffic lights when aircraft on an ILS approach have five (5) miles to fly to protect the glideslope critical area and the Precision Obstacle Free Zone (POFZ).

1.24.1. ATC will not permit aircraft and vehicles past the instrument hold line area or in the localizer critical area when an aircraft has five (5) miles to fly on an ILS approach to Runway 22 whenever conditions are less than reported ceiling 800 feet and/or visibility less than 2 miles.

1.24.2. Glideslope Critical Area. The ILS glideslope critical area may not be protected due to vehicles near the marina.

1.25. Restricted/Classified Areas on the Airfield (See Attachment 2).

1.25.1. Restricted Areas on Ramp 1 are spots 1-14.

1.25.2. Ramp 2 are spots 17-23.

1.25.3. Backline are spots 28, 29.

1.25.4. Wash rack, adjacent to the control tower.

1.25.5. Fuel cell hangar, building 4278, adjacent to ramp 3.

1.25.6. **When there is a Protection Level 3 aircraft** parked in the spots listed in paragraph **1.25.1**-**1.25.5** personnel must have a restricted area badge (RAB) or be escorted by an individual with a RAB to enter restricted areas.

1.25.7. Protection Level 3 or higher aircraft parked in other than marked restricted areas will have a cordon established around the aircraft (coordinated with BDOC). Aircraft that are not capable of flying within 72 hours do not require a cordon. Personnel entering/exiting the restricted areas must use the designated Entry Control Points (ECP).

1.25.8. Keesler has no Classified Areas on the airfield.

1.26. Auxiliary Power for ATCALS Facilities.

1.26.1. Power production (81CES/CEOE) will put all NAVAIDs on generator power one hour per month after coordination with Radar, Airfield and Weather Systems (RAWS; 81 OSF/OSAM) and ATC. Maintenance personnel must get approval from ATC at 228-377-3820 before transferring power at the control tower or before transferring power at a NAVAID, and before transferring power at transmitter or receiver sites. Additionally, maintenance personnel must contact the weather shop at 228-377-3305 prior to transferring power at the glideslope due to power distribution from the glideslope to the FMQ-19 weather sensor group.

1.26.2. In the event of commercial power loss, the TACAN, localizer, and glideslope are connected to generators and uninterruptible power supply systems.

1.27. Drone Operations Commercial/Recreational (FAA Part 101/Part 107).

1.27.1. Drone Operations under the guidance of the FAA and approved by the installation program manager (81 OSF/OSA) are authorized within BIX Class Delta airspace. All FAA Certificate of Waiver or Authorization's (COAs) requests are sent via email to the Chief, Airfield Operations (81 OSF/OSA). If approved, then the **Part 91**/101/107 COAs are filed with

Airfield Management Operations and with the Tower Watch Supervisor. BIX local procedures (limitations) have been implemented within the operator's FAA's request forms.

1.27.2. Helpful links for more Drone guidance; **https://udds-faa.opendata.arcgis.com/**. **https://www.faa.gov/uas/commercial_operators/.org**

Chapter 2

FLYING AREAS.

2.1. Airspace. Keesler AFB has a Class D airspace 4.2 nautical mile (NM) in diameter centered on the airfield, up to and including 2,500 feet MSL.

2.1.1. Keesler's Class D airspace from 2,000 feet MSL and above and the airspace on and south of the Gulfport 115 radial within Keesler's airspace is delegated to Gulfport Approach.

2.1.2. When the control tower/ATC is closed/unmanned, the airspace reverts to Class E.

Chapter 3

VFR PROCEDURES.

3.1. VFR Weather Minimums. The ceiling must be at or above 1,000 feet above ground level (AGL) and visibility must be equal to or greater than three (3) miles. The weather minimums for all VFR patterns require a ceiling at least 500 feet above the requested altitude and three (3) miles visibility.

3.2. VFR Traffic Patterns (See Attachment 3, Figure A3.1).

3.2.1. Closed traffic pattern. The standard altitude is 500 feet MSL for rotary-wing and 1,000 feet MSL for fixed wing aircraft. Right turns are standard for Runway 22 and left turns for Runway 04. ATC may adjust the traffic pattern to accommodate different air traffic scenarios. **Note**: Safety of flight takes precedence over noise abatement procedures.

3.2.2. Overhead Pattern. The overhead pattern altitude is 1,500 feet MSL. To protect the overhead pattern while in use, ATC will restrict all departures at or below 1,000' MSL until crossing the departure end of the runway in order to maintain at least 500 feet of separation from overhead traffic patterns.

3.2.3. VFR Reporting/Holding Points. The VFR reporting points are the Ocean Springs Bridge to the East and the Popps Ferry Bridge to the West. Other common VFR points are listed in **table 3.1** below in relation to Keesler's Runway 04/22.

Table 3.1. VFR Reporting/Holding Points.

VFR Reporting Points	**Location**
City of Biloxi	4 NM ESE
Ocean Springs Bridge	4 NM E
Edgewater Mall	5 NM WSW
VFR Holding Points	**Location**
TIKI: Beau Rivage Casino	1.9 NM E
POPPS: Popps Ferry Bridge	2.7 NM SW

3.3. Special Procedures.

3.3.1. Helicopters. Helicopter traffic patterns will be coordinated with ATC. Requests to arrive/depart to/from surfaces other than the runway will be handled on an individual basis. At no point will helicopters be permitted to overfly other aircraft, vehicles, or personnel. Ground taxi is the preferred method for helicopter taxiing. Helicopters without wheels will be air taxied.

3.3.2. Paradrop Operations. The Steinhawk Drop Zone (DZ) Complex is divided into three different DZs: the Rectangular, BOFA 2, and the Circular (See **Attachment 2**.). Drop zones are not available on Wednesdays before 1630L due to high volume of vehicle traffic on Ploesti Drive.

3.3.2.1. The Steinhawk Rectangular DZ is used for personnel or standard airdrop training bundles (SATB). The drop altitude is between 400’ - 1,100’ AGL for SATBs and at or below 10,000’ for personnel unless coordinated with Houston Center. (See **Attachment 4**, **Figure 4.3**.)

3.3.2.2. The BOFA 2 DZ is used for personnel, Container Delivery System (CDS), Low Cost Low Altitude (LCLA), and Military Free-Fall (MFF). (See **Attachment 4 Figure A4.1**.)

3.3.2.3. The Steinhawk Circular DZ is used for MFF operations only. (See **Attachment 4**, **Figure A4.2**.)

3.3.2.4. The requestor will provide Airfield Management with the following information no later than 24 hours prior to the proposed operations: date of jump/drop, type aircraft, call sign, aircraft organization, operational block time, and altitude utilized for drop, number of passes/drops/jumpers, and USAF/FAA agencies contacted by user.

3.3.2.5. ATC will suspend all runway operations when notified by the aircraft, or the Drop Zone Control Officer (DZCO) that air drops are two minutes out.

3.3.2.6. ATC will activate the Ploesti Drive traffic lights to stop vehicular traffic and personnel from entering the drop zone and will ensure Ploesti Drive has been blocked by either (SF, Safety, DZCO or AM). Or when requested by aircraft, jump master, DZCO, or when the tower Watch Supervisor decides.

3.3.2.7. Engine runs or motoring of the propellers using an auxiliary power unit or ground power unit will not be allowed during Personnel parachute operations within the Rectangle Box drop period.

3.3.2.8. Airfield Management will resume runway operations after air drops once DZCO has confirmed all jumpers have landed and AM completes runway checks.

3.3.2.9. Airfield Management will resume runway operations during CDS and LCLA drops once bundles and parachutes are confirmed clear of the runway by the DZCO and runway checks are complete by AM personnel.

3.3.2.10. DZCO is responsible for ensuring confines of drop zone are clear prior to allowing aircraft to drop.

3.4. Reduced Same Runway Separation Procedures (RSRS). RSRS is not authorized at Keesler.

3.5. Intersection Departures. Intersection departures are authorized as indicated below. Distances depict usable runway lengths from the intersection to the end of the runway. Controllers will issue feet available to departing military aircraft (see **Attachment 2**)

3.5.1. When an aircraft in Wake Categories B through H utilizes the keyhole for departure, intersection wake turbulence separation of three (3) minutes will be applied IAW FAAO JO 7110.126B if the aircraft of a lower Wake Category departs from Taxiway Foxtrot/Bravo after an aircraft of a higher Wake Category.

Chapter 4

IFR PROCEDURES.

4.1. The Radar Traffic Pattern. Controlled by Gulfport Approach Control.

4.2. Availability for Surveillance and Precision Approach Radar (PAR) Approaches. Surveillance and PAR approaches are not available at Keesler.

4.3. Local Departure Procedures. Keesler does not have Standard Instrument Procedures. IFR departures will issue the following standard climb-out instructions: "FLY RUNWAY HEADING; MAINTAIN 2,000."

4.3.1. When the overhead pattern is in use, all aircraft will fly runway heading, maintain at or below 1,000 feet until departure end of runway, then climb to 2,000 feet to protect overhead pattern.

4.4. Radar Vectors. Vectors to initial are provided by Gulfport Approach Control.

Chapter 5

EMERGENCY PROCEDURES

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

5.1.1. PCAS Activation. ATC activates the PCAS for initial notification of emergencies, incidents, mishaps, and/or exercises pertaining to aircraft in the airfield environment. Additionally, any pertinent follow-up information received by ATC will be relayed via the PCAS. ATC will not delay activation of the PCAS if certain information is unavailable (**para 5.1.1.3**.).

5.1.1.1. The following agencies are included on the PCAS: ATC, Airfield Management, Fire Department, Emergency Room and Flight Surgeon.

5.1.1.2. The PCAS will be activated for the following situations (not all inclusive):

5.1.1.2.1. In-flight or ground emergencies.

5.1.1.2.2. Unauthorized movement of aircraft.

5.1.1.2.3. Arrivals without a flight plan (unauthorized landings).

5.1.1.2.4. Bomb threat.

5.1.1.2.5. In support of base exercises (must be pre-coordinated to deconflict with real world operations).

5.1.1.2.6. Any other situation deemed necessary by ATC.

5.1.1.3. When ATC activates the PCAS, the following information will be provided (as known).

5.1.1.3.1. Type of incident (crash, in-flight/ground emergency, exercise, etc.).

5.1.1.3.2. Aircraft call sign (or tail number) and type.

5.1.1.3.3. Location, if known.

5.1.1.3.4. Estimated time of arrival (as applicable).

5.1.1.3.5. Nature of emergency.

5.1.1.3.6. Personnel on board.

5.1.1.3.7. Hours of fuel on board.

5.1.1.3.8. Wind.

5.1.1.3.9. Armament (as applicable).

5.1.1.3.10. Hazardous cargo (as applicable).

5.1.1.3.11. Any other pertinent information as time permits.

5.1.1.4. ATC will normally conduct a daily PCAS check within the first 15 minutes of opening the facility or between 0800-0815L (whichever occurs first) to ensure the system is fully operational. Daily checks will not occur if the control tower/airfield is closed.

During the check, each individual responding for an agency will respond with clarity, their initials, and remain on the line until released by ATC.

5.1.2. SCN Activation. Airfield Management activates the SCN following each PCAS activation.

5.1.2.1. Airfield Management activates the SCN to relay the information received from the PCAS. Additionally, any pertinent follow-up information received by Airfield Management will be relayed via the SCN. Airfield Management will not delay activation of the SCN if certain information is unavailable.

5.1.2.2. The following agencies are included on the SCN: Fire Department, Emergency Room, Emergency Management, Energy Management Control Systems (EMCS), CP, Weather, SFS, Public Affairs (PA), Safety, Flight Medicine, 403 MOC, 81 MSG/CC, 81 TRW/CD.

5.1.2.3. Airfield Management will conduct daily SCN check following the PCAS check to ensure the system is fully operational. Daily checks will not occur if the airfield is closed. During the check, everyone responding for an agency will respond with clarity, their initials, and remain on the line until released by Airfield Management.

5.1.2.4. SCN backup procedures. If the SCN is inoperable, CP is the backup for activating the SCN or alternate Keesler Alert Net (KAN). If neither system is available, Airfield Management will notify each agency via telephone. These procedures will be tested at least quarterly.

5.1.3. Persons declaring emergencies should provide the same information as in (**paragraph 5.1.1.3**.). Any additional information will be obtained, time permitting.

5.1.4. While on the PCAS/SCN, all agencies will hold their questions until the initial message has been relayed and a roll call of all agencies is complete. All parties will remain on the line until ATC or Airfield Management says, “SECURE THE NET.”

5.1.5. All agencies (except for ATC) on the PCAS/SCN will use push-to-talk handsets.

5.1.6. Problems or other issues with either the PCAS or SCN should be reported to the Communications Focal Point (CFP) at 228-376-8127.

5.2. Emergency Response Procedures. When a ground emergency or IFE is discovered by maintenance crews or aircrew, they will notify ATC as soon as possible. ATC will activate the PCAS and relay all known information about the incident. Airfield Management will then activate the SCN and relay all known information about the incident (see **para 3.1.1.3** for required information).

5.2.1. ATC must have the emergency information in order to activate the PCAS and first responders.

5.2.2. If emergency information is passed to an organization other than ATC, that organization will notify ATC as soon as possible.

5.2.2. In the case of a ground emergency, the incident commander (IC) (normally the Fire Department Chief) will establish a cordon and manage the situation as required.

5.2.3. In the case of an IFE aircraft landing at Keesler AFB, runway operations will be suspended once the aircraft lands. Fire Department personnel will activate and monitor the Crash Net on the land mobile radios (LMR) to maintain contact with ATC. Emergency response personnel and vehicles may standby outside the CMA as deemed necessary by the IC while awaiting the arrival of the emergency aircraft. Vehicles and personnel will not enter the CMA without permission from ATC. **Note**: The IC may group all first responding vehicles into a single call sign when requesting permission to enter the CMA, i.e., Chief 2 + 5. If the IC has not included certain vehicles in their call sign, those vehicles must still request permission to enter the CMA.

5.2.3.1. Depending on the nature of the IFE, certain areas of the airfield may need to be closed for longer periods of time, to include the runway. If a closure is necessary that significantly affects flying operations, the IC will notify ATC who will notify Airfield Management to determine NOTAM actions and notification of base leadership.

5.2.3.2. If an aircraft crash or incident occurs off base, under the jurisdiction of Keesler's airspace, ATC will activate the PCAS, and relay all known information about the incident (see **para 3.1.1.3** for required information). The following procedures will be used to aid first responders in locating the incident location (not all inclusive).

5.2.3.3. ATC will utilize the crash grid map to pinpoint the crash site.

5.2.3.4. When available, requesting location information (either a prominent landmark or distance and bearing from a NAVAID) from other aircraft in the vicinity.

5.2.3.5. Requesting other aircraft in the vicinity to orbit the incident location until first responders arrive.

5.2.4. Termination of ground emergencies and IFEs will be at the discretion of the IC and will be accomplished as soon as practical. Once termination is declared, Airfield Management will conduct a check of the runway and/or other affected surfaces to ensure they are FOD free before resuming normal operations.

5.3. External Stores Jettison Area and Fuel Dumping. The designated fuel dump and external stores jettison area is between the 228 and 235 radial from 48 Distance Measuring Equipment (DME) to 68 DME off the Brookley VORTAC (located near Mobile, AL) from 3,000 feet MSL up to, but not including flight level 180.

5.4. Emergency Aircraft Arresting System. Keesler does not have an aircraft arresting system.

5.5. Hot Brake Area and Procedures. The designated area for hot brakes is the Northern-most portion of the run-up area at spot 25. Spot 24 is also utilized for hot brakes for aircraft landing Runway 22.

5.5.1. Aircraft with suspected hot brakes should, if able, exit at the end of the runway. The IC is responsible for all firefighting and brake cooling actions. WARNING: Brakes reach their highest temperature approximately 15 minutes (20-30 minutes for C-130 aircraft) after maximum braking.

5.6. Abandonment of Aircraft. The designated bailout area is at least three miles north of the Keesler TACAN heading 360. Flight crews may also abandon aircraft on heading 180, at least three miles south of Keesler TACAN over the water.

5.6.1. After receiving the location of the abandoned aircraft from the Fire Department or other designated agency, ATC and Airfield Management will plot and broadcast aircraft coordinates over the PCAS and SCN.

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

5.7.1. ELT maintenance/testing. IAW FAAJO 7110.65, ground testing of ELTs is authorized during the first five (5) minutes of each hour and is limited to three audio sweeps. Aircrews or maintenance personnel requiring a test of an ELT will coordinate with ATC prior to the test. ATC is the final approval authority for such tests. An individual accidentally activating an ELT will immediately report the incident to ATC.

5.7.2. If ATC receives an ELT signal that hasn't been pre-coordinated, they will contact Gulfport ATC to verify they are also receiving the signal. If still receiving the signal, ATC will immediately report all information to Airfield Management who will contact the 403 Aircrew Flight Equipment section to determine if the signal is emanating from their equipment.

5.7.3. ELT termination. When the source of the ELT is located and/or terminated, ATC will notify Airfield Management and Gulfport ATC.

5.8. Hung Ordnance Procedures. Keesler AFB does not normally support flying missions involving combat ordnance.

5.8.1. If an aircraft arrives at Keesler under emergency conditions or as otherwise approved by the 81 TRW/CD, the aircraft will be directed to taxiway Bravo or Foxtrot depending on the landing direction. Primary hung flare location is spot 25.

5.9. Wind Limitations on Control Tower. The wind limit for the control tower is 50 knots, sustained or gust.

5.10. Evacuation of Airfield Operations (AO) Facilities.

5.10.1. Evacuation of the Control Tower (building 4209). The watch supervisor/senior controller will direct the evacuation of the control tower when a natural or man-made problem, disaster or incident renders the building unsafe or unusable. Before evacuation, ATC will activate the PCAS to notify all appropriate agencies that they are evacuating. They will also notify Gulfport Tower/Approach to give them control of Keesler's airspace.

5.10.2. Evacuation of Airfield Management, RAWS, Weather (building 0233). Before evacuation, Airfield Management will activate the SCN to notify all appropriate agencies that they will be evacuating to their alternate facility.

5.11. Alternate Facility Procedures. ATC does not have a designated alternate facility however, in the event of evacuation personnel should relocate to base operations. Airfield Management's alternate facility is in building 0234. The Weather section's alternate facility is in building 4332 or building 4330, depending on the situation (see Keesler AFBI 15-101 *Weather Support*). RAWS alternate site is building 6653.

Chapter 6

FLIGHT PLANNING PROCEDURES

6.1. Flight Plan (FP) Filing Requirements. IAW AFMAN 13-204V3, all aircraft departing Air Force installations must have a flight plan on file with Airfield Management prior to takeoff, unless otherwise addressed in a LOA or approved support agreement.

6.1.1. Aircrews shall use DD Form 1801, *DoD Flight Plan*, or other authorized forms according to FLIP *General Planning*. Original flight plans will not be accepted over the telephone or radio.

6.1.1.1. In accordance with FLIP *General Planning*, Electronic Filing (e.g., ForeFlight, FAA Aeronautical Information System Replacement [AISR], etc.) is an acceptable method to file flight plans and, once printed, will suffice for the DD Form 1801.

6.1.2. Unless electronically filed, flight plans will be hand carried, faxed (DSN FAX 377-2488, commercial FAX (228) 377-2488) or emailed to any Airfield Management personnel on duty. **Note IAW DAFMAN 90-161:** Aircrews may drop off flight plans at the Airfield Management counter when the facility is closed but must complete the actions of **paragraph 6.2.1** once the facility opens.

6.1.3. Electronic Flight Plans (e-FP) must be received by Airfield Management over AISR or a copy emailed to any Airfield Management personnel on duty.

6.1.3.1. The Airfield Manager (AFM) may approve the use of other electronic flight plan applications/sites should others provide comparable and consistent results.

6.1.3.2. All flight plans will include an authorized signature in the approving authority block; digital signatures are acceptable. **Note:** Flight plans printed from AISR are considered signed. Incomplete flight plans will not be processed until all required information is provided.

6.2. Base-Assigned Flying Squadron Flight Planning Procedures.

6.2.1. When not filing in person, ensure a flight plan is on file with Airfield Management prior to departure by calling DSN 597-2120 or commercial 228-377-2120. An aircrew member must contact Airfield Management prior to departing to the aircraft to confirm receipt and answer any questions. Failure to confirm flight plan receipt may result in delays; flight plans will not be filed into the air traffic control system or relayed to ATC until this call is made and all information is validated.

6.2.1.1. Prior to taxiing, ATC will confirm aircraft have a flight plan on file with Airfield Management. ATC will not authorize aircraft movement until the status of the flight plan is determined. **Note:** When the tower is closed, the Pilot in Command may request engine start through Command Post or Airfield Management as applicable; however, aircraft are not allowed to operate (taxi, takeoff or land) when the tower is closed unless operating under approved Uncontrolled Operations.

6.2.2. File domestic flight plans at least 1 hour prior to estimated time of departure (ETD). International flight plans will be filed at least 2 hours prior to ETD. **Note:** ETD and estimated

time of arrival (ETA) must be within the airfield operating hours as published in the IFR Supplement, NOTAMS, or approved After-Hours request as described in **paragraph 7.30.1**.

6.2.3. File stereo flight plans listed in the Flight Planning Letter of Agreement between 81 OSF/OSAA and 403 WG/CC on DD Form 1801 with the route title listed in the route of flight section. Each flying squadron is responsible for maintaining the currency of stereo flight plans and providing updates to Airfield Management to ensure correct flight plan filing with the FAA system.

6.2.4. Notify Airfield Management of any changes to ETD or ETA. Flight plans are void two (2) hours after the original ETD if not updated.

6.2.5. Maintain crew orders, weight and balance, and passenger manifest, as applicable, for all flights IAW appropriate Air Force RDS.

6.3. Transient Aircraft Flight Planning Procedures.

6.3.1. Transient units operating from Keesler Air Force Base may file flight plans using the same procedure as the host unit by completing a letter of agreement signed by the senior individual responsible for the TDY unit and the AFM. Otherwise, transient aircrew will provide a physical copy of an authorized flight plan to Airfield Management for processing.

6.3.2. Aircraft operating on the second or subsequent legs of an IFR or VFR stopover flight plan must have their outbound leg on file at AMOPS.

6.3.2.1. VFR flight plans are not automatically closed upon landing. Pilots must ensure a VFR flight plan is closed to prevent unnecessary search and rescue operations.

6.4. Airfield Management Flight Plan Processing Procedures.

6.4.1. IAW AFMAN 13-204V2, Airfield Management has the overall responsibility for inputting, amending, canceling, and re-filing flight plans for all aircraft originating from Keesler AFB. Additionally, Airfield Management is responsible for flight following/tracking aircraft, initiating search and rescue actions, and performing aircraft security and anti-hijacking procedures IAW the Keesler's Integrated Defense Plan (IDP).

6.4.2. Airfield Management will accept FAX or electronic delivery of a flight plan when it can be determined that the flight plan was authorized.

6.4.2.1. When Airfield Management receives an electronic flight plan, once printed, the electronic flight plan will constitute the "original flight plan". Airfield Management will process this original electronic flight plan following established procedures to notify ATC, send departure message(s), implement flight following, etc. Airfield Management will print the electronic flight plan and file in the same manner as an original DD Form 1801.

6.4.3. Manually filed flight plans will be reviewed for accuracy and completeness and submitted to the appropriate ARTCC via AISR IAW FLIP *General Planning*, FLIP Area Planning 1/B, AFMAN 11-213, *Military Flight Plan and Flight Movement Data Communications*, and this instruction. Flight plans will be entered into the system as soon as possible after being received by Airfield Management.

6.4.3.1. If the flight plan is rejected by the ARTCC flight plan computer, contact the squadron operations desk and request corrections. Airfield Management may annotate

changes made by authorized personnel on the original flight plan. Annotate the name and rank of the aircrew member who authorized the changes on the flight plan.

6.4.4. Once an electronic flight plan is received and verified, or a manual flight plan successfully filed in AISR, or a departure message received for an inbound aircraft, update the electronic daily traffic log and forward the following information to the control tower for all proposed departures and scheduled arrivals:

6.4.4.1. Type of flight plan (IFR, VFR, or IFR-VFR).

6.4.4.2. Call sign.

6.4.4.3. Number and Type of aircraft.

6.4.4.4. Proposed departure and/or ETA.

6.4.4.5. Destination airport (departures only).

6.4.4.6. Estimated time enroute (local flight plans only).

6.4.4.7. Parking spot (transient aircraft only).

6.4.4.8. Special information or instructions relating to hazardous cargo, DV, and medical evacuation flights.

6.4.5. Monitor all proposed arrival times for inbound and local area flights and initiate overdue aircraft actions IAW AFI 13-202, *Overdue Aircraft*, when necessary.

6.4.6. Maintain a flight planning room IAW AFMAN 13-204V2 for transient aircrews and local aircrews when squadron facilities are not available.

6.4.7. Airfield Management will maintain original, hand delivered, electronic, or emailed flight plans IAW AF RDS, Table 13-07, Rule 3.00.

6.5. Flight Plan Change Procedures.

6.5.1. Flight plans can be amended by any means (e.g., radio, telephone, fax, email, etc.), provided an approved flight plan is on file at Airfield Management. Transient, stopover, and or divert aircraft can either re-file or request amendment to an existing flight plan provided an originally filed flight plan is able to be verified by Airfield Management (i.e., by contacting the original departure location via telephone or sending a flight movement message query via AISR). Airfield Management will add a full route clearance requirement when radio or telephone changes are requested which changes the filing data listed on the original copy of the flight plan.

6.5.1.1. Airfield Management cannot amend flight plans within 30 minutes of ETD or change/amend activated flight plans. Airborne aircraft can contact servicing flight service stations to request changes to activated flight plans.

6.5.1.2. Airfield Management will not modify/change flight plans for Flight Managed Missions without approval from the flight planning cell/flight managers. If changes are approved, annotate the name of the approval authority on the flight plan.

6.5.2. Flight plans for aircraft flying in the local area will be closed when the aircraft lands and returns to parking unless the pilot advises ground control to keep the flight plan open.

6.5.2.1. If aircraft flying in the local area return early due to maintenance, etc., and the flight plan is closed, it cannot be reactivated. If further flight operations are required, use the procedures listed **paragraph 6.2** to file, change, or amend an original flight plan on file with Airfield Management.

Chapter 7

MISCELLANEOUS PROCEDURES

7.1. Airfield Operations Board (AOB) Membership. The AOB provides a forum for discussing, updating, and tracking various activities associated with support of the flying mission. The AOB will convene quarterly.

7.1.1. The AOB at Keesler AFB is chaired by the 81 TRW/CD.

7.1.2. AOB membership will include the following organizations or a designated representative (usually a deputy or senior enlisted member). Personnel from other agencies not on this list with direct interest in airfield operations-related issues may also attend the AOB.

Table 7.1. AOB Membership.

81 OSF	81 MSG/CC	81 TRW/SE	81 TRW/CP
81 SFS/CC	81 CS/CC	81 CONS/CC	81 CES/CC
81 KBOS/CEC	81 CES/CEF	81 CES/CEN	403 OG/CC
403 OG/OGV	403 OSS/CC	815 AS/CC	53 WRS/CC
403 MXG/CC	403 WG/SE	FAA GPT	

7.1.3. The following items list AOB discussion items and the quarters in which they are discussed.

7.1.3.1. Every Quarter:

7.1.3.1.1. Airspace.

7.1.3.1.2. ATC/Flying Procedures.

7.1.3.1.3. Military, FAA, or Host Nation concerns.

7.1.3.1.4. Airfield Operations Flight Staffing.

7.1.3.1.5. RAWS.

7.1.3.1.6. Airfield Environment.

7.1.3.1.7. Hazardous Air Traffic Reports (HATRs).

7.1.3.1.8. Runway Intrusions/Controlled Movement Area Violations (CMAVs).

7.1.3.1.9. Status of Airfield Driving Training Program.

7.1.3.2. January – March: local operating procedures (LOP) review, aircraft parking plan (as required), special interest items (SIIs) (as required)

7.1.3.3. April – June: annual airfield certification/safety inspection (ACSI) and quarterly joint inspection (as required), TERPS.

7.1.3.4. July – September: air installation compatible use zone (AICUZ) (optional), results of annual self-inspection.

7.1.3.5. October – December: status of existing airfield waivers with emphasis on temporary waivers and associated correction plans.

7.2. NOTAM Procedures. Airfield Management is the NOTAM issuing facility and ATC is the NOTAM monitoring facility. NOTAMS for Keesler can be obtained by calling 1-800-WX-BRIEF or by accessing **https://www.daip.jcs.mil/daip/mobile/index** and using KBIX as the location identifier.

7.3. Flight Information Publication (FLIP) Accounts, Procedures for Requesting Changes. Airfield Management maintains and updates FLIP information. Requests for non-procedural FLIP changes should be made with the Airfield Manager (AFM) and with TERPS for procedural changes.

7.4. Prior Permission Required (PPR) Procedures. A valid PPR is required for all transient aircraft landing at Keesler AFB. Aircrews should contact Airfield Management at DSN 597-2120 or commercial (228) 377-2120 for PPRs. Airfield Management will maintain a PPR log that identifies all inbound transient aircraft and update and disseminate the electronic Transient Aircraft Log daily (or as needed).

7.4.1. If an aircraft operator requests to arrive or depart before or after the Transient Alert duty hours of weekdays 0800L-1700L or on the weekend, AMOPS will coordinate approval for the excess hours with the Chief of Airfield Operations (TA COR) prior to issuing the PPR.

7.4.2. Transient Alert, in coordination with Airfield Management personnel determine the best suitable spot for parking transient aircraft based upon available space, mission requirements, and aircraft Protection Level (PL).

7.4.3. Airfield Management will contact 81st Security Forces Squadron (81 SFS) if transient aircraft are to remain overnight and provide the following information:

7.4.3.1. Number and type of aircraft.

7.4.3.2. Parking spot.

7.4.3.3. Any security needs (ropes/ECP, if parked outside of a restricted area).

7.4.3.4. Copy of crew orders or Entry Authorization List (EAL).

7.5. Aero Medical Evacuation Notification and Response Procedures. When the airfield is open, ATC will direct aero medical evacuation helicopters and fixed wing aircraft where to park.

7.5.1. Fixed wing aero medical evacuation aircraft are not permitted to land when Keesler AFB is closed. Aero medical evacuation helicopters are permitted to land at Keesler AFB when the airfield is closed (uncontrolled). **Figure 7.1** depicts the primary and secondary landing locations for aero medical evacuation helicopters. Upon notification of an inbound aero medical evacuation helicopter inbound when the airfield is closed, Fire Department vehicles will dispatch aircraft rescue and firefighting (ARFF) crews for safety of the landing/departing aircraft.

Figure 7.1. Primary & Secondary Landing Locations.

7.5.2. Keesler AFB hospital personnel will obtain the following information prior to arrival: 1) helicopter tail number, 2) nature of the emergency, 3) estimated time of arrival.

7.5.3. Hospital personnel will relay this information to CP who will notify the appropriate organizations and disseminate the arrival information.

7.5.4. The aero medical evacuation company will comply with all civil aircraft operations as outlined in AFI 10-1001, *Civil Aircraft Landing Permits*.

7.5.5. Hospital personnel operating on the airfield will comply with all RAB and airfield driving requirements.

7.5.6. If at any time while the helicopter is at Keesler AFB and there are maintenance issues, hospital personnel will notify CP who will contact OSF on-call personnel for further actions.

7.6. Unscheduled/Unauthorized Aircraft Arrivals. All aircraft inbound to Keesler AFB must be on a flight plan which contains Keesler AFB as its destination. All transient aircraft must have a Prior Permissions Request from base operations prior to landing.

7.6.1. Upon notification of an unscheduled or unauthorized arrival, ATC will relay all known information to Airfield Management to determine if there is a flight plan on file and why they are attempting to land at Keesler AFB.

7.6.2. If the flight plan with Keesler as a destination cannot be verified, and the aircraft lands, ATC will direct the aircraft to either shutdown on the runway or park on taxiway Bravo or Foxtrot depending on the landing direction, activate the PCAS and initiate stop alert procedures.

7.6.3. If the unscheduled/unauthorized aircraft has an IFE, the notification on the PCAS will include the IFE information and that it is unauthorized.

7.7. Distinguished Visitor (DV) Notification Procedures. Airfield Management will coordinate DV arrivals and departures IAW the local DV checklists. ATC will relay DV inbound information to Airfield Management when the aircraft is 15 miles out, or as soon as practical and as workload permits.

7.8. Dangerous/Hazardous Cargo.

7.8.1. Spot 25 is designated as the dangerous/hazardous cargo parking location. When spot 25 is occupied by an aircraft (or Safe Haven vehicle) with dangerous/hazardous cargo, taxiway Foxtrot and taxiway Alpha from Foxtrot to Echo will be closed to all taxiing aircraft and vehicles. Spot 25 is not to be used for day-to-day parking of explosive laden vehicles/aircraft.

7.8.2. When notified of an inbound aircraft with dangerous/hazardous cargo, Airfield Management will notify the Safety office for approval. Upon approval, Airfield Management will notify the Fire Department, SFS, Transient Alert, Hospital, Safety, MOC, CP, AFM, Assistant AFM, OSF/CC and Airfield Management COR of the approved mission and parking location.

7.9. Airfield Photography. Photography on the airfield is in accordance with IDP 31-101. Photography approval for transient aircraft will be coordinated through Airfield Management for consent and guidance of the pilot in command. News media photography will be approved, coordinated and escorted by the applicable Public Affairs office (81 TRW or 403 WG). Personnel taking photographs of the airfield environment must inform Airfield Management and 81 SFS (BDOC) the time and location of activities; BDOC will notify the security patrol for the affected area. 81 OSF/OSAA and 403 MXS/Quality Assurance personnel are authorized to take photographs of the airfield environment during the performance of official duties.

7.10. Night Vision Device (NVD) Operations. NVD operations are published in the IFR supplement from 2000-2300L (one hour earlier during daylight savings time), Tuesday - Thursday.

7.10.1. NVD operations are requested through Airfield Management and are activated by ATC via ATIS and NOTAM (if outside the published NVD times).

7.10.2. Keesler AFB has IR lighting in the AMP-3 configuration at both ends of the runway.

7.10.3. If the weather goes below VFR minimums, the airfield lighting will not be returned to normal configurations unless the Pilot In Charge (PIC) requests.

7.10.4. The maximum number of simultaneous NVD aircraft operating within the Class Delta surface area is two. ATC may reduce or discontinue NVD operations if deemed necessary by operational requirements or safety concerns. Nonparticipating aircraft will not be mixed with

participating NVD aircraft in any traffic pattern or on any CMA. Nonparticipating aircraft will not be allowed to enter the Class Delta unless the aircraft has declared an emergency.

7.10.5. Airfield lighting during NVD operations will vary depending on NVD operations requested by the aircrew. The airport beacon and all obstruction lights will remain on during NVD operations. Taxiway/runway lights, PAPIs, approach lights, and REILs will be turned off. Ramp security lighting will remain on during NVD operations. ATC will notify Airfield Management before turning off the airfield lights. ATC will also notify Gulfport Approach when aircraft are conducting NVD approaches.

7.10.6. Normal taxi routes and traffic patterns will be used for NVD operations. Aircraft may enter the pattern at normal entry points.

7.10.7. Emergency knock it off/termination of NVD operations may be initiated by ATC or the aircrew at any time. ATC will notify participating NVD aircrews at least one minute prior to turning on standard airfield lighting by issuing the phraseology "TERMINATE NVD OPERATIONS." **Note**: Controllers should plan far enough ahead to ensure aircrews are notified that the airfield lights will be turned on prior to the NVD aircraft turning base.

7.10.8. Standard airfield lighting will be turned on for nonparticipating aircraft prior to that aircraft reaching the Final Approach Fix (FAF) or the Class Delta surface area, whichever occurs first, and prior to a departing aircraft entering the runway/taxiway. Standard airfield lighting will remain on until that aircraft has exited the runway/taxiway and until a departing aircraft has left the Class Delta surface area.

7.11. Local Aircraft Priorities. The following local aircraft priorities supplement the priorities listed in FAA JO 7110.65.

7.11.1. Aircraft in distress/emergency aircraft.

7.11.2. Air ambulance flights (MEDEVAC, AIR EVAC, HOSP).

7.11.3. Presidential aircraft and associated entourage/rescue support aircraft.

7.11.4. Search and rescue (SAR) aircraft performing a SAR mission.

7.11.5. TEAL and NOAA mission aircraft (upon request for priority handling).

7.11.6. Flight check aircraft.

7.11.7. Aircraft with DV code 7 or higher.

7.11.8. Functional Check Flight aircraft.

7.11.9. Base assigned aircraft with a controlled departure time.

7.11.10. NVD Operations.

7.11.11. DZ Operations.

7.12. Lost Communication Instructions.

7.12.1. Aircraft in the VFR overhead traffic pattern will fly at 1,500 feet MSL to the active runway and rock wings while at initial. Aircraft will break at the approach end of the runway and ATC will issue appropriate light gun signals as the aircraft turns base leg to final.

7.12.2. During daylight hours, aircraft in the rectangular pattern will fly at 1,000 feet MSL to the active runway and rock wings. Aircraft may squawk 7600 based on pilot's discretion.

7.12.3. During nighttime hours, aircraft will flash navigation and landing lights. Aircraft may squawk 7600 based on pilot's discretion.

7.13. Standard Climb-Out Instructions. ATC will issue the following standard climb-out instructions: "FLY RUNWAY HEADING; MAINTAIN 2,000."

7.14. Opposite Direction Take-Offs and Landings. Opposite Direction Operations. ATC will apply opposite direction operations IAW the GPT TRACON and Keesler Tower letter of agreement.

7.15. Breakout/Go Around/Missed Approach Procedures.

7.15.1. Breakout/Go Around instructions will be issued by ATC.

7.15.2. Circling. Aircrews will request circling prior to initiating the approach.

7.15.3. Missed Approach. Aircrews will fly the published missed approach procedures as depicted in the FLIPs or as published in a NOTAM, unless otherwise directed by ATC.

7.16. Civilian Aircraft Operations. Civil aircraft are authorized approaches at Keesler AFB, provided there is no undue delay to military aircraft. Civil aircraft cannot make touch-and-go, stop-and-go, or full stop landings unless previously authorized by Airfield Management with a PPR.

7.17. Civil Use of Military ATCALS. Keesler AFB has no NAVAIDs in the National Airspace System for civil use.

7.18. Aero Club Operations. Keesler does not have an aero club.

7.19. Weather Dissemination and Coordination Procedures.

7.19.1. The primary method for disseminating weather to aircrews, ATC, Airfield Management and CP is the Joint Environmental Toolkit (JET). Airfield Management will activate the SCN when severe weather is forecasted for Keesler AFB (i.e., tornadoes, hurricanes, flooding and winds greater than 50 knots).

7.19.2. When lightning is detected within five NM of Keesler AFB, the Weather shop will issue the appropriate weather warnings. Normal airfield activities will cease, including fueling/de-fueling and loading/unloading operations. The warning will remain in effect until all lightning activity has moved outside five NM and the forecaster determines the immediate threat of lightning no longer exists. All personnel should seek shelter whenever there is lightning within five NM. Aircraft operations may continue at pilot's discretion (i.e., engine start, taxi, takeoff), but aircrew and passengers will not normally be allowed to exit the aircraft until the lightning warning is cancelled.

7.20. Airfield Snow Removal Operations. Keesler AFB does not conduct snow removal operations.

7.21. Bird/Wildlife Control. Local BASH procedures are outlined in 81 TRW PLAN 212, *BASH,* and in the AP-2.

7.21.1. The AFM will designate, maintain, and direct the bird dispersal/depredation team (BDDT) who are the primary members for bird dispersal and depredation.

7.21.2. 81 TRW/SE (Safety) has the option to assemble and lead an augmented bird depredation team (ABDT) to assist the BDDT.

7.21.3. Airfield Management will contact ATC and SFS prior to conducting dispersal or depredation actions in the CMA.

7.22. Bird Watch Conditions (BWC). Airfield Management is the BWC declaring authority and will raise or lower the BWC based on inputs from aircrew, observations from ATC, Airfield Management or Safety personnel. ATC will notify the aircrew(s) when the airfield is BWC Moderate or Severe. Each military service and MAJCOM will have different BWC operating requirements. The aircraft commander has the responsibility to adhere to their respective units operating procedures during BWC Moderate and Severe.

7.22.1. BWC Low: normal bird activity on and around the airfield representing low potential for strikes.

7.22.2. BWC Moderate: 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. Aircraft commanders will assess the risk of increased potential for bird strike and take appropriate precautions. During BWC Moderate, AM will maintain a constant presence on the airfield and will conduct hourly checks at a minimum to disperse birds.

7.22.3. BWC Severe: bird activity on or immediately above the active runway or other specific location representing high potential for strikes. Aircrews must thoroughly evaluate mission need before conducting operations in areas under BWC Severe. During Severe, AM will maintain an aggressive posture using all available tools to reduce bird activity. AM personnel will remain on the airfield until such times as it is clear that bird scare tactics do not reduce the BWC. At that time AM will monitor the bird activity and conduct checks until condition has gone down to Moderate or Low.

7.23. Supervisor of Flying (SOF) Operating in the Tower. Keesler ATC does not operate with a SOF in the control tower.

7.24. Tactical Arrival/Departure Procedures. These maneuvers are considered non-standard IAW FAA guidance and approval/disapproval of the maneuvers rests with ATC. These maneuvers will only be approved for base-assigned aircraft and may be flown from any cardinal direction in VFR conditions.

7.24.1. Tactical approaches are not authorized when arrivals on an instrument approach are within five NM from the airfield.

7.24.2. No more than two sequenced tactical approaches will be permitted at one time.

7.24.3. If directed to breakout, ATC will give breakout direction instructions.

7.24.4. For local pattern work, remain within the Class D airspace unless previously coordinated with ATC. Remain at or below 1,500 feel AGL unless coordinating for a random steep approach.

7.24.5. The flight crew will not delay the run-in after calling TIKI/POPPS inbound without notifying ATC.

7.24.6. The flight crew will obtain approval from ATC if breaking (commencing tear drop) prior to crossing over the runway on a TIKI/POPPS approach. The landing runway shall remain the same unless otherwise approved by ATC.

7.24.7. Random Steep/Shallow Approaches. Coordinate with Keesler ATC on the specific type of approach desired. **Note**: Allow time for ATC to coordinate the request with Gulfport Approach prior to approval. See Figure **A5.1**, **A5.2**.

7.24.7.1. Random Shallow Approaches. These maneuvers are conducted at low altitude (approximately 500 feet AGL) and can be initiated from any cardinal direction. Local random shallow approaches utilized at Keesler AFB are the TIKI and POPPS arrivals.

7.24.7.2. TIKI Arrival, runway 04/22 (random shallow abeam). Initiate the approach just west of the Beau Rivage Casino, no lower than 500 feet AGL. Aircrews may coordinate with ATC to break prior to crossing the runway for a downwind approach or after crossing the runway for an abeam approach for either the active runway or the opposite direction runway, traffic permitting.

7.24.7.3. POPPS Arrival, runway 04/22 (random shallow abeam). Initiate the approach from around the Popps Ferry Bridge and remain within the Class D airspace. Remain clear of Gulfport airspace and do not overfly the VA hospital on approach. Aircrews may coordinate with ATC to break prior to crossing the runway for a downwind approach or after crossing the runway for an abeam approach for either the active runway or the opposite direction runway, traffic permitting.

7.24.8. Random Steep Approaches. These maneuvers typically begin at 4,500 feet MSL but may begin at higher or lower altitudes and can be initiated from any cardinal direction.

7.24.9. Tactical departures are not authorized at Keesler AFB.

7.24.10. Overhead Recovery. Aircrews will report a three to five mile initial with ATC for this approach. Direction of the break will be as directed by ATC. The entry for the overhead is usually commenced from 1,500 feet MSL at 200 KIAS. Longer initials will place the arrival outside of Keesler's airspace and must be coordinated through Gulfport Approach.

7.24.11. Downwind Recovery (also called High-Speed Downwind Recovery). Aircrews will maneuver as approved by ATC for the downwind recovery. The entry for the downwind is usually commenced from 1,000 feet MSL AT 200 KIAS.

7.24.12. High-Speed Straight-In, Runway 04/22. The setup for this approach may place the aircraft in airspace outside the jurisdiction of Keesler's airspace and requires coordination between Keesler ATC and Gulfport Approach prior to approval. The run-in will establish the aircraft on a four to six NM final before initiating the slowdown.

7.25. UAS Operations Procedures.

7.25.1. Drone operations are restricted from flying over Keesler AFB Installation due to national security Temporary Flight Restrictions (TFR). Keesler AFB does not have a MAJCOM approved base plan for conducting safe drone operations by base assigned units. Installation Commanders are the approval authority for all other operations.

7.26. Contractors working on the Airfield. Civilian contractors (not in an Air Force organization) working on the airfield will be always escorted.

7.27. Non-standard Airfield Systems or Configurations. The ALSF-1 lighting system is non-standard in length due to the shipping channel in the Biloxi Back Bay.

7.28. Formation Flight Procedures. Typical formation recoveries are the overhead and downwind approaches; however, other random approaches may be coordinated. Avoid overflight of the VA hospital and Keesler AFB hospital. Do not delay any run-in without coordinating with ATC.

7.29. Procedures for Opening and Providing Airfield Services if Operating less than 24 hrs.

7.29.1. The OSF/CC or the Chief of Airfield Operations has been delegated approval authority from the 81 TRW/CD for airfield openings (Outside Published Hours) with prior coordination from 403 WG Current Operations (403 OSS/OSO) to 81 TRW Command Post (81 TRW/CP) via phone call, email or plan of the day (POD) notification.

7.29.2. A mission tasking in the Global Decision Support System (GSSS) or the Single Mobility System (SMS), or the filing of a flight plan does not constitute approval for airfield openings outside of published hours.

7.29.3. The airfield will NOTAM Open 1 hour prior to weather tasking times and 30 minutes prior to all Non-Weather taskings.

7.30. Taxiway Charlie Rinse Facility.

7.30.1. Due to the high-water pressure, the rinse facility is limited to C-130 and larger aircraft.

7.30.2. Due to the location of the rinse facility and the VFR hold short line, tails of aircraft may remain on the runway side of the hold short line while using the rinse facility. For this reason, aircrews will request use of the rinse facility from ATC.

7.30.3. When an aircraft is using the rinse facility, arriving aircraft will be limited to low approaches only until the aircraft using the rinse facility is beyond the hold short line.

7.30.4. The sensor to activate the rinse cycle is located on the runway side of the hold short line, and it requires at least 30 seconds of an aircraft being stationary over it to activate the rinse cycle.

7.31. Combat Onload/Offload Procedures. Combat onloads and offloads may be conducted during day or nighttime operations. Cargo shall not be left unattended anywhere on the airfield for an extended period (longer than five [5] minutes).

7.31.1. Combat Onload. There are no special requirements for onloads; these operations can be performed at any location/parking spot with no risk of damage to the pavement.

7.31.2. Combat Offload. Combat offloads provide a means of offloading pallets, platforms, or containers from aircraft without the use of material handling equipment. The two types of combat offloads utilized at Keesler AFB are Method A (cargo is dropped out of aircraft directly onto airfield surface) and Method B (cargo is transferred from aircraft to serviceable steel 55-gallon drums/ “barrels”). The aircrew shall request approval from ATC before conducting combat offloads. Upon approval, ATC will notify Airfield Management of the following information: type and location of combat offload, start time, expected duration, and completion of operation.

7.31.2.1. Method A combat offloads are conducted on the concrete portion of Taxiway Alpha near the Back Line (see **Figure 7.1**.).

7.31.2.2. Method B combat offloads are conducted on Ramp 1 adjacent to the aircraft wash rack, between Spot 30 and Spot 16.

Figure 7.2. Method A Combat Offload Location.

7.32. Airfield Quiet Hours/Ramp Freeze. To minimize noise during wing parades and other special events taking place on or near the airfield, the aerodrome may be designated as Official Business Only (OBO). Approval/disapproval authority for OBO airfield restrictions lasting less than 30 days rests with the 81 TRW/CD.

7.32.1. Responsibility for coordinating airfield quiet hours rest with the requesting unit hosting the event. The requesting unit must notify AMOPS (377-2120) no less than seven working days prior to the event. AMOPS will complete the request form (See **Attachment 6**) send via email to the email provided on the form. The Chief, Airfield Operation and/or 81 OSF/CC will route to the 81 TRW/CD for approval. If approved AMOPS will coordinate with the agencies listed on the form.

7.32.2. A ramp freeze entails that no vehicles, engine runs, APU operations will be permitted in the vicinity of the event. No aircraft will be allowed to taxi or land during the hours once approved. The 403 OG/CC can request mission exemptions based on mission priority to the 81 TRW/CD.

7.33. Uncontrolled Operations. Uncontrolled Operations will only be conducted by 403d Wing aircrew with base assigned aircraft.

7.33.1. Uncontrolled Operations at Keesler AFB are to be conducted only when the air traffic control tower facility or ATC personnel are not available to open the airfield or if otherwise

approved by the 81 TRW/CD. If any other essential service (Fire/Crash, AM, Medical, Weather, Security) becomes unavailable then no Uncontrolled Operations will be authorized.

7.33.2. AM personnel will establish local checklist covering procedures with base assigned agencies (CP, SFS, Fire, Medical).

7.33.3. Aircrews can utilize the Pilot Controlled Lighting (PCL) to activate the airfield lights on (VHF) 120.75.

7.34. Kite Flying/Remote Controlled Recreational Aircraft/Balloon Releases. These types of activities are prohibited on or near the airfield because they present a hazard to local flying. If noticed, ATC or AMOPS will notify SFS and provide them with the location.

BILLY E. POPE, Col, USAF
Commander, 81st Training Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

81 TRW Plan 212, *Bird Aircraft Strike Hazard (BASH)*

81 TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement*

81 TRW Plan 91-202, *Mishap Response Plan*

AFI 10-1001, *Civil Aircraft Landing Permits*, 22 August 2018

AFMAN 11-202V3, *Flight Operations, 9 January 2022*

AFMAN 11-213, *Military Flight Data Telecommunications System,* 26 April 2018

AFMAN 13-204V1, *Management of Airfield Operations*, 21 July 2020

AFMAN 32-1040, *Civil Engineer Airfield Infrastructure Systems,* 22 August 2019

AFMAN 11-230, *Instrument Procedures*, 24 July 2019

AFI 33-322, *Records Management and Information Governance Program*, 27 Jul 2021

DAFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards*, 24 March 2022

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

DAFI 13-213, *Airfield Driving*, 3 February 2020

DESR6055.09_AFMAN 91-201, *Explosives Safety Standards*, 27 May 2020

DoD Directive 6055.09, *Explosives Safety Management*, 18 November 2016

FAA JO 7110.65, *Air Traffic Control*, 5 May 2021

FAA JO 7400.11, *Airspace Designations and Reporting Points*, 14 September 2020

DAFI 13-213 *Keesler AFB Sup, Airfield Driving*, 8 June 2021

Keesler AFB Instruction 15-101, *Weather Support*, 8 April 2021

UFC 3-260-01, *Airfield and Heliport Planning and Design*, 5 May 2020

UFC 3-260-04, *Airfield and Heliport Marking*, 16 May 2018

UFC 3-535-01, *Visual Air Navigation Facilities, Change 4, 25 April 2023*

Prescribed Forms

None

Adopted Forms

DD Form 1801, *International Flight Plan, DoD*

DAF 847 – *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFM—Airfield Manager

AGL—Above Ground Level

AICUZ—Air Installation Compatible Use Zone

AMOPS—Airfield Management Operations

AOB—Airfield Operations Board

ARFF—Aircraft Rescue and Firefighting

ATC—Air Traffic Control

ATCALS—Air Traffic Control and Landing Systems

ATIS—Automatic Terminal Information Service

BASH—Bird/Wildlife Aircraft Strike Hazard

BDOC—Base Defense Operations Center

BOS—Base Operations & Support Contract

BWC—Bird Watch Condition

CE—Civil Engineering

CMA—Controlled Movement Area

CWS—Compressed Work Schedule

DOD—Department of Defense

DME—Distance Measuring Equipment

DSN—Defense Switched Network

DV—Distinguished Visitor

DZ—Drop Zone

ELT—Emergency Locator Transmitter

EMCS—Energy Management and Control System

ERCC—Engine Running Crew Change

ERO—Engine Running Offload

FAA—Federal Aviation Administration

JO—Joint Order

FAF—Final Approach Fix

FLIP—Flight Information Publication

FOD—Foreign Object Damage

HIRL—High Intensity Runway Light

IAW—In Accordance With

IC—Incident Commander

IFE—In-Flight Emergency

IFR—Instrument Flight Rules

ILS—Instrument Landing System

IR—Infrared

JET—Joint Environmental Toolkit

KIAS—Knots Indicated Air Speed

LZ—Landing Zone

MEDEVAC—Medical Evacuation

MOC—Maintenance Operations Center

MSL—Mean Sea Level

NAVAID—Navigational Aid

NM—Nautical Mile

NOTAM—Notice to Airmen

NVD—Night Vision Device

OPR—Office of Primary Responsibility

PAPI—Precision Approach Path Indicator

PAR—Precision Approach Radar

PCAS—Primary Crash Alarm System

POPPS—Popps Ferry Bridge

PPR—Prior Permission Required

PTD—Pilot to Dispatch

RAWS—Radar, Airfield & Weather Systems

RCR—Runway Condition Reading

REIL—Runway End Identifier Light

RSRS—Reduced Same Runway Separation

SCN—Secondary Crash Network

SFL—Sequenced Flashing Lights

SOF—Supervisor of Flying

TA—Transient Alert

TACAN—Tactical Air Navigation

TERPS—Terminal Instrument Procedures

TIKI—Beau Rivage

UAS—Unmanned Aircraft Systems

UFC—Unified Facilities Criteria

UHF—Ultra High Frequency

UTA—Unit Training Assembly

VFR—Visual Flight Rules

VHF—Very High Frequency

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

Office Symbols:

81 TRW/CC—Training Wing Commander

81 TRW/CD—Training Wing Deputy Commander

81 TRW/SE—Training Wing Safety

81 TRW/CP—Training Wing Command Post

81 MSG/CC—Mission Support Group Commander

81 SFS/CC—Security Forces Squadron Commander

81 SFS/BDOC—Base Defense Operations Center

81 CS/CC—Communication Squadron Commander

81 CONS/CC—Contracting Squadron Commander

81 CES/CC—Civil Engineering Squadron Commander

81 CES/CEF—Fire Department

81 CES/CEOE—Base Horizontal Shops

81 CES/CEOE—Base Power Production

81 OSF/CC—Operations Support Flight Commander

81 OSF/OSA—Airfield Operations

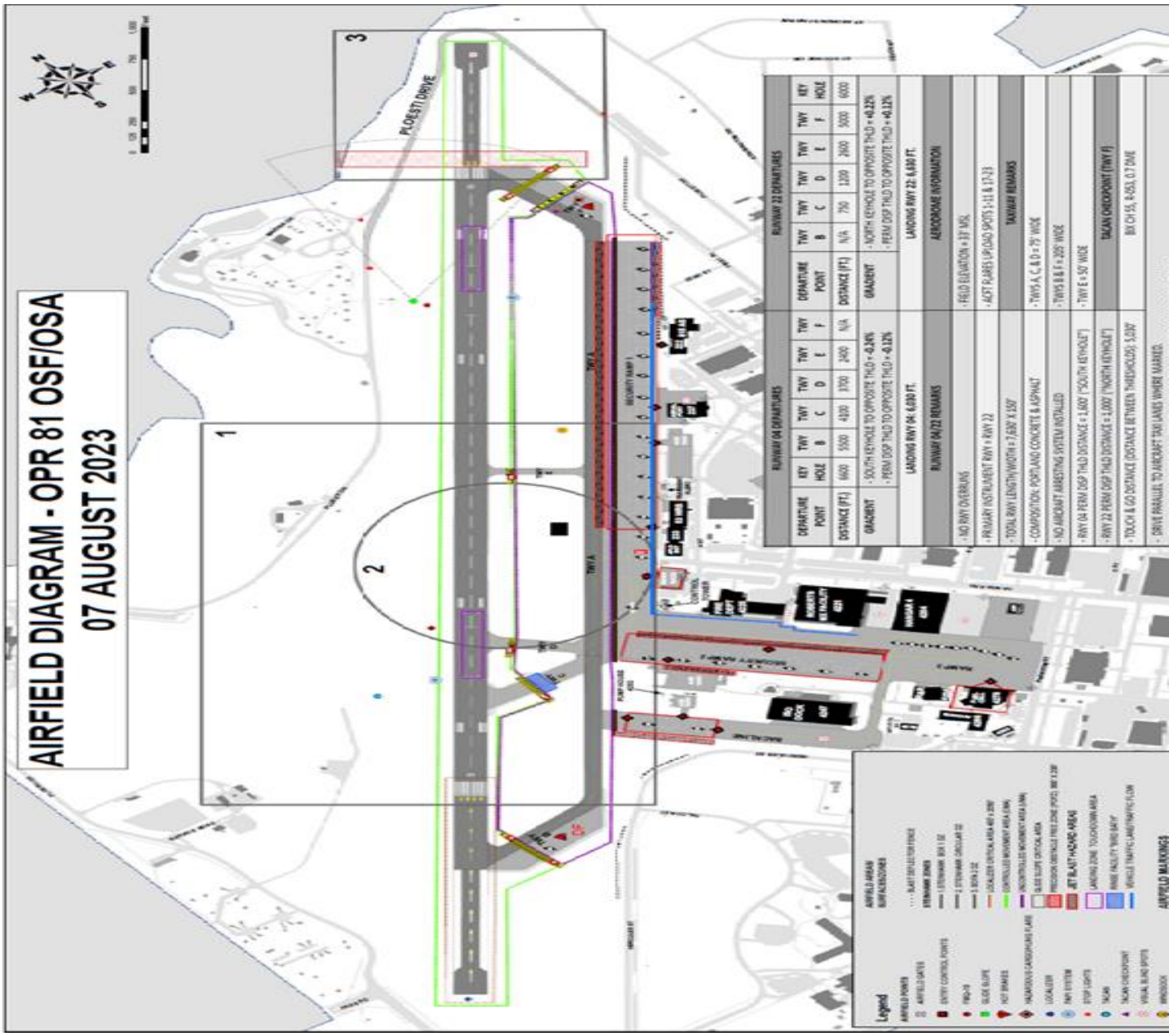
81 OSF/OSAA—Airfield Management

81 OSF/OSAT—Air Traffic Control Tower

81 OSF/OSAM—Radar, Airfield and Weather Systems

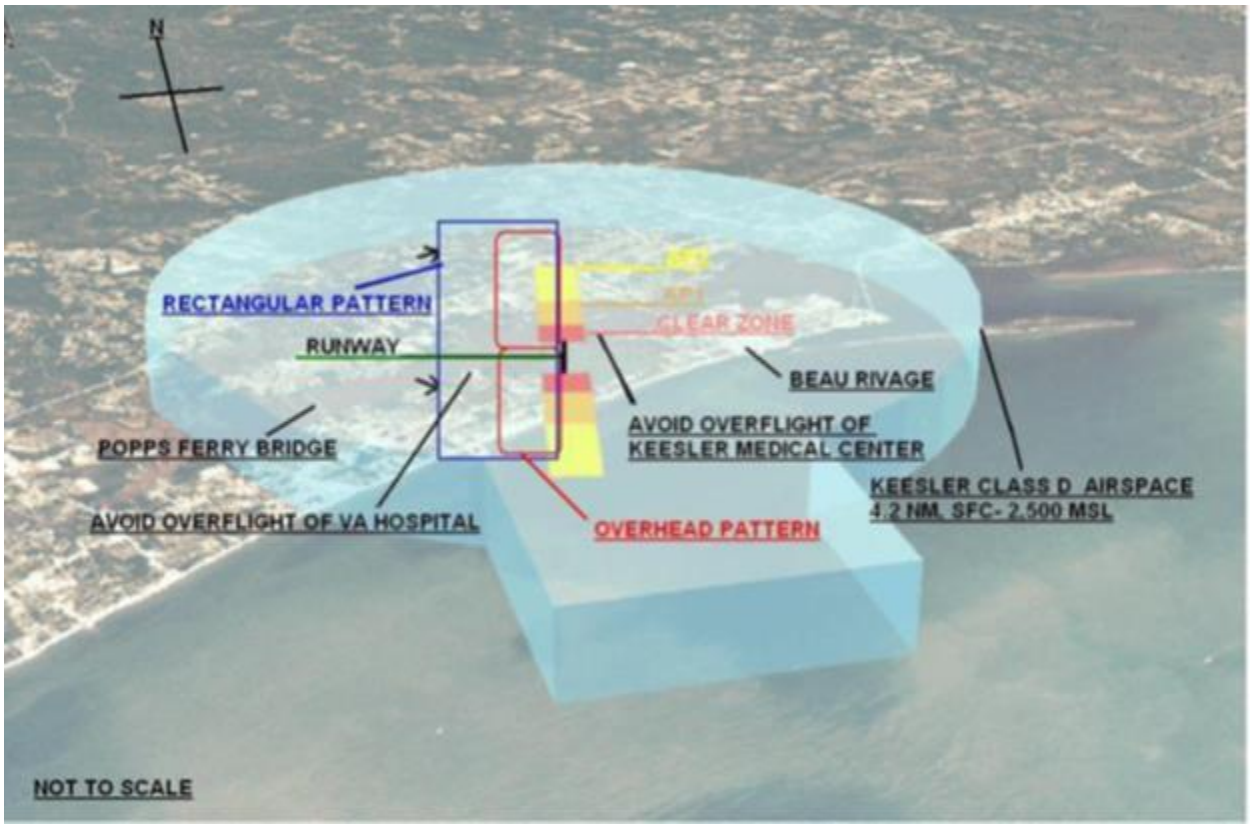
Attachment 2

FIGURE A2.1. AIRFIELD DIAGRAM.



Attachment 3

FIGURE A3.1. VFR TRAFFIC PATTERNS.



Attachment 4

PARADROP ZONES

Figure A4.1. BOFA 2 DZ.

Figure A4.2. Circular DZ.

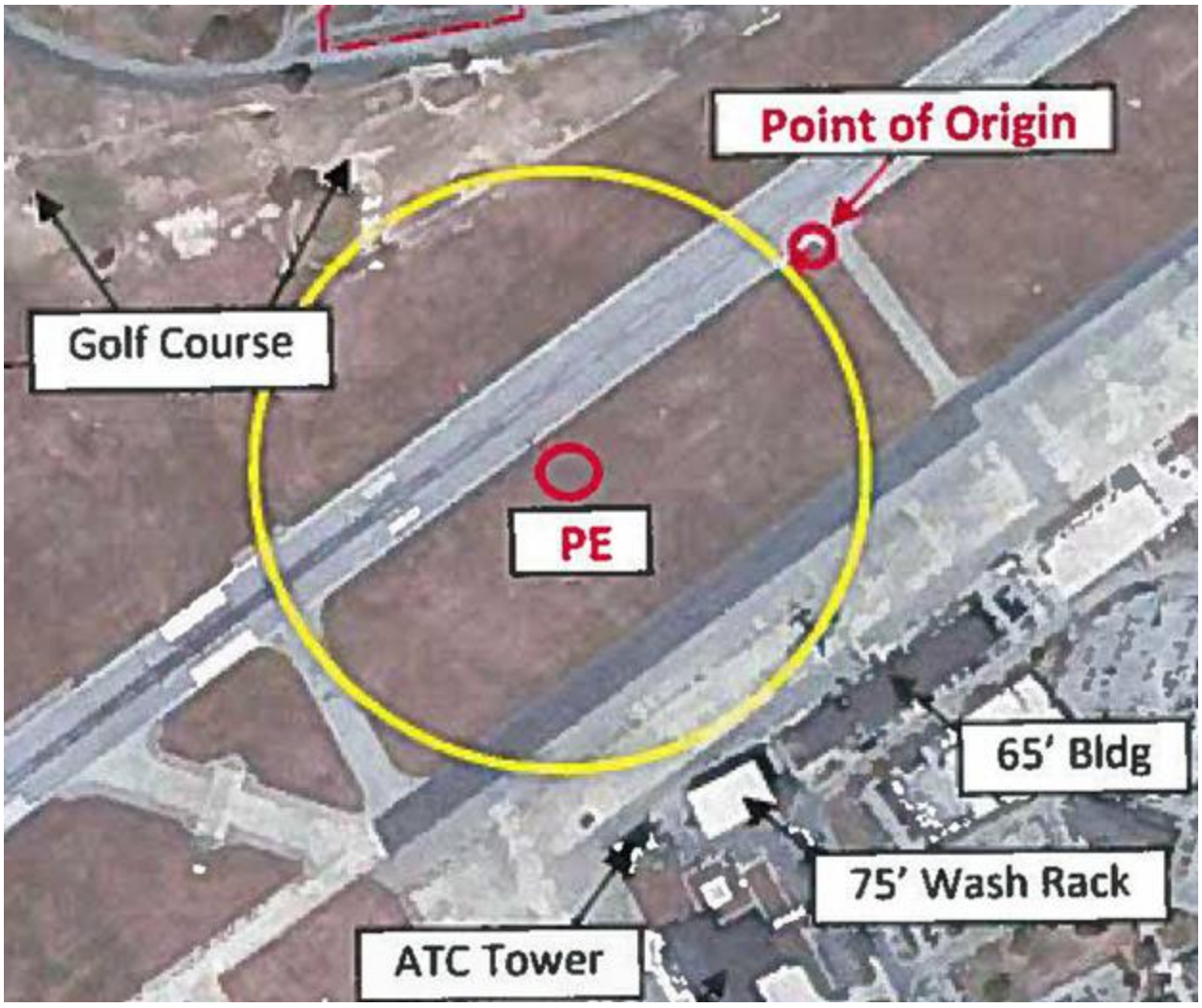


Figure A4.3. Rectangle DZ.

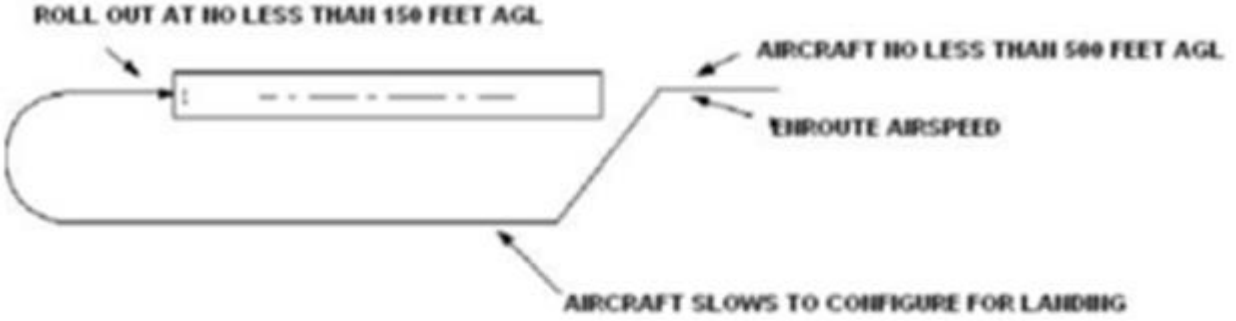
Attachment 5

TACTICAL ARRIVALS

Figure A5.1. Random Shallow Approaches.

TEARDROP

THIS APPROACH ALLOWS AIRCRAFT TO CONVERT FROM A STRAIGHT-IN TO LAND IN THE OPPOSITE DIRECTION, SIMILAR TO A CIRCLING APPROACH



STRAIGHT-IN

AT 200-250 KNOTS INDICATED AIRSPEED (KIAS) THE AIRCRAFT WILL SLOW AROUND 3 MILES TO CONFIGURE TO LAND

DOWNWIND

ENTER A DOWNWIND LEG FOR THE ACTIVE RUNWAY, NORMALLY MAINTAIN 200 KNOTS INDICATED AIRSPEED (KIAS) AND 1,000 FEET ABOVE THE FIELD OR PATTERN ALTITUDE, WHICHEVER IS HIGHER

ABEAM

OFFERS FLEXIBILITY TO LAND IN EITHER DIRECTION
SLOW DOWN AND CONFIGURE TO LAND

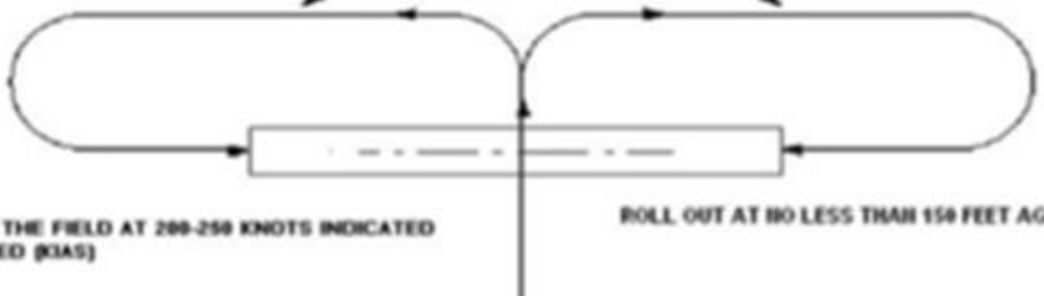
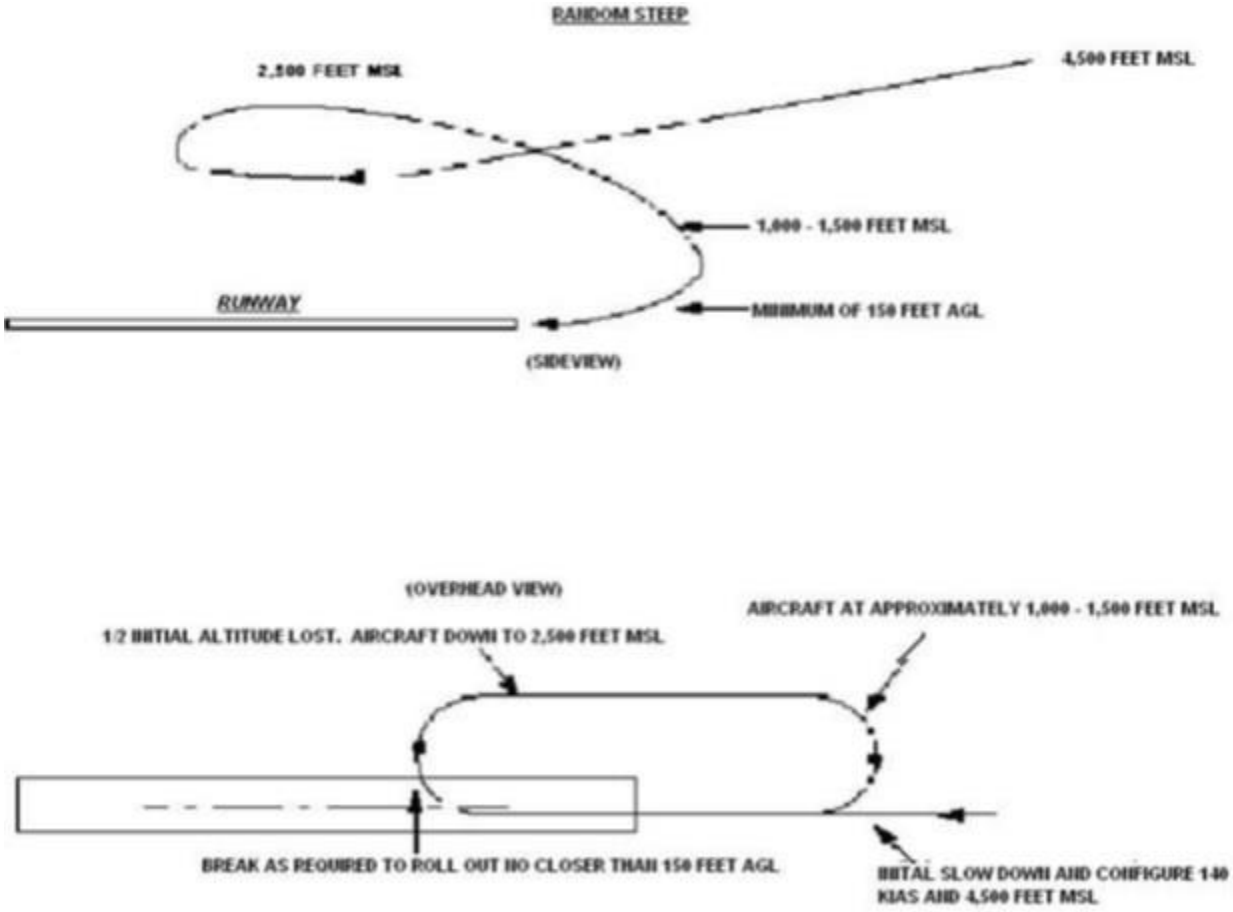


Figure A5.2. Random Steep Approach.



Attachment 6

FIGURE A6.1. QUIET HOURS REQUEST FORM.

MEMORANDUM FOR 81 OSF

SUBJECT: Airfield Ceremonial Quiet Hours Request

1. Request quiet hours for _____ _____
(unit) (POC name, phone, email)

2. Purpose of quiet hours:

Change of Command (specify unit): _____
DV event (specify): _____
Official Ceremony (specify): _____
Other event (specify): _____

2. Noise reduction option desired (circle or highlight desired option):

Option 1: Suspended Operations (Arrivals, departures, practice approaches, aircraft movement, engine starts, engine runs, aerospace ground equipment (AGE), and vehicle operations will be suspended for the duration of the quiet hours)

Option 2: Restricted Operations (Only full stop arrivals will be authorized. Departures, engine starts, engine runs, practice approaches, AGE operations and vehicle traffic within 1000' of the event location will be suspended)

3. Location of event: _____
(be specific; provide map if able)

4. Date and time of event: _____ / _____ / _____
(date) (start time) (end time)

5. Submit this request no later than 15 days in advance to 81 OSF at 81OSF.CC.81OSFCOMMANDER@us.af.mil

FOR 81 OSF USE ONLY

Coordination:
403 Wing (OSS/OSO)
Airfield Management
Air Traffic Control Tower
81 TRW/CCE
81 TRW/Protocol (as required for DV events)
81 OSF/OSA/CC

Attachment 7

FIGURE A7.1. NAVAID DOWNTIME REQUEST EXAMPLE FORM.

Example ATCALS Downtime Request Form.

ATCALS DOWNTIME REQUEST CHECKLIST			
SYSTEM NAME:			
DATES/TIMES REQUESTED:			
PURPOSE			
BACKGROUND/JUSTIFICATION			
RECOMMENDATION			
Required Coordination			
Agency	Office Symbol	Name	Date/Signature
ATC Tower	81 OSF/OSAT		
Airfield Management	81 OSF/OSAA		
OSF Commander	81 OSF/CC		
403rd Operations Group	403 OG/CC		
FINAL APPROVAL:			
81 TRW/CD	Approved:_____		Disapproved:_____
	Date/Signature:		
Requested Suspense:			
RAWS POC NAME:		DSN:	Email: