

**BY ORDER OF THE COMMANDER
SEYMOUR JOHNSON AIR FORCE
BASE**

**SEYMOUR JOHNSON AIR FORCE
BASE INSTRUCTION 11-250**

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Flying Operations

AIRFIELD OPERATION

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This publication implements AFPD 11-2, Aircraft Rules and Procedures; FAAO 7110.65, Air Traffic Control; AFI 13-213, Airfield Management and AFI 13-204V1-3, Airfield Operations Career Field Development, Airfield Operations Flight Standardization and Evaluations, Airfield Operations Flight Procedures and Programs. It provides guidance and procedures on flight and ground operations at Seymour Johnson Air Force Base (SJAFB) throughout the Air Force (AF). It applies to individuals at all levels who are SJAFB assigned or attached, including the Air Force Reserve and Air National Guard (ANG), except where noted otherwise. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) listed above for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, Recommendation for Change of Publication; route AF Forms 847 from the field through the appropriate chain of command. Requests for waivers must be submitted to the OPR listed above for consideration and approval. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, Management of Records, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

SUMMARY OF CHANGES

Major changes include: **Chapter 1:** Para 1.3. Airfield Operations Board membership updated; Para 1.3.4. Annual review suspenses revised to even out review workload; Para 1.4. Airfield operating hours changed to 0700-2300L; Table 1.4. North Departure/Approach frequency corrected; **Chapter 2:** Para 2.8.1.1. Echo and Foxtrot parking rows added to counter flow request instructions; Para 2.8.4. Note added to increase awareness of reduced jet blast clearance around the parking areas; Para 2.12. Note added to increase awareness of reduced jet blast clearance around the parking areas; Para 2.15. A description and location of all non-standard airfield markings were added; Para 2.24.2. 916 ARW Duty IP has the authority to authorize 916 ARW aircraft to land during LW5 conditions; **Chapter 3:** Para 3.5. Departure procedures added to ensure protection of the overhead pattern; Para 3.11.2.8.4. Night VFR Pattern procedures revised; Para 3.15. KC-135 Visual Pattern procedures revised; Para 3.19.4. Weather alternate terminology revised; 3.30. Tactical Arrival procedures added; 3.31. GSB TACAN Outage flight procedures added; **Chapter 4:** Figure 4.3. Deleted Hot Brake Area; Figure 4.4. Deleted Hot Brake Area, added Hung FFO and changed Malf Gun heading on Twy B to 260 and Twy C to 250; Para 4.16.1.7. Spotting charges are now considered live ordinance; Para 4.16.2.11. EOR procedures revised to correct ORI write-up; **Chapter 5:** Para 5.2. AMOPS email organization address added for flight plan filing and note added advising units that Weight and Balance and Flight Authorization documents are not required with flight plans; **Chapter 6:** Para 6.2.3. Dover 2 will be notified when there is damage to the arresting cable or aircraft following a cable engagement; **Chapter 9:** Para 9.5. Temporary quiet hour policy and request procedures added; **Chapter 13:** Table 13.1. Net Explosive Weight Limits updated; **Chapter 17:** Para 17.3. Max wind knots corrected.

Chapter 1— OVERVIEW	11
1.1. Compliance	11
1.2. Review.	11
1.3. Airfield Operations Board (AOB).	11
Table 1.1. 4FW Airfield Operations Board Mandatory Members.	11
Table 1.2. 4FW Airfield Operations Board Recommended Members.....	11
Table 1.3. Annual Airfield Operations Board Items.	12
1.4. Airfield and Airfield Operations Flight (AOF) Facility Hours.....	12
1.5. Operations Outside of Published Airfield Hours.	12
1.6. Out of Hours Coordination to Modify Airfield Operating Hours.	13
1.7. Out of Hours Coordination for Arrival of Inflight Emergency (IFE) Aircraft.	13
1.8. General Airfield Operations Facilities Opening/Closing Installation Coordination.	14

1.9. Transient Alert (TA) Services..... 15

1.10. Local Channel (LC) Frequency Designation. 15

Table 1.4. 4FW Frequency/Channel Designation..... 15

Table 1.5. 916ARW Frequency/Channel Designation..... 16

1.11. Flight Information Publications (FLIP). 16

Chapter 2— RESPONSIBILITIES 17

2.1. General..... 17

Figure 2.1. Seymour Johnson Airfield. 17

2.2. Airfield Security 17

2.3. General Organization and Supervisor Responsibilities: 17

2.4. Airfield Manager Responsibilities: 17

2.5. Base Civil Engineer Responsibilities:..... 18

2.6. Security Forces Responsibilities:..... 18

2.7. Ground Radio Net Monitoring:..... 18

2.8. Aircraft Taxiing Requirements: 19

Figure 2.2. F-15E Ramp 20

Figure 2.3. Location of Ground NAVAID Checkpoint..... 21

2.9. Aircraft Towing Procedures:..... 21

2.10. Aircraft Parking. 21

2.11. Hot Pit Refueling. 22

Figure 2.4. Hot Pit Refueling RWY 08 Hot Pits. 23

2.12. Engine Test and Run-up Procedures..... 23

2.13. Unlawful Seizure of Aircraft. 23

2.14. Drag Chute Procedures. 24

2.15. Non-Standard Markings..... 24

Figure 2.5. Motorcycle Safety Course Marking..... 24

Figure 2.6. Subsurface Fire Hydrant Marking. 25

Figure 2.7. Alert Vehicle/AGE Box Locations..... 26

Figure 2.8. AGE Box Locations..... 26

Figure 2.9.	DV Carpet Location.....	27
2.16.	Restricted Areas.....	27
2.17.	Precision Approach Critical Areas:	27
Figure 2.10.	Precision Approach Critical Areas.....	29
2.18.	Photographic and Videographic Activity on the Airfield:	29
2.19.	Wear of Hats on the Airfield.....	29
2.20.	Electronic Device Policy.....	30
2.21.	Smoking Policy.....	30
2.22.	Snow Removal.....	30
2.23.	Hazardous Weather Notification.....	30
Table 2.1.	Forecast Weather Watch Criteria and Minimum Desired Lead-Times.	30
Table 2.2.	Forecast Weather Warning Criteria and Minimum Desired Lead-Times.	31
Table 2.3.	Forecast Weather Advisory Criteria and Minimum Desired Lead-Times.	31
Table 2.4.	Observed Weather Advisory Criteria and Minimum Desired Lead-Times.	31
2.24.	Lightning within 5 NM Procedures:	32
2.25.	Airfield Maintenance, Construction and Closure:	32
2.26.	Closing/Suspending RWY Operations.	33
2.27.	Permanently Closed/Unusable Portions of the Airfield.	33
2.28.	Airfield Sweeper Operations.....	34
2.29.	Airfield Grass Mowing Operations.....	34
2.30.	Maintenance Directed Quick Freeze Procedures.	34
2.31.	Mobile/Unattended Equipment.	35
2.32.	Radar Warning Receiver (RWR) Checks.	35
2.33.	Airfield Waivers:	36
Chapter 3—	CONTROL OF LOCAL AIRPORT TRAFFIC	37
3.1.	Assigned Airspace and Local Flying Area:	37
Figure 3.1.	Seymour Johnson Airspace.....	37
Figure 3.2.	GSB MVA.	38
3.2.	Traffic Priorities:.....	38

3.3. TWY Restrictions and Information: 39

Table 3.1. TWY Restrictions. 39

Figure 3.3. Visual Blind Spots. 40

3.4. Military Operations Area (MOA): 40

Figure 3.4. Echo MOA/ATCAA. 41

3.5. Departure Procedures..... 43

3.6. Stereo Flight Plan Procedures..... 43

3.7. Non-Standard Formation Departures..... 43

3.8. Quick/Unrestricted Climbs: 43

3.9. Intersection Departures. 43

Table 3.2. Usable RWY Length from Intersections..... 44

Figure 3.5. Usable RWY Lengths. 44

3.10. Local Climb Out Procedures:..... 44

3.11. Approach and Landing Pattern: 45

Figure 3.6. VFR Traffic Pattern. 45

Figure 3.7. Night VFR Pattern (RWY 26) (see Notes 1 and 2)..... 48

Figure 3.8. Night VFR Pattern (RWY 08) (see Notes 1 and 2)..... 49

3.12. Light Aircraft in the Traffic Pattern..... 52

3.13. Helicopter Operations. 52

3.14. Civil Aircraft..... 52

Figure 3.9. Radar Pattern..... 53

3.15. KC-135 Visual Pattern/Circling Procedures:..... 53

Figure 3.10. KC-135 Visual Pattern..... 54

3.16. Reduced Same RWY Separation (RSRS) Standards: 54

Figure 3.11. Reduced Same RWY Separation Similar Fighter Type Aircraft. 55

Figure 3.12. Reduced Same RWY Separation Dissimilar Fighter Type Aircraft. 56

3.17. RWY Selection Procedures: 57

3.18. Opposite Direction Traffic:..... 57

3.19. Supervisor of Flying (SOF) Procedures:..... 57

	3.20.	Flyover Aircrew Procedures:	58
	3.21.	Overflights Initiating Ground Training Exercises:	58
	3.22.	Explosive Ordnance Disposal (EOD) Procedures.	59
	3.23.	Parachute Drops in Class Delta Airspace.	59
	3.24.	Minimum Communication (MINCOM) Launch (SILENT WARRIOR).	59
	3.25.	Landing Light Check for 4 FW Aircraft	60
	3.26.	Variable Wind Information:.....	60
	3.27.	Civil Twilight Operations.	61
	3.28.	Bird/Wildlife Aircraft Strike Hazard (BASH).	61
	3.29.	Functional Check Flight (FCF) Procedures.	61
	3.30.	F-15E Tactical Arrival (TAC) Procedures:.....	61
Figure	3.13.	Tactical Arrival.	62
	3.31.	GSB TACAN Outage Flight Procedures:	62
Chapter 4— AIRCRAFT EMERGENCIES OR ACCIDENTS			64
	4.1.	Radio Priorities.	64
Table	4.1.	Emergency Radio Priorities.	64
	4.2.	Primary Crash Alert System (PCAS)/Secondary Crash Net (SCN).	64
	4.3.	Procedures for Answering the Crash Phone.	65
	4.4.	Crash Phone Information for Inflight Emergency.	65
	4.5.	Crash Phone Information for Aircraft/Disaster/Exercise Inputs:.....	66
	4.6.	Command and Control:.....	66
	4.7.	Crash Recovery Team:.....	67
Figure	4.1.	Emergency Vehicle Assembly Areas (See Note 1-3 below).	68
	4.8.	AMOPS Responsibilities:	68
	4.9.	Fire Emergency Services Responsibilities:.....	68
	4.10.	4 FW Safety Responsibilities:.....	69
	4.11.	Daily Crash Phone Checks.....	69
	4.12.	Emergency Landings.	69
	4.13.	Emergency Fuel Radar Pattern.	69

4.14.	Jettison Areas:.....	69
Figure 4.2.	VFR Jettison Area.....	70
4.15.	Hot Brakes Aircraft:.....	71
Figure 4.3.	East End Malfunctioning Gun/Hung Flare Chaff Parking Areas.....	73
Figure 4.4.	West End Malfunctioning Gun/Hung Flare Chaff Parking Areas.	74
4.16.	Gun or Other Ordnance Malfunctions:	74
4.17.	EOR Operations during a Hot Brakes, Jammed Gun, or Hung Chaff/Flare.	78
4.18.	Hydrazine Maintenance Procedures.	78
4.19.	Emergency Aircraft Arriving to SJAFB While the Airfield is Closed.	78
Chapter 5— FLIGHT PLANNING PROCEDURES		79
5.1.	General.....	79
5.2.	Stereo Flight Plans.....	79
5.3.	Split Recoveries.	79
5.4.	File Times.	79
5.5.	Units TDY to SJAFB.....	80
5.6.	Altitude Reservation (ALTRV) Procedures.....	80
Chapter 6— AIRCRAFT ARRESTING SYSTEMS		81
6.1.	Aircraft Arresting Systems Configuration:	81
Figure 6.1.	Arresting System Configuration (RWY 26).	81
6.2.	Procedures:.....	82
6.3.	4 CES/CC Responsibilities:	82
6.4.	Fire Emergency Services Responsibilities.....	83
6.5.	Arresting System Signals.....	84
6.6.	Use of Aircraft for Arresting System Training.	84
Chapter 7— HANDLING OF TRANSIENT AIRCRAFT		85
7.1.	Responsibilities.....	85
7.2.	Prior Permission Required (PPR).	85
7.3.	Transient Procedures.....	85
7.4.	Pilot to Dispatcher (PTD) Frequency.	86

7.5.	Temporary Storage of Transient Aircrew Classified and/or COMSEC material. ..	86
7.6.	Distinguished Visitor (DV) Aircraft:	86
7.7.	Unscheduled Aircraft Landing.....	87
Chapter 8— AIRFIELD LIGHTING SYSTEM		89
8.1.	Lighting Systems.	89
8.2.	Operation.	89
8.3.	Alternate Procedures.....	90
8.4.	Maintenance:.....	90
8.5.	Inoperative Approach Lighting Systems (ALS) Landing Minimums.....	90
Chapter 9— NOISE ABATEMENT PROGRAM		91
9.1.	Quiet Hours Policy.....	91
9.2.	Applicability.	91
9.3.	Responsibilities:.....	91
9.4.	Noise Complaints.....	91
9.5.	Quiet Hours Policy and Request Procedures for Wing Ceremonies.....	91
Chapter 10— CONTROLLED MOVEMENT AREA		93
10.1.	General.....	93
10.2.	Controlled Movement Area (CMA) Entry Procedures (Reference Diagrams A2.1 Controller Movement Areas and A2.2. Entry Control Points):	93
Chapter 11— INVESTIGATING EMERGENCY LOCATOR BEACON SIGNALS		95
11.1.	General:.....	95
11.2.	Procedures.....	95
Chapter 12— SUPPORT OF ALERT AIRCRAFT		97
12.1.	Procedures.....	97
12.2.	Priorities:.....	97
12.3.	Parking.....	97
Chapter 13— EXPLOSIVES LOADED AIRCRAFT PARKING PLAN		98
13.1.	General:.....	98
13.2.	Responsibilities:.....	98

	13.3.	Hazardous (Hot) Cargo Aircraft Loading and Unloading Areas:	99
Table	13.1.	TWY D Class/Division N.E.W. Limits.	99
	13.4.	Fighter Aircraft Explosives Loading and Unloading Areas:.....	100
Figure	13.1.	Alert Apron Live Loads.....	101
	13.5.	Arming and De-Arming.....	102
	13.6.	F-15 Transient Explosive Laden or Armed Aircraft:.....	102
Chapter 14— CUSTOMS, AGRICULTURE, AND IMMIGRATION INSPECTION PROCEDURES			104
	14.1.	Purpose.....	104
	14.2.	General.....	104
	14.3.	Responsibilities:.....	104
	14.4.	General Instructions.....	105
Chapter 15— NAVIGATIONAL AID NOTAM AND MONITORING PROCEDURES			106
	15.1.	Monitoring Procedures and Responsibilities:	106
	15.2.	NOTAM Procedures:	106
	15.3.	ATIS:	107
	15.4.	Civilian Use of Military NAVAIDS.	107
	15.5.	NAVAID PMI Schedule.....	107
	15.6.	NAVAID Generator Power.....	107
Chapter 16— EMERGENCY SECURITY CONTROL OF AIR TRAFFIC (ESCAT)			108
	16.1.	ESCAT Implementation Procedures:.....	108
	16.2.	Practice or Test ESCAT:.....	108
Chapter 17— AIRFIELD OPERATIONS FACILITIES EVACUATION			109
	17.1.	Purpose.....	109
	17.2.	General.....	109
	17.3.	High Winds:.....	109
	17.4.	Other.	109
	17.5.	ATC Facility Evacuation Responsibilities:.....	109
	17.6.	AMOPS Evacuation.....	110

17.7. Exercises/Simulated Force Protection Conditions:.....	111
Chapter 18— AIRFIELD INSPECTIONS	112
18.1. Purpose.....	112
18.2. Responsibilities:.....	112
18.3. Procedures:.....	112
18.4. RWY Surface Condition (RSC) and RWY Condition Reading (RCR) Values:.....	113
Attachment 1— GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION	115
Attachment 2— AIRFIELD DIAGRAMS	121
Attachment 3— DISTRIBUTION	130
Attachment 4— LETTERS OF AGREEMENT MASTER INDEX	131

Chapter 1

OVERVIEW

1.1. Compliance . Commanders and supervisors at all echelons are responsible for implementing this instruction. Unless otherwise restricted in this instruction, individuals or superior commanders may authorize representatives to take actions designated to them or subordinates within this instruction.

1.2. Review. This instruction shall be reviewed annually by 4 OSS/OSA, Airfield Operations Flight (AOF).

1.3. Airfield Operations Board (AOB). The 4 FW Airfield Operations Board (AOB) provides a forum for discussing, updating, and tracking various activities associated with support of the flying mission. Additionally, the board resolves airfield operations problem areas, coordinates and proposes new or revised procedures, methods, techniques, equipment, and facilities for the local ATC system. The board reviews and acts on Unit Effectiveness Inspection (UEI) deficiencies.

1.3.1. Mandatory Board Members. The following are the minimum required participants of the 4 FW AOB:

Table 1.1. 4FW Airfield Operations Board Mandatory Members.

4 FW/CC (delegated to 4 OG/CC)	FAA ATREP	4 OSS/OSOR
4 MSG/CC	77 ARS Representative	4 OSS/OSW
4 OSS/CC	911 ARS Representative	4 OSS/OSA
4 FW/CP	333 FS Representative	4 OSS/OSA
4 FW/SEF	334 FS Representative	4 OSS/OSAG
916 ARW/SE	335 FS Representative	4 OSS/OSAA
4 OG/OGV	336 FS Representative	4 OSS/OSAM
916 OG/OGV	4 CES/CENM or PD	4 OSS/OSAT
4 MXG/MO Representative	4 CES/CENPL	4 OSS/OSAR
	TERPs Liaison	4 OSS/OSAX

NOTE: If primary is not available a representative is required.

1.3.2. Recommended Board Members. The following participants are highly encouraged to attend the 4 FW AOB:

Table 1.2. 4FW Airfield Operations Board Recommended Members.

4 FW/SEG	USDA
4 FW/SEW	911 ARS/CC or DO
333 FS/CC or DO	77 ARS/CC or DO
334 FS/CC or DO	4 CES/CEO
335 FS/CC or DO	
336 FS/CC or DO	

1.3.3. The AOB shall convene every quarter. The Airfield Operations Flight, 4 OSS/OSA, shall notify board members of the next board by publishing an agenda prior to the board convening which states the content, time, date, and board location. AOB minutes will be approved by the 4 OG/CC or designee and published to the board and ACC/A3AO no later than 20 workdays following the board.

1.3.4. Annual review items will be covered at the AOB as follows:

Table 1.3. Annual Airfield Operations Board Items.

Quarter/Month	Review Items
First/April	Flight Self-Inspection Results, Flight OIs, Wing Instructions, OPlans and Special Interest Items
Second/July	Aircraft Parking Plan and Annual Airfield Waiver Package
Third/Oct	Airfield Certification/Safety Inspection and Terminal Instrument Procedures (ACC/A3AO)
Fourth/ Jan	LOA/MOU/Ops Letters
<p>Note 1: Airspace and ATC Letters of Agreement are maintained by 4 OSS/OSOR (DSN: 722-2672) and 4 OSS/OSA (DSN: 722-2491).</p> <p>Note 2: Although an annual operational risk management review of all HQ-approved waivers is required, ACCI 32-1056 only requires the Civil Engineer Squadron (CES) to submit the wing's review of existing approved waivers to ACC within 90 days of a new Wing Commander accepting command and biannually thereafter. CES and Airfield Management (AM) will maintain and ensure the accuracy of the airfield obstructions (waivers, permissible deviations, and exemptions) data on Seymour-Johnson's GeoBase Portal Map. CES will also prepare, coordinate, and submit airfield waiver requests and reviews of existing HQ-approved waivers to ACC, and brief the AOB and the Facilities Board IAW ACCI 32-1056.</p> <p>Note 3: The parking plan must ensure wingtip clearances and jet blast safe distance requirements are maintained to protect personnel, aircraft, facilities, and equipment.</p>	

1.4. Airfield and Airfield Operations Flight (AOF) Facility Hours. SJAFB's airfield, Control Tower, and Radar Approach Control (RAPCON) are open 7 days a week from 0700L - 2300L.

1.5. Operations Outside of Published Airfield Hours. 4 OG/CC is the final approval authority to extend/open the airfield outside published and/or NOTAM operating hours. Mission planners must consider engine start time, delivery of clearance and taxi times as controlling factors, in addition to scheduled takeoff times, when planning aircraft operations to/from SJAFB. All planned aircraft operations outside of published hours must be pre-coordinated with the 4 OSS/CC/DO and AOF/CC. The airfield and Control Tower will open a minimum of 1 hour prior to the first aircraft departure time and/or arrival time to SJAFB that is outside of normal published operational hours. The one hour prior opening will not apply to aircraft scheduled to arrive just after opening, for example an aircraft scheduled to arrive at 0710L may have to hold if they arrive at 0650L. This rule does not apply to overseas arrivals. Uncontrolled aircraft operations (when Tower/Airfield Management Operations (AMOPS) are not open) are **NOT** approved at SJAFB. **NOTE:** Missions requiring departures between 0700L and 0730L drive the Airfield to open 1 hour prior to first departure versus the published 0700L opening.

1.5.1. Requirements:

- 1.5.1.1. 4 OG/CC approval.
- 1.5.1.2. 4 OSS/CC/DO and AOF/CC coordination.
- 1.5.1.3. NOTAM issued for the airfield open outside of published hours.
- 1.5.1.4. An open airfield with a completed runway (RWY) foreign object damage (FOD) check prior to operations.
- 1.5.1.5. An open Control Tower.
- 1.5.1.6. When applicable (i.e. fighter aircraft operations), arresting system configured for RWY in use.

1.6. Out of Hours Coordination to Modify Airfield Operating Hours. All out of hours requests to modify the airfield operating hours or open the airfield when it is closed, must be initiated with the 4 FW Command Post (4 FW/CP). The following procedures apply:

1.6.1. 4 FW/CP will:

- 1.6.1.1. Initiate approval from the 4 OG/CC.
- 1.6.1.2. Inform 4 OSS/CC of approval/disapproval.
- 1.6.1.3. If the 4 OSS/CC is unavailable, 4 FW/CP will utilize the Airfield Operations Flight standby contact list to notify the AOF/CC, Air Traffic Control (ATC) and AMOPS personnel as soon as possible for any short notice unscheduled arrivals/departures. **NOTE:** An on-call phone listing for 4 OSS/OSA (AOF/CC/DO, Radar Approach Control (RAPCON) and Tower Chief Controllers and Assistant Chief Controllers, and the Airfield Manager and Deputy Airfield Manager) is updated on a continual basis by the AOF/CC and forwarded to the 4 FW/CP and 916 ARW/CP.

1.7. Out of Hours Coordination for Arrival of Inflight Emergency (IFE) Aircraft. IFE aircraft intending to land at SJAFB while the airfield is closed is an emergency situation requiring immediate action on behalf of Fire Emergency Services to facilitate the safe landing of the aircraft. Advanced notification of the emergency inbound aircraft while the airfield is closed may take place if the RAPCON is open; and most likely will not take place if the RAPCON is closed. In the event advanced notification is received, emergency services and the 4 FW/CP must be notified immediately. See paragraph 4.12 for additional specific agency emergency aircraft response actions.

1.7.1. Upon receipt of the emergency aircraft inbound notification, the 4 FW/CP must notify the following agencies, as a minimum, with the estimated time of arrival (ETA) and status of the emergency aircraft:

- 1.7.1.1. Fire Emergency Services.
- 1.7.1.2. 4 OG/CC.
- 1.7.1.3. 4 OSS/CC/DO and AOF/CC.

1.7.2. Fire Emergency Services will:

- 1.7.2.1. During emergency situations only, assume responsibility for operating the airfield lighting utilizing the lighting vault until the Tower opens.

1.7.2.2. Assume control of the RWY for vehicle access when the Tower is closed.

1.7.2.3. Maintain an open line of communication with the RAPCON (if open) and 4 FW/CP until Tower and AMOPS reports for duty.

1.7.2.4. Conduct a RWY check for FOD prior to and after the IFE aircraft landing until AMOPS reports for duty. *Note:* Fire Emergency Services personnel will be certified in their training records to conduct runway checks IAW AFI 13-204v3, paragraph 17.2.1.

1.8. General Airfield Operations Facilities Opening/Closing Installation Coordination. Airfield Operations facilities must ensure command and control and emergency service agencies remain aware of their operational status at all times to facilitate the proper/timely reaction and coordination to an emergency aircraft arrival and/or unscheduled aircraft operation when the airfield is closed. The following general procedures apply:

1.8.1. RAPCON will:

1.8.1.1. Prior to closing, contact AMOPS to inquire about any proposed arrivals or departures beyond facility operating hours. RAPCON will notify Tower, AMOPS, and 4 FW/CP when the RAPCON is closed.

1.8.1.2. Notify Tower, AMOPS, and 4 FW/CP when open.

1.8.1.3. When open for an emergency aircraft and Tower is closed, follow FAAO 7110.65 procedures for landing on a closed/unsafe RWY. Maintain an open line of communication with the Fire Emergency Services and 4 FW/CP until Tower and AMOPS is open.

1.8.2. Tower will:

1.8.2.1. Prior to closing, contact AMOPS to inquire about any proposed arrivals or departures beyond facility operating hours. Tower will notify RAPCON, AMOPS, Fire Emergency Services, and 4 FW/CP when the Tower is closed.

1.8.2.2. The standby person will contact 4 FW/CP (722-0004) immediately after being recalled to duty. Standby personnel will report to have the airfield open a minimum of 1 hour prior to the scheduled arrival/departure of the after-hours aircraft, and immediately for emergency aircraft.

1.8.2.3. The standby personnel will notify 4 FW/CP, RAPCON, Fire Emergency Services, AMOPS, and the Tower Chief Controller when the Tower is open. The airfield may be closed 30 minutes after an aircraft departs and for landings, after the aircraft engines have been shut down and AMOPS and Tower has confirmed with the aircrew that their presence is no longer required.

1.8.3. AMOPS will:

1.8.3.1. Send a NOTAM when the airfield opens outside of published hours and inform the RAPCON and Tower.

1.8.3.2. Prior to closing, notify 4 FW/CP of any pertinent airfield conditions that may affect Air Traffic Control (ATC) (airfield lighting, barrier maintenance, contractors, rubber removal, etc.). AMOPS will notify RAPCON, Tower, Fire Emergency Services, and 4 FW/CP when the airfield is closed.

1.8.3.3. The standby personnel will contact 4 FW/CP immediately after being called. Standby personnel will report for duty 2 hours prior to the scheduled arrival or departure of afterhours aircraft to have the airfield open one hour prior to a scheduled departure or arrival and immediately for no notice or emergency aircraft. The airfield may be closed 30 minutes after an aircraft departs and for landings, once the aircraft engines have been shut down and AMOPS and Tower has confirmed with the aircrew that their presence is no longer required.

1.8.3.4. The standby personnel will notify 4 FW/CP, RAPCON, Fire Emergency Services, Tower, and the Airfield Manager (for emergencies only) when the airfield is open.

1.9. Transient Alert (TA) Services. TA service is available Mon-Fri 0700L-2300L. TA is on standby all other times. AMOPS will advise TA of all transient aircraft's estimated/actual arrival times and estimated departure times. TA is required to provide "Follow Me" service to all transient aircraft unless TA coordinates with Tower to request progressive taxi instructions be provided to transient aircraft. (See Instrument Flight Rules (IFR) Supplement for TA service limitations/restrictions).

1.10. Local Channel (LC) Frequency Designation. The frequency and channel designation to be used by local aircraft and associated facilities are as follows in Table 1.4 and Table 1.5. **Note:** All UHF equipped arrivals and departures to/from SJAFB will use UHF as their primary frequency.

Table 1.4. 4FW Frequency/Channel Designation.

CHANNEL	FREQ	AGENCY	CHANNEL	FREQ	AGENCY
1	XXX.X	Squadron Ops	8	285.5	Wash Center (SAM)
2	275.8	Ground	9	376.1	Lion SOF
3	370.875	Tower	10	277.4**	SJAFB Emergency
4	290.0**	North Dept/App	13	326.2	Arrival
5	273.6**	South Dept/App	14	317.625	ATIS
6	279.65	Wash Center (RMT)	15	270.8	Clearance Delivery
7	281.42	Wash Center (EWN)			

Note 1: XXX: Squadron Dependent.

Note 2: ** Tower Override: Allows Tower to override the Approach/Departure controller in the event of an emergency.

Note 3: Frequencies 256.8, 391.9, 388.2, and 379.125 are reserved as RAPCON discrete frequencies.

Note 4: Omitted channels are reserved for aircrew use.

Table 1.5. 916ARW Frequency/Channel Designation.

CHANNEL	FREQ	AGENCY	CHANNEL	FREQ	AGENCY
1	311.0	4 FW & 916 ARW/CP	11	321.0	916 ARW/CP (B/U)
2	275.8	Ground	12	349.4	AMC CP Common
3	370.875	Tower	13	326.2	Arrival
4	290.0**	North Dept/App	14	256.8	RAPCON
5	273.6**	South Dept/App	15	391.9	RAPCON
6	279.65	Wash Center (RMT)	16	388.2	RAPCON
7	281.42	Wash Center (EWN)	17	379.125	RAPCON
8	285.5	Wash Center (SAM)	18	317.625	ATIS
9	376.1	Lion SOF	19	270.8	Clearance Delivery
10	277.4**	SJAFB Emergency	20	375.2	SJAFB Metro

Note 1: ** Tower Override: Allows Tower to override the RAPCON Approach/Departure controller in the event of an emergency.

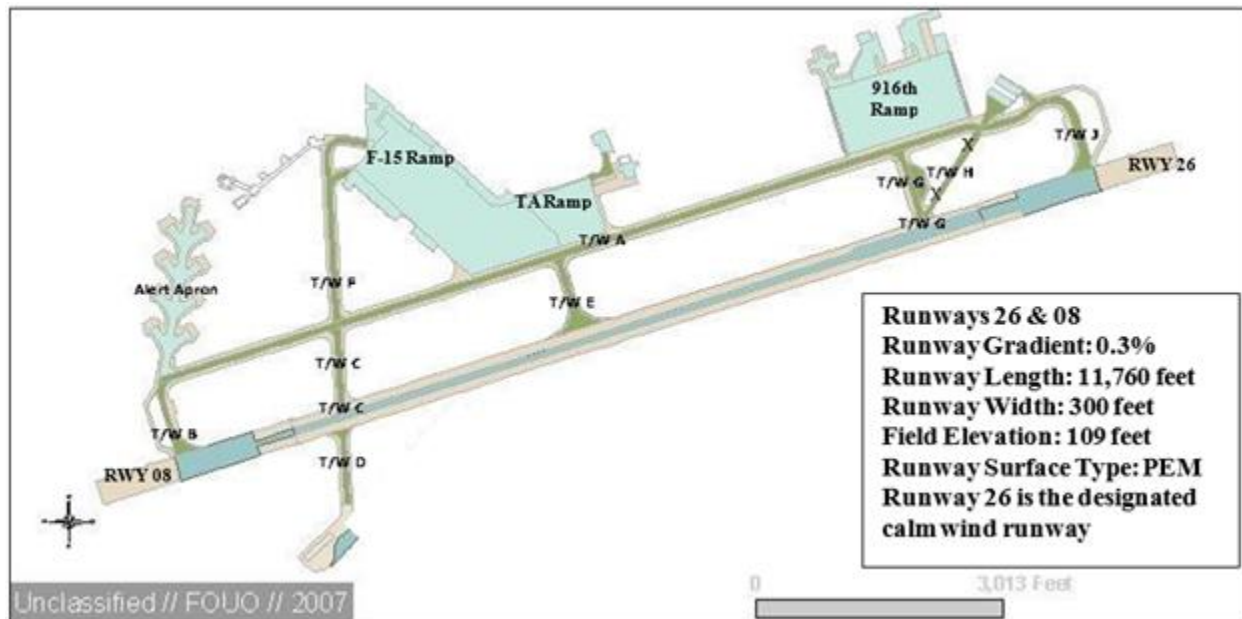
1.11. Flight Information Publications (FLIP). To establish a FLIP account, change or submit items to be published in FLIPS, or to cancel a FLIP account contact AMOPS at 722-4097.

Chapter 2

RESPONSIBILITIES

2.1. General. This chapter establishes responsibilities, procedures and restrictions for the control of pedestrians, vehicles, military and civilian operations, aircraft and equipment, and taxiing and towing aircraft. All operations on the airfield must be official and operationally necessary.

Figure 2.1. Seymour Johnson Airfield.



2.2. Airfield Security . It is the responsibility of each person having access to the airfield to ensure personnel and vehicles encountered on the airfield are authorized. Individuals and vehicles without the proper badge or pass should be challenged. If valid identification is not produced, the person should be detained, if possible, and the Security Forces notified.

2.3. General Organization and Supervisor Responsibilities:

2.3.1. Supervisors of SJAFB airfield activities will comply with this directive within their assigned and common user areas. Continual briefings should be accomplished to bolster safety aspects and FOD preventive practices.

2.3.2. 4 FW/CC is the approval authority for approving temporary waivers for violations of airfield planning and design criteria for construction activities, air shows or temporary installation of an aircraft arresting system. CES must upload a copy of all wing-approved waivers to the ACC airfield Wavier CoP IAW ACCI 32-1056.

2.4. Airfield Manager Responsibilities:

2.4.1. The Airfield Manager, via the Airfield Driving Program Manager, will ensure all personnel operate on the airfield IAW SJAFBI 13-213.

2.4.2. To assist in conducting preconstruction briefings, as required, by the Chief of Contracting Division and Civil Engineering.

2.4.3. Monitor compliance with this and other pertinent directives relative to construction or repair work on the airfield to ensure that immediate action is taken to correct discrepancies that may compromise flight and ground safety.

2.4.4. When appropriate, refer requests for deviations from established airfield obstruction clearance criteria to the Base Civil Engineer.

2.4.5. Ensure that contractor personnel accessing airfield areas requiring two-way radio contact with the Tower have radios prior to entering these areas and are thoroughly briefed on proper radio transmission procedures and phraseology during their airfield driving briefing.

2.4.6. When it is necessary for maintenance personnel and equipment (other than normal daily traffic) to proceed in or near the RWY environment, coordinate such activities and advise Tower so they can issue advisories to air traffic.

2.4.7. Brief local procedures and restrictions to visiting evaluation and inspection team personnel that require access to the airfield.

2.5. Base Civil Engineer Responsibilities:

2.5.1. When required, coordinate and submit waiver requests to the appropriate authority IAW UFC 3-260-01 and ACCI 32-1056, including waivers temporary in nature required by or resulting from construction on the airfield. No fixed obstacles will be erected on the airfield unless a waiver is approved by the appropriate authority as required.

2.5.2. Coordinate with the Airfield Manager, 4 FW/SE and the AOF/CC to ensure that a temporary waiver has been approved by the 4 FW/CC prior to the start of a construction project on the airfield. A waiver must be on file at Civil Engineering and the AFM prior to a construction project beginning. The Civil Engineer Squadron (4 CES) is the OPR for all temporary and permanent airfield obstruction waivers and waivers to criteria established in UFC 3-260-01.

2.6. Security Forces Responsibilities:

2.6.1. Respond to instances of security/traffic reported violations.

2.6.2. Advise AMOPS/Tower of any observed/reported situations that are not in compliance with this directive.

2.7. Ground Radio Net Monitoring:

2.7.1. The Tower Net shall be monitored continuously by the Tower. Airfield Management will continuously monitor the Ramp Net, however Tower will monitor during the following situations:

2.7.1.1. When specifically requested by AMOPS, time and traffic permitting.

2.7.1.2. Other periods as directed by the AOF/CC or Tower Chief Controller.

2.7.2. The Crash Net does not require continuous monitoring. Tower shall immediately monitor the Crash Net upon activation of the Crash Phone for an inbound emergency or a ground emergency, when requested by the Fire Emergency Services, or as directed by the Watch Supervisor/Senior Controller on duty in the Tower.

2.8. Aircraft Taxiing Requirements:

2.8.1. No aircraft will taxi in the movement area (RWY, overruns, taxiways (TWYs), aprons, and ramps) unless approved by Tower Ground Control (Seymour Ground). Request for taxi calls will include aircraft call sign, position, and intentions. Departing aircraft will also provide their status of ATIS and clearance information. Position for fighter formations will be defined by rows on the fighter ramp, HOT PITS, ARM/DEARM, or Alert Apron. Heavy or transient aircraft will note their parking spot number. **Note:** Aircraft needing to taxi on TWYs J and/or G (e.g., returning to chocks after landing RWY 08) will contact ground for clearance prior to taxiing to deconflict with traffic from the 916 ARW parking ramp, transient parking ramp, and the 4 FW parking ramp. F-15E aircraft returning to chocks via F after landing RWY 26 do not need to call for clearance. *Phraseology: SEYMOUR GROUND, LION 11, TAXI FROM HOTEL 12 WITH INFORMATION CHARLIE AND CLEARANCE. Phraseology: SEYMOUR GROUND, WARMAN 11, TAXI FOUR EAGLES FROM DEARM TO PARK. Phraseology: SEYMOUR GROUND, BACKY 71, ENGINE START DELTA 1.*

2.8.1.1. F-15E aircrew will normally taxi to park via TWY Foxtrot. For counter-flow operations, when approved/coordinated by the Airfield Manager, Supervisor of Flying (SOF), and/or the Tower Watch Supervisor due to construction or any other issue that precludes using the normal route to the ramp, aircraft will exercise caution when making sharp turns into parking and watch for vehicles and people in the parking area. Counter-flow authorization will not be given for the taxi lanes between Golf and Hotel Rows nor between India and Juliette Rows (there are no taxi lines). When counter-flowing, F-15E aircrews taxiing to a sheltered spot shall taxi to the north side of the ramp and follow the taxi lane to the appropriate row for parking. All aircraft will call Seymour Ground for counter flow taxi unless they plan to taxi to park via Taxiway Foxtrot. Aircraft will state, *SEYMOUR GROUND, (AIRCRAFT ID (ACID)), REQUEST COUNTER FLOW TAXI TO PARK, ECHO/FOXTROT/GOLF/HOTEL/JULIET/INDIA ROW.* Aircraft taxiing to parking will yield to aircraft taxiing to the runway.

2.8.1.2. Primary taxi routing between all parking areas and the runway is via taxiway Alpha to the appropriate arming area (Taxiway Juliet for Runway 26 and Taxiway Bravo for Runway 08). Any non-standard requests for taxi routing or non-standard clearances will be specifically stated by/to Ground Control. *Phraseology: SEYMOUR GROUND, LION 11, TAXI FROM INDIA ROW, WAR PARTY OF TWO WITH INFORMATION CHARLIE AND CLEARANCE. LION 11, SEYMOUR GROUND, TAXI RUNWAY 26. Phraseology: SEYMOUR GROUND, WARMAN 21, TAXI FROM JULIET 15 AND 16, TWO OF THE WORLD FAMOUS WITH INFORMATION DELTA AND CLEARANCE. WARMAN 21, SEYMOUR GROUND, RUNWAY 26, TAXI VIA TAXIWAY ALPHA TO GOLF, HOLD SHORT AT GOLF FOR BACK TAXI TO JULIET.*

Figure 2.3. Location of Ground NAVAID Checkpoint.**2.9. Aircraft Towing Procedures:**

2.9.1. Aircraft towing operations will be IAW with applicable technical orders and Maintenance Operating Instructions.

2.9.2. No aircraft will be towed onto a TWY or RWY unless prior coordination and approval from the Tower is obtained. The Maintenance Operations Control Center (MOCC) will pre-coordinate aircraft tows utilizing TWYs and/or the RWY by contacting the Tower and providing the tail number, parking location and destination of the aircraft to be towed. If the towed aircraft is to remain within the ramp area, Tower approval is not required. Contact the Tower via two-way radio before commencing towing and at the conclusion of towing operations. This is to preclude interference with the control of taxiing aircraft.

2.9.3. No aircraft will be towed across the RWY unless escorted by transient maintenance or an AMOPS vehicle and Tower approval has been obtained prior to crossing. Excluded from this restriction is an aircraft under tow where two-way radio communications with the Tower are established and maintained from the towed aircraft cockpit.

2.9.4. Aircraft will not be towed at a speed of more than 5 miles per hour at any time.

2.9.5. The MOCC will notify BDOC (x1212) prior to towing an aircraft within and/or across restricted area boundaries.

2.10. Aircraft Parking. The KC-135 Ramp, Transient Ramp (TA Ramp), F-15E Ramp, and Alert Apron are the primary aircraft parking areas.

2.10.1. The KC-135 ramp has four rows from east to west: A, B, C, and D.

2.10.2. Alert aircraft have priority for the Alert Apron parking area and sole use when present.

2.10.3. The F-15 Ramp is available for parking for F-15 size aircraft only or smaller. Coordinate with the Airfield Manager prior to parking any aircraft other than an F-15.

2.11. Hot Pit Refueling. F-15E hot pit refueling will be conducted at the TA Ramp (primary) or the 916 ARW ramp on Delta row (alternate). Other rows on the 916 ARW ramp can be used after coordination/approval with the 916 AMXS/MXA by the 4 MXG. Hot pitting is not authorized when transient aircraft are parked on the Transient Ramp or KC-135 aircraft is occupying the alternate location. 4 MXG/MOCC is required to inform AMOPS at least 48 hours prior to hot pitting to request TA Ramp availability. Requests for hot pitting at the alternate location will be coordinated through 916 ARW/MOCC. The taxi flow for the hot pit refueling area will be IAW Figure 2.4. Aircrew will request taxi to and from the hot pit refueling area from Ground prior to proceeding to or exiting from the hot pit refueling area. **NOTE:** IAW MOI 21-259, engine shutdown will be accomplished during dearming prior to taxiing to the hot pits with engine restart occurring in arming after hot pit refueling is complete. Aircrew shall contact the SOF for guidance if other locations for engine shutdown/restart are required/desired.

2.11.1. RWY 08 Active. When RWY 08 is in use and prevailing winds do not dictate otherwise, aircraft will enter the TA Ramp using the taxilane located west of Echo Row and pull into the Hot Pit area facing east. When refueling is complete, aircraft will depart the TA Ramp using the taxilane east of Echo Row. Two aircraft may hold on the entrance taxilane facing northbound; any additional aircraft in line to hot pit will hold on TWY A, at a spot determined by Tower, until the entrance taxi lane is clear. All aircraft will follow the marshaller's guidance.

2.11.2. RWY 26 Active. When RWY 26 is in use and prevailing winds do not dictate otherwise, aircraft will enter the TA Ramp using normal taxilane located east of Echo Row and pull into the Hot Pit area facing west. When refueling is complete, aircraft will depart the TA Ramp using the taxilane west of Echo Row. Two aircraft may hold on the entrance taxilane facing northbound; any additional aircraft in line to hot pit will hold on TWY A, at a spot determined by Tower, until the entrance taxilane is clear. All aircraft will follow the marshaller's guidance.

2.11.3. For hot pit refueling operations on the 916 ARW ramp, aircrew should be aware that the actual hot pit location may vary. Aircrew shall exercise extreme vigilance for taxi hazards when taxiing to and from the 916th ramp. Once a maintenance marshaller is in sight, aircrew shall follow their direction to the appropriate hot pit location. If unsure, or it is unclear where to safely taxi, aircrew shall query Ground and/or contact the SOF for further guidance.

Figure 2.4. Hot Pit Refueling RWY 08 Hot Pits.

**RWY 26 HOT PIT**

2.12. Engine Test and Run-up Procedures. All engine runs must be approved through the MOCC. Once approved, MOCC will contact the Tower and inform them when and where the engine run will take place. Additionally, individual aircraft maintenance crews will contact Seymour Ground with engine test/run-up commencement/termination times. **NOTE:** Due to the increased jet blast hazard associated with reduced jet blast clearances (less than 200') around the parking areas, it is critical that engine run/ground maintenance personnel ensure the jet blast hazard area is clear prior to engine run up or taxi of aircraft.

2.13. Unlawful Seizure of Aircraft. IAW AFI 13-207, *Preventing and Resisting Aircraft Piracy*, contact 4 OG/OGV (4og.ogv@seymourjohnson.af.mil) and initiate the 4 FW *Anti-Hijacking Plan*. This plan can be found on the 4 FW Plans and Evaluations SharePoint site under 4 FW Plans Index.

2.14. Drag Chute Procedures. SJAFB does not have a designated drag chute area. Pre-coordination with AMOPS is required prior to aircraft conducting operations requiring use of a drag chute. Drag Chute recovery is available on a limited basis. Re-packing of drag chutes is not available at SJAFB.

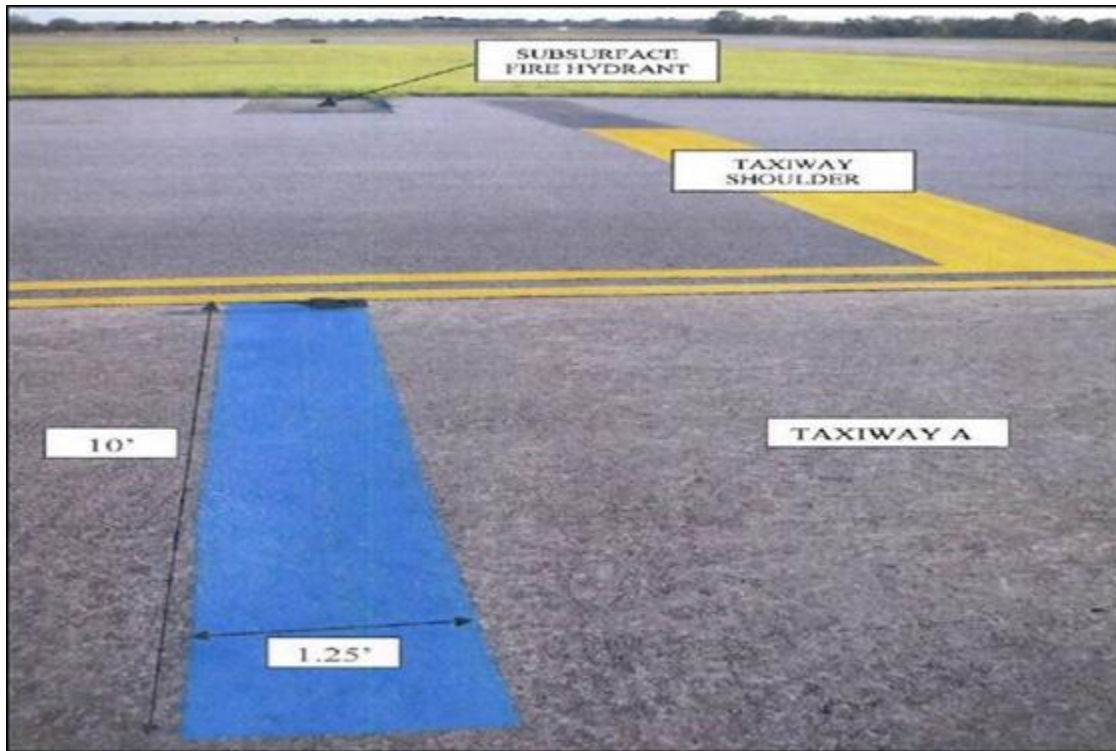
2.15. Non-Standard Markings. Due to the unique mission requirements and airfield design there are several non-standard airfield markings. These include:

2.15.1. Motorcycle Safety Course Markings. This course is located on the Hazardous (Hot) Cargo pad and is contained within a 120 feet x 220 feet box located south of the Hot Cargo Pad's taxi line. See Figure 2.5.

Figure 2.5. Motorcycle Safety Course Marking.



2.15.2. Taxiway Fire Hydrant Location Markings. To identify the location of eight subsurface fire hydrants along TWY A and one hydrant on TWY F a 10 feet x 1.25 feet blue strip has been painted on the south side of TWY A and F. See Figure 2.6 below

Figure 2.6. Subsurface Fire Hydrant Marking.

2.15.3. 916 ARW Alert Vehicle/AGE Box Markings. To support the 916 ARW's quick response alert mission requirements, vehicle and AGE box markings will be painted (FY14) at parking locations A-2, A-3, B-2, B-3, B-4, C-2, C-3, D-2, D-3 and D-4. These white 6 inch wide markings ensure adequate wingtip clearance exists for the aircraft at these locations and those adjacent to them to taxi out with the vehicles/AGE in place. See Figure 2.7.

2.15.4. F-15E Ramp AGE Box Markings. To identify the location of where AGE can be safely stored to ensure adequate wingtip clearance, AGE Box have been painted in numerous locations on the F-15E Ramp. The boxes are marked with 6 inch wide white paint. See Figure 2.8 for locations.

2.15.5. DV Red Carpet/Blue Emblem Marking. To facilitate the parking and reception of DV aircraft a 4 feet x 36 feet red carpet and 19 feet x 46 feet DV Blue Emblem have been painted on the TA ramp, south of the E-3 taxi line. See Figure 2.9.

Figure 2.7. Alert Vehicle/Age Box Locations.

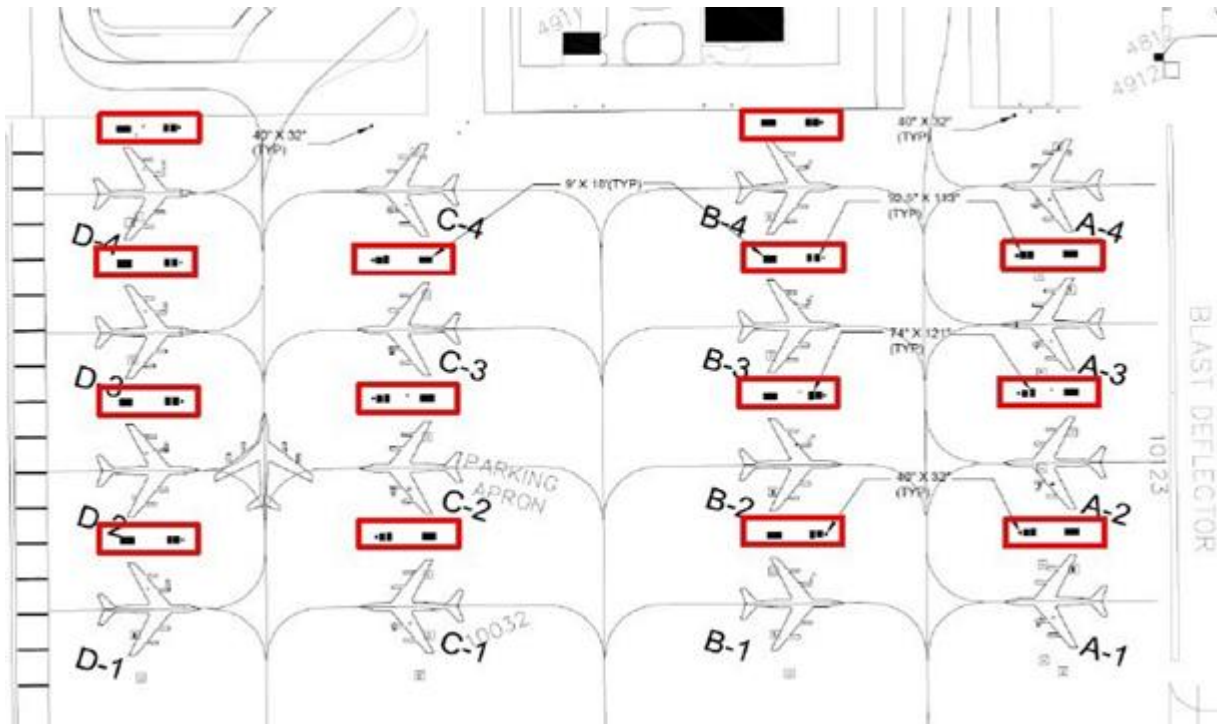
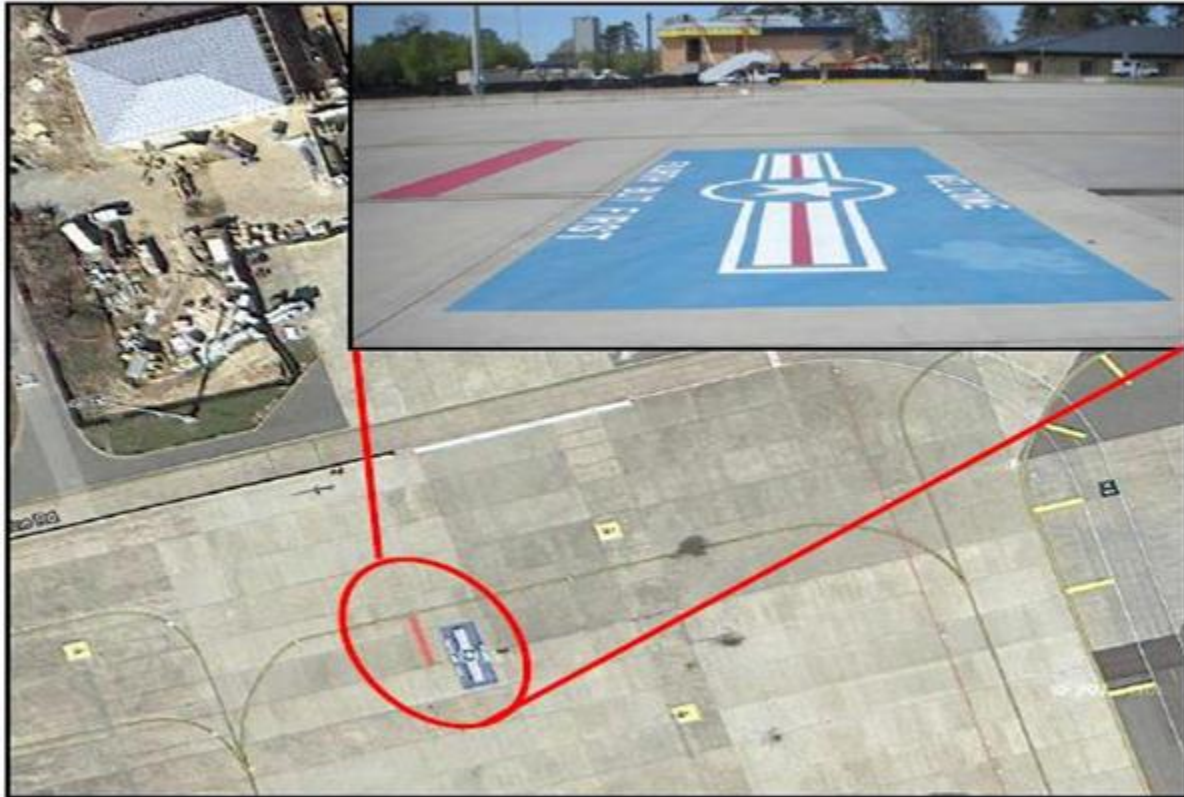


Figure 2.8. AGE Box Locations.



Figure 2.9. DV Carpet Location.



2.16. Restricted Areas. Restricted Area Procedures can be found in the *4 FW Flightline Protection Program Hand Book* (OPR: 4 SFS/S3S). Contact your squadron security manager for a copy.

2.16.1. Permanent restricted areas include the F-15E Ramp, the Transient Ramp and the KC-135 Ramp.

2.16.2. Temporary restricted areas include but are not limited to the Alert Apron and the Wash Rack.

2.16.2.1. When aircraft are parked within these areas, the area will be designated a restricted area. Entry requirements will be a home base restricted area badge (AF Form 1199A, *USAF Restricted Area Badge Accountable*), or crew orders for aircrew members with valid ID card(s). Entry/exit from this area will be through an Entry Control Point (ECP).

2.17. Precision Approach Critical Areas:

2.17.1. SJAFB Precision approach critical areas are established to ensure integrity of Instrument Landing System (ILS) course signals and to meet ILS obstacle clearance requirements (see Figure 2.5.). During periods of low ceilings and/or visibility (less than 800 ft/2 SM), restrictions to aircraft and vehicle operations are required to protect these areas.

2.17.2. SJAFB utilizes VFR Hold Lines on all taxiways except Taxiways B and J where INST hold lines are used to protect the critical areas. **Note:** See Figure A2.4. and SJAFBI 13-213, *Airfield Driving Instruction*.

2.17.3. Tower personnel shall ensure aircraft and vehicle operations in the Controlled Movement Area (CMA) are restricted IAW FAAO 7110.65 and AFI 13-204V3 *Airfield Operations Flight procedures and Programs* to protect these areas. Vehicle traffic on perimeter road does not impact ILS signal integrity; however, “NO STOPPING” is painted at two locations on Perimeter Road west of the 26 overrun to further minimize the chance of ILS signal interruption.

2.17.3.1. Runway (EOR) Crews are authorized to service aircraft within the INST hold lines without obtaining approval from Seymour Ground provided they adhere to the following restrictions.

2.17.3.1.1. EOR crews must not proceed within the INST hold lines until the aircraft they are servicing has entered the area. If entry must be made prior to the aircraft’s arrival in the area, the crew shall contact Seymour Ground prior to entering.

2.17.3.1.2. EOR crews shall proceed outside of the INST hold lines prior to, or as the aircraft exits, otherwise they shall contact Seymour Ground to gain approval to remain within the area.

Figure 2.10. Precision Approach Critical Areas.**RWY 08 Critical Areas (West End)****RWY 26 Critical Areas (East End)****2.18. Photographic and Videographic Activity on the Airfield:**

2.18.1. All official photography on the airfield will be coordinated through the 4 FW/PA, group commanders, or the 4 OSS/CC IAW AFI 31-101 ACC SUP 1.

2.19. Wear of Hats on the Airfield. Military and civilian hats will not be worn on the airfield due to increased risk of FOD. However, hard hats or any head protection necessary for official duties may be worn on the airfield.

2.20. Electronic Device Policy. IAW AFI 21-101, *Aircraft and Equipment Maintenance Management*, the use of personal electronic devices (cell phones, beepers, pagers, portable music/game players) are prohibited on the airfield, munitions areas, hangars, and/or other industrial work areas. This prohibition does not include common areas such as office areas, break or ready rooms. Government equipment issued for the performance of official duties must be appropriately marked/identified, and are exempt from this prohibition.

2.21. Smoking Policy. IAW AFI 40-102 and AFI 91-203, smoking on the airfield, including the RWY, TWYs and apron areas is prohibited.

2.22. Snow Removal. For snow removal, all parties should reference the 4 FW *Snow and Ice Control Plan*. This plan can be found on the 4 FW Plans and Evaluations SharePoint site under 4 FW Plans Index.

2.23. Hazardous Weather Notification. 26 OWS at Barksdale AFB, LA, will disseminate weather watches, warnings and advisories using the weather dissemination system. 26 OWS will also place a courtesy call to the 4 FW/CP when a weather watch, warning and/or advisory is issued for SJAFB.

2.23.1. Forecast Weather Watch. Forecast watches are issued IAW AFMAN 15-129, *Air and Space Weather Operations, Processes and Procedures*. 26 OWS will issue a forecast weather watch for within 5 NM of the runway complex on SJAFB when the potential for the criteria defined in Table 2.1 exists.

Table 2.1. Forecast Weather Watch Criteria and Minimum Desired Lead-Times.

Criteria	Desired Lead-Time
Tornadoes	4 hours
Damaging Winds \geq 50 Knots	4 hours
Large Hail \geq 3/4 Inch Diameter	4 hours
Freezing Precipitation (Any Intensity)	4 hours
Heavy Rain \geq 2 Inches within 12 Hours	4 hours
Heavy Snow \geq 2 Inches within 12 Hours	4 hours
Lightning Within 5 NM	30 minutes

2.23.2. Forecast Weather Warning. Forecast warnings are issued IAW AFMAN 15-129. The 26 OWS will issue a forecast weather warning for within 5 NM of the runway complex when the criteria defined in Table 2.2 occurs, or is expected to occur.

Table 2.2. Forecast Weather Warning Criteria and Minimum Desired Lead-Times.

Criteria	Desired Lead-Time
Tornadoes	15 minutes
Damaging Winds \geq 50 Knots	60 minutes
High Winds \geq 35 but $<$ 50 Knots	30 minutes
Large Hail \geq 3/4 Inch Diameter	60 minutes
Hail \geq 1/2 but $<$ 3/4 Inch Diameter	30 minutes
Hail $<$ 3/4 Inch	30 minutes
Freezing Precipitation	60 minutes
Heavy Rain \geq 2 Inches within 12 Hours	120 minutes
Heavy Snow \geq 2 Inches within 12 Hours	120 minutes

2.23.3. Observed Weather Warning. Observed weather warnings for observed lightning within 5 NM of the runway complex on SJAFB are issued by 4 OSS/OSW IAW AFMAN 15-129 when on duty. 26 OWS will issue the observed lightning warning when the SJAFB weather observer is not on duty. 26 OWS is limited to cloud-to-ground and ground-to-cloud lightning strike data from the National Lightning Detection Network. Other lightning strike occurrences (e.g. cloud- to-cloud lightning) will not be detected or observed by 26 OWS. Observed potentially hazardous weather from the Tower (e.g., lightning) not previously reported and/or forecasted, will be reported immediately to 4 OSS/OSW, or AMOPS for dissemination.

2.23.4. Forecast Weather Advisory. Forecast weather advisories are issued IAW AFMAN 15-129. 26 OWS will issue a forecast weather advisory for within 5 NM of the runway complex on SJAFB when the criteria defined in Table 2.3 occurs, or is expected to occur.

Table 2.3. Forecast Weather Advisory Criteria and Minimum Desired Lead-Times.

Criteria	Desired Lead-Time
Winds \geq 25 but $<$ 35 Knots	30 minutes
Snow Accumulation \geq 1/2 Inch but $<$ 2 Inches in 12 hours	120 minutes
Temperature $<$ 20°F	12 hours

2.23.5. Observed Weather Advisory. Observed weather advisories are issued IAW AFMAN 15-129. 4 OSS/OSW will issue an observed weather advisory while on shift and the 26 OWS will issue an observed weather advisory for within 5 NM of the runway complex on SJAFB when the SJAFB weather observer is not on duty and when the criteria defined in Table 2.4 occurs.

Table 2.4. Observed Weather Advisory Criteria and Minimum Desired Lead-Times.

Criteria	Desired Lead-Time
Lightning (Within 10 NM)	First Observed
Ice FOD	First Observed
Neuse River Flood Conditions (19 ft or greater at Arrington Bridge gauge)	First Observed

2.24. Lightning within 5 NM Procedures:

2.24.1. When lightning occurs within 5 NM (LW5) of SJAFB, airfield operations are suspended. ATC will broadcast *LIGHTNING WITHIN 5 EXISTS AT SEYMOUR JOHNSON AIR FORCE BASE*. The SOF may approve full stop landings; however, airfield personnel (e.g. maintenance, weapons, fuels personnel, etc.) will remain sheltered while a LW5 condition exists. Aircraft should neither fly approaches nor land during LW5 unless approved by SOF. Any deviations from these rules (i.e. support for emergency aircraft) may be approved by SOF.

2.24.2. Duty IP may approve 916 ARW aircraft to land during LW5 conditions. Aircrews will contact Duty IP with landing request. If approved, the Duty IP will relay approval to 4FW SOF.

2.25. Airfield Maintenance, Construction and Closure:

2.25.1. Any work on or near TWYs, RWYs or ramps shall be pre-coordinated with the Airfield Manager (AFM) or designated AMOPS representative. Construction or installation work affecting the use of airfield facilities and/or environment shall not be made without prior coordination with AFM or AOF/CC.

2.25.2. The AFM, or designated representative, will brief the work supervisor on hazards and clearance requirements and will coordinate as necessary with appropriate agencies to ensure the safe operation of construction, work and/or airfield maintenance operations.

2.25.3. Responsibilities:

2.25.3.1. AMOPS:

2.25.3.1.1. Participate in projects from planning phase through project completion.

2.25.3.1.2. Ensure positive control of contractors working on the airfield.

2.25.3.2. 4 CES, 4 FW/SE, TERPS Liaison and the AFM shall conduct joint inspections with emphasis on “waiver impact” of affected construction area(s) before and after completion of any major RWY, TWY or apron construction, and/or exercises, or mission changes affecting existing aircraft parking/taxiing and airfield procedures.

2.25.3.3. 4 CES shall:

2.25.3.3.1. Ensure contracts for airfield construction contain safety and marking guidance found in Engineering Technical Letter (ETL) 04-2, *Standard Airfield Pavement Marking Schemes*; AC 150/5340-1, *Standards for Airport Markings*; AC 150/5370-2, *Operational Safety on Airports During Construction and Construction Phasing Plan* and UFC 3-260-1, Appendix B, Section 14, *Airfield and Heliport Planning and Design*.

2.25.3.3.2. In conjunction with the AFM, hold meetings as needed during and prior to airfield projects. As a minimum, the following agencies shall be present: 4 FW and 916 ARW Flight Safety, 4 OG/OGV, AMOPS, and Construction Management.

2.25.3.4. 4 CONS shall:

- 2.25.3.4.1. Ensure the statement of work for contracts for airfield construction contain language that the contractor shall be required to attend weekly meetings during the project and at least 1 meeting the month prior to airfield projects commencing.
 - 2.25.3.4.2. Ensure contracts for airfield construction contain airfield driving requirements and that the contractor is responsible for coordinating airfield driving for all contractors.
- 2.25.4. Requests for airfield restrictions or closure shall be submitted through the Airfield Manager.

2.26. Closing/Suspending RWY Operations. The 4 FW/CC or 4 OG/CC may authorize airfield closures that do not exceed 4 days, including days already published closed, to support short-notice emergency maintenance requirements, or other short-term requirements to include goal/training days and holidays. Closures scheduled for more than 4 days must be approved by HQ ACC/A3. The airfield may close on a recurring basis up to 8 hours per month for airfield maintenance. The AFM requests airfield restrictions or closures for scheduled and unscheduled maintenance/construction from the 4 OG/CC.

2.26.1. The AFM has the authority to open/close/resume RWY operations IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs*, and AFI 13-213. The AFM/AMOPS and Tower Watch Supervisor/Senior Controller have authority to suspend operations to the RWY.

2.26.2. RWY operations will be suspended under for following conditions:

2.26.2.1. An accident has occurred on or near the RWY.

2.26.2.2. An aircraft has an emergency (i.e., in which debris or other hazardous material might be left on the RWY) or stops on the RWY. The Tower will suspend RWY operations after the emergency aircraft lands.

2.26.2.3. Any conditions exist that constitutes a hazard (e.g., FOD, bird condition, snow removal, arresting system maintenance/configuration changes, airfield construction, pavement repair, etc.).

2.26.2.4. Wide body/heavy aircraft (e.g., B-52, B-747, C-5, etc.) arrivals and departures. Checks behind other aircraft may be performed as deemed necessary by the Airfield Manager. Procedures will be developed between Airfield Management and the Control Tower to specify actions to be taken.

2.26.3. AMOPS personnel will visually inspect the RWY after any of the conditions listed above and notify the Tower when the RWY is safe to resume operations. **Note:** The SOF may waive the airfield check following an emergency landing depending on the nature of an emergency. FOD checks should not be waived following an aircraft engaging an arresting system.

2.27. Permanently Closed/Unusable Portions of the Airfield. These areas are identified IAW AF and FAA policies and procedures.

2.28. Airfield Sweeper Operations. Sweeper operations will be conducted IAW the Airfield Sweeper OI. This instruction will be reviewed annually. Contact AMOPS at 722-4097 for a copy.

2.29. Airfield Grass Mowing Operations. Grass mowing on the airfield will be conducted IAW Letter of Agreement between 4 CES and 4 OSS/OSA and the 4 FW BASH Plan. Contact AMOPS at 722-4097 for a copy.

2.30. Maintenance Directed Quick Freeze Procedures. Quick Freeze procedures temporarily halt aircraft ground movement on portions of the airfield after an object such as a tool or aircraft part is misplaced or lost causing a potential hazard to aircraft ground movements.

2.30.1. If the missing part is from an aircraft, maintenance personnel will review the aircraft forms to determine if the missing part was previously documented. If not, a Quick Freeze will be directed by a Maintenance Superintendent (SUPER) and will be implemented/coordinated through the MOCC. The following procedures will be followed when a Quick Freeze is directed:

2.30.1.1. The SUPER will notify the MOCC to initiate a Quick Freeze. If the location of the missing item cannot be determined, all aircraft ground movement may be suspended until the exact location can be specified.

2.30.1.2. The MOCC will notify the SOF, Fighter Squadron Top 3, Tower and AMOPS; passing the TWYs/RWYs effected by the Quick Freeze and a description of the missing item.

2.30.1.3. Tower will suspend ground movement on the affected areas, notify AMOPS that a Quick Freeze has been implemented and request AMOPS perform a visual inspection of the affected area. With the exception of the F-15E parking ramp, AMOPS will perform visual inspections of the affected areas and when complete, recommend that Tower resume aircraft movement in those areas. Maintenance retains the authority to resume operations on the F-15E ramp after a Quick Freeze is declared.

2.30.1.4. The MOCC will advise the SOF, Fighter Squadron Top 3 and AMOPS when the Quick Freeze is terminated.

2.30.2. When a missing item is discovered by a Crew Chief or EOR crew, maintenance procedures could result in a significant delay between the discovery of the missing part and when the Quick Freeze is declared as the aircraft forms are inspected. Operations Group personnel will follow the following procedures to minimize the potential of FOD damage during this time:

2.30.2.1. Aircrew will call the SOF to report a potential dropped object, pass the physical description of the missing object and the taxi route including parking location.

2.30.2.2. The SOF will pass the information to the Tower Watch Supervisor and direct termination of all aircraft ground operations along the affected route. Aircraft along that route will hold their position unless back taxiing on the active RWY. These aircraft will clear the RWY and hold on the appropriate TWY.

2.30.2.3. Tower will coordinate with AMOPS. AMOPS will inspect the affected areas and recommend resumption of ground operations up until the time maintenance determines the missing part was already accounted for in the aircraft forms. If a Quick Freeze is subsequently declared, AMOPS will continue its visual inspection until all affected areas are inspected or the Quick Freeze is terminated.

2.31. Mobile/Unattended Equipment. Vehicles and equipment (Ground Support (GSE) or Aerospace Ground Equipment (AGE)) will not be parked or left unattended within 200 feet of taxiway centerlines or within 125 feet from apron edges. Exception: Mobile GSE is permitted from clearance distance criteria when appropriately sited for aircraft functions within designated sub-pool areas or behind wingtip clearance lines (See Figure A2.9 Wing Tip Clearance Lines). Examples of GSE include: AGE, electrical carts, fire extinguisher carts, tow bars, and portable floodlights. When such equipment is NOT in use, it must be removed from the taxiways/aprons and stored in areas that do not violate aircraft clearance requirements. Support equipment may be placed not more than 3 hours before arrival of the aircraft the equipment is supporting and must be removed NLT 3 hours following that aircraft's departure. Designated sub-pools are painted on the airfield using white paint to ensure equipment does not impact aircraft operations (See Figure A2.8). Equipment must be fully contained within these designated areas. **NOTE:** Vehicle driving lanes on the F-15E ramp provide clearance for parked aircraft as well as aircraft taxiing on the centerline. Caution must be taken to ensure equipment is NOT pushed into or near a driving lane when not in use. At no time will the equipment exceed the lateral limits of the driving lane on the inner taxiway side.

2.32. Radar Warning Receiver (RWR) Checks. RWR Checks are conducted to test the ability of the F-15E to detect incoming threats. The Avionics Element (4 MXG/MXQA) will ensure the Team Supervisor of the squadron conducting RWR checks understands their responsibilities as described below. **Note:** For standardization purposes, RWR checks will normally be conducted on Wednesdays (primary) or Thursdays (alternate) and require 24-hour notice. When RWR checks are scheduled for any other day of the week, 48-hour coordination to AMOPS is required.

2.32.1. The Team Supervisor of the squadron conducting RWR checks will contact AMOPS at 722-4097 to provide 24-hour notice of their squadron's intent to conduct RWR checks. This notification will include the day, estimated start time and estimated completion time. RWR checks will only be conducted at the East end (Between Taxiways Hotel and Juliet) or West end (Between Taxiways Foxtrot and Bravo) depending on the active runway (see Figure A2.10). An additional call from the Team Supervisor will be made at least 2-hours prior to setting-up/pre-positioning any equipment on the airfield.

2.32.2. The Team Supervisor will notify AMOPS when RWR checks have been completed and when the equipment has been removed from the staging area. At no time will equipment be left unattended on the airfield.

2.32.3. Personnel manning the RWR traps must use handheld radios. RWR personnel will use "TRAP 1" as their call sign and must monitor the Tower Net at all times. RWR personnel must conduct a radio check with AMOPS to ensure their radio is working properly.

2.32.4. Personnel manning the RWR traps will remain vigilant for large frame aircraft that may inadvertently taxi onto a closed portion of the airfield. If a large frame aircraft is observed taxiing into the closed area, all RWR support equipment (trucks, light alls, etc.) must be moved at least 50 feet from the edge of the taxiway shoulder to allow adequate

wingtip clearance for the taxiing aircraft. Use of a marker (i.e., cones) to identify the distance is highly recommended. When the aircraft has passed, return all equipment to its original place and resume testing.

2.32.5. Upon notification, AMOPS personnel will complete the appropriate checklist which includes coordinating a NOTAM to close the portion of TWY Alpha to be utilized. AMOPS will perform a visual check of the area when notified RWR checks are complete. The purpose of this check is to verify that all RWR equipment has been removed prior to cancelling the NOTAM or allowing the NOTAM to expire.

2.32.6. Changes to these procedures must be coordinated with the AFM.

2.33. Airfield Waivers:

2.33.1. Permanent Airfield Waivers are established for violations to airfield design criteria that cannot be reasonably corrected and pose little or no threat to flying operations. Seymour Johnson currently has three permanent airfield waivers. Information on these waivers can be obtained from the 4 CES Community Planner (722-5572) or 4 OSS/OSA at 722-2491.

2.33.2. Temporary Airfield Waivers are established for correctable violations to airfield design criteria. Temporary waiver requests are approved by the MAJCOM Vice Commander and require an annual Risk Management review. Seymour Johnson currently has four temporary airfield waivers. These waivers are:

2.33.2.1. Ditches located in the South Runway Lateral Clearance Zone on the south side of the airfield. Project VKAG 00-3003 will correct this violation by installing underground drainage culverts. The estimated start date for this project is unknown due to project funding constraints.

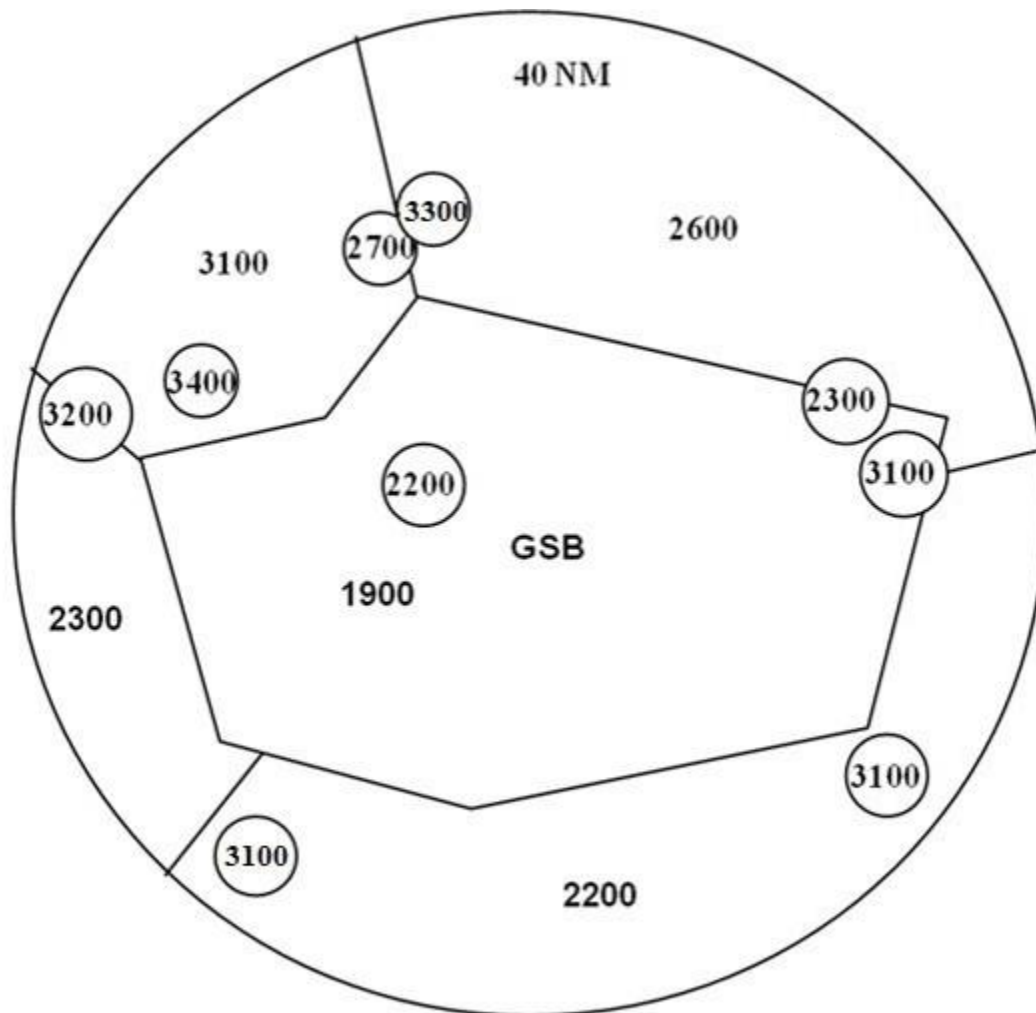
2.33.2.2. Ditches located in Runway Lateral Clearance Zones on the east side of the airfield. Project VKAG 00-3003 will correct this violation by installing underground drainage culverts. The estimated start date for this project is unknown due to project funding constraints.

2.33.2.3. Above ground POL Emergency Shut-off Valves violate Runway Lateral and Taxiway Clearance. Project VKAG 06-8004 will correct this violation by removing these valves. The estimated start date for this project is unknown due to project funding constraints.

2.33.2.4. Building 4522 AFFF pond and fence violate Taxiway Foxtrot Clearance. Project VKAG 13-1018A will correct this violation by installing an above ground tank. The estimated start date for this project is FY14.

3.1.3. Seymour Johnson Minimum Vectoring Altitude (MVA) Chart is shown in Figure 3.2.

Figure 3.2. GSB MVA.



3.2. Traffic Priorities:

3.2.1. First Priority: Separation of aircraft (military and civilian) and issuing safety alerts.

3.2.2. System priorities: FAAO 7110.65 requires special priority handling of different operational flights. For example, emergencies, Presidential support, air defense missions, flight check, MEDEVAC, NAOC, TACAMO, etc., requires special handling by the ATC system.

3.2.3. Local priorities: FAAO 7110.65 defined priorities will take precedence over locally defined aircraft priorities. NAOC/TACAMO aircraft initiating an active alert launch will have priority over all local operations excluding emergency aircraft and other stipulations defined in the FAAO 7110.65. Local operations are given the following priority:

3.2.3.1. Emergency aircraft

3.2.3.2. Alert Aircraft

3.2.3.3. Arrivals requiring special handling

3.2.3.4. Full stop landings

3.2.3.5. Departures

3.2.3.6. FTU practice approaches

3.2.3.7. Practice approaches (VFR & IFR)

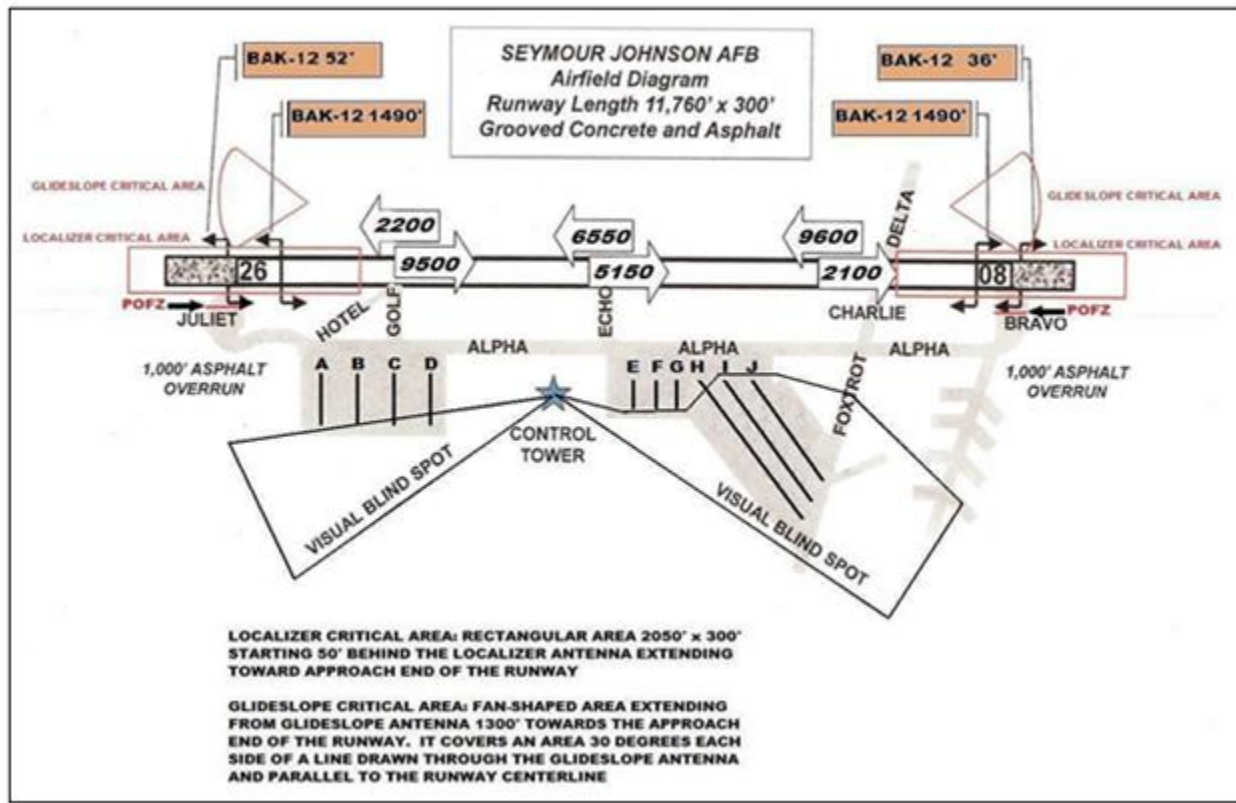
3.2.4. Priorities for practice approaches in the overhead pattern will be check rides, FTU student training, operational upgrade training, and continuation training. Aircraft without training requirements will be expected to full stop when the pattern becomes busy. Aircraft will be directed to exit the VFR pattern or full stop by Tower or SOF if congestion becomes a problem.

3.3. TWY Restrictions and Information:

Table 3.1. TWY Restrictions.

TWY	RESTRICTIONS
A	None
B	Limited to fighter aircraft only when EOR in use
C	None
D	None
E	None
F	F-15 size aircraft only or smaller
G	Limited to fighter aircraft only when EOR in use
J	Limited to fighter aircraft only when EOR in use

Figure 3.3. Visual Blind Spots.



3.3.1. Heavy Aircraft Jet Thrust Avoidance Procedures. While heavy aircraft are conducting taxi operations, Tower will provide safety advisories IAW FAAO 7110.65. Heavy aircraft landing RWY 08 can expect to exit at TWY Juliet, or may be back-taxed to TWYs Golf or Echo. (KC-135s heavier than 323,000 lbs. may not use TWY Golf). Heavy aircraft landing RWY 26 will normally exit at TWY Bravo.

3.3.2. Reduced jet blast clearance between parking rows and along the lateral limits of the F-15 Ramp, Transient Ramp and the Hazardous Cargo Pad. The Airfield Manager shall develop procedures to ensure CATM is notified of any inbound aircraft to the Hazardous Cargo Pad. Upon notification, all vehicles in the CATM parking lot shall be moved. Airfield Management personnel will be the final authority that all vehicles have been moved to a safe distance. The CATM parking lot shall remain clear of vehicles until the aircraft departs and upon notification from Airfield Management. CATM personnel shall use caution when on the north side of their building and will brief all visitors and students of the jet blast hazard.

3.4. Military Operations Area (MOA):

3.4.1. The FAA has designated Echo MOA for military aircraft to conduct required training with the exception of aerial refueling. All aircraft operating in the MOA shall have an operable transponder and squawk a code/subset assigned by RAPCON. Echo MOA is shown in Figure 3.4.

3.4.3.2. Monitor RAPCON assigned discrete frequency (263.15) while in the MOA. RAPCON does not monitor this frequency; however, the controller will use it to transmit any required ATC instructions while aircraft are in the MOA as well as provide VFR traffic advisory service on a workload-permitting basis.

3.4.3.3. Lead aircraft will squawk assigned code with Mode C. Other aircraft in the flight will squawk the code subset with Mode C. (subset examples: Flt Lead: 3452, #2: 3400, #3 3400)

3.4.3.4. Remain within the confines of the MOA and maintain VFR at all times.

3.4.3.5. Use the Seymour Johnson altimeter setting.

3.4.3.6. Only locally assigned fighter type aircraft will be allowed to share the Echo MOA, unless prior coordination has been accomplished. The flight lead that is scheduled or the MOA determines acceptance of other flights in the MOA simultaneously. Echo MOA will remain exclusive use unless the flight lead/aircraft commander of the scheduled range time accepts concurrent use. Altitude separation may be used in lieu of area separation if all flights agree, i.e. 7,000 ft MSL/AGL– 14,000 ft MSL/AGL and 15,000 ft MSL/AGL – FL 220. A separate discrete frequency may be issued to the second flight by RAPCON, depending on traffic load and frequency availability. **Note:** Flights under MARSAs are responsible for their own separation within Echo MOA. Flight leads are responsible for notifying the RAPCON if they are exiting the MOA and any of the flight is remaining in the MOA.

3.4.3.7. Five minutes prior to departing the MOA, advise RAPCON on the assigned approach frequency of the intent to depart and state desired recovery/flight plan option.

3.4.3.8. Prior to step, if unable to make your scheduled MOA time notify 4 OSS/OSO. If after step, notify the RAPCON.

3.4.4. RAPCON Responsibilities:

3.4.4.1. Based on the flying schedule or upon request for the Echo MOA by an aircraft, RAPCON personnel shall coordinate with the appropriate ATC agencies to obtain use of the Echo MOA.

3.4.4.2. RAPCON will issue the following phraseology to base assigned aircraft: (*CALL SIGN*) *ENTRY INTO ECHO MOA APPROVED, MAINTAIN VFR BLOCK (ALTITUDE) THROUGH (ALTITUDE), (RESTRICTIONS IF ANY). MONITOR (FREQUENCY)*. Radar service is automatically terminated once base assigned aircraft are cleared within the confines of the Echo MOA.

3.4.4.3. RAPCON personnel will use the phraseology in 3.4.4.2 when transient aircraft request the Echo MOA followed by *ADVISE RAPCON FIVE MINUTES PRIOR TO RTB ON 290.9/273.6*. Transient aircraft shall be instructed *RADAR SERVICE TERMINATED* prior to frequency change to the MOA monitor frequency.

3.4.4.4. Approval to enter the Echo MOA also includes approval to enter and exit ATC Assigned Airspace from FL180 to FL230 unless restricted (Center rarely approves above FL220). RAPCON will assign the upper altitude limit as received from Washington Center unless the Seymour Johnson altimeter is below 29.92. When the local altimeter is

below 29.92, RAPCON will assign a flight level 1,000 ft below the Washington Center approved flight level.

3.4.4.5. All aircraft shall be radar identified prior to exiting the confines of the Echo MOA IAW FAAO 7110.65 guidance.

3.5. Departure Procedures . In order to protect the overhead pattern here at Seymour Johnson AFB, all base assigned aircraft (4 FW and 916 ARW), regardless of what departure procedure, stereo flight plan (See para. 3.6.) or local climb-out procedure (See para. 3.9.) they are issued, are restricted on departure to cross the end of the runway at or below 1000' MSL. If aircrew cannot comply with or wish to waive this restriction then they shall request an unrestricted or quick-climb (See para. 3.8.).

3.6. Stereo Flight Plan Procedures. All aircraft contact RAPCON Clearance Delivery for stereo flight plans. Aircraft are responsible to comply with the clearance in the stereo flight plan unless otherwise specified by ATC. **NOTE:** The following flight plans have specific departure procedures listed: BAT 2/6/8, ECHO 1, GATOR 5/6/18/19, ROOTR 1/6/16, and RADAR.

3.7. Non-Standard Formation Departures. Flight leads shall inform Tower at the time takeoff clearance is requested of intended non-standard formation departure procedures. The flight lead shall include whether the non-standard formation will join prior to exiting SJAFB airspace or continue to Washington Center. The last aircraft of the non-standard formation shall squawk the subset of the flight lead's assigned transponder code with Mode C.

3.8. Quick/Unrestricted Climbs:

3.8.1. 4 FW aircrews shall request quick or unrestricted climbs from Seymour Ground with initial taxi request. *Phraseology: SEYMOUR GROUND, (ACID), TAXI WARPARTY OF TWO WITH INFORMATION CHARLIE. QUICK (OR UNRESTRICTED CLIMB) TO (ALTITUDE) ON REQUEST.*

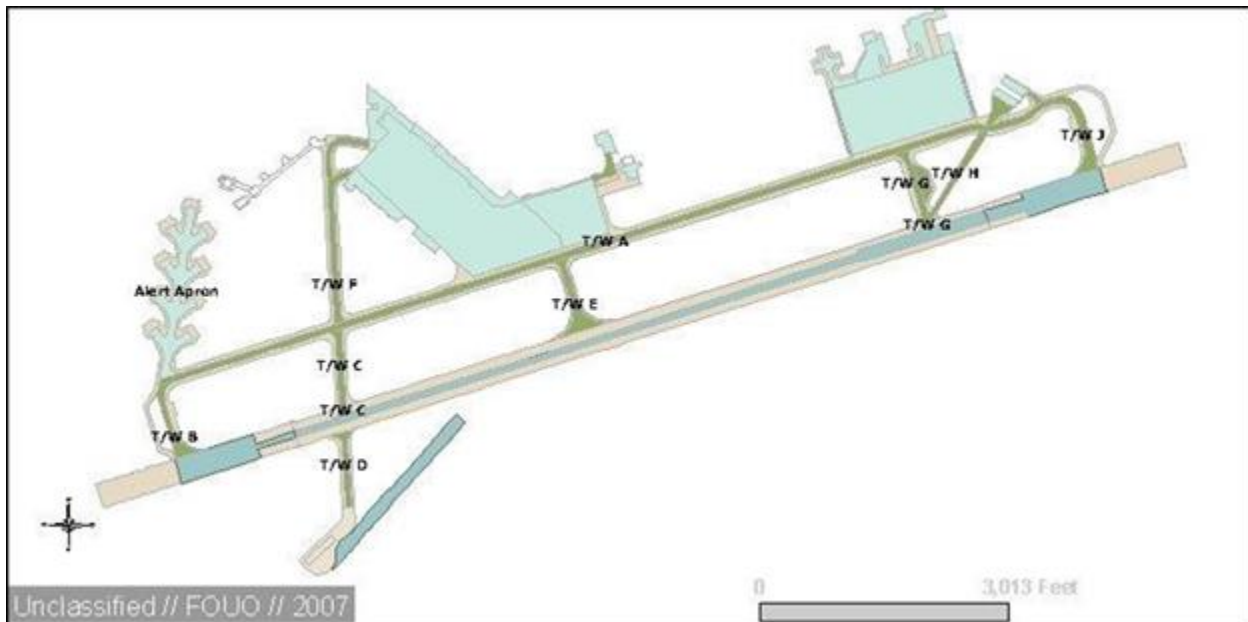
3.8.2. Tower will instruct aircraft when quick/unrestricted climbs are approved and provide the initial assigned altitude. Aircraft authorized quick climbs will cross departure end of the RWY at or below 1,000 ft MSL. Unrestricted climbs do not have a departure end restriction and are authorized by exception. *Phraseology: (ACID), QUICK CLIMB APPROVED, MAINTAIN (APPROVED ALTITUDE).*

3.8.3. Aircrew requests for quick/unrestricted climbs may be denied or initial requested altitudes may be adjusted based on traffic conditions, workload, and/or equipment limitations. The RAPCON is the approval authority for quick or unrestricted climb requests.

3.9. Intersection Departures. Pilots retain the prerogative to use the full RWY length or request a departure intersection other than that issued by the Tower. Tower shall include RWY length information when issuing taxi instructions to transient aircraft for an intersection takeoff. Usable RWY lengths from intersections will be issued to base assigned pilots at their request (see Figure 3.5).

Table 3.2. Usable RWY Length from Intersections.

INTERSECTION	RWY 08	RWY 26
TWY Charlie/Delta	9,600 ft	2,100 ft
TWY Echo	6,550 ft	5,150 ft
TWY Golf	2,200 ft	9,500 ft

Figure 3.5. Usable RWY Lengths.**3.10. Local Climb Out Procedures:**

3.10.1. To ensure separation for aircraft in the night VFR pattern, or the overhead when the weather is VFR, RAPCON shall issue the following climb out instructions to aircraft making touch-and-go landings, stop-and-go landings, and low approaches from an instrument approach, whether they are entering the Tower pattern or remaining with RAPCON:

3.10.1.1. RADAR Pattern: North/South Climb-out RWY 08 or 26- *CROSS DEPARTURE END OF RWY AT OR BELOW ONE THOUSAND, TURN LEFT/RIGHT HEADING 350/180, CLIMB AND MAINTAIN THREE THOUSAND.*

3.10.1.2. Tower Pattern: Tower Climb-out RWY 08 or 26- *CROSS DEPARTURE END OF RWY AT OR BELOW ONE THOUSAND, MAINTAIN VFR, CONTACT TOWER* (aircraft that are entering the Tower pattern). **Note:** These climb out instructions may be issued to all base aircraft by stating *EXECUTE LOCAL CLIMB OUT (NORTH/SOUTH), DEPARTURE FREQUENCY (frequency), SQUAWK (code)*. However, they shall be issued to all transient aircraft as stated in paragraph 3.10.1.1. or 3.10.1.2. above.

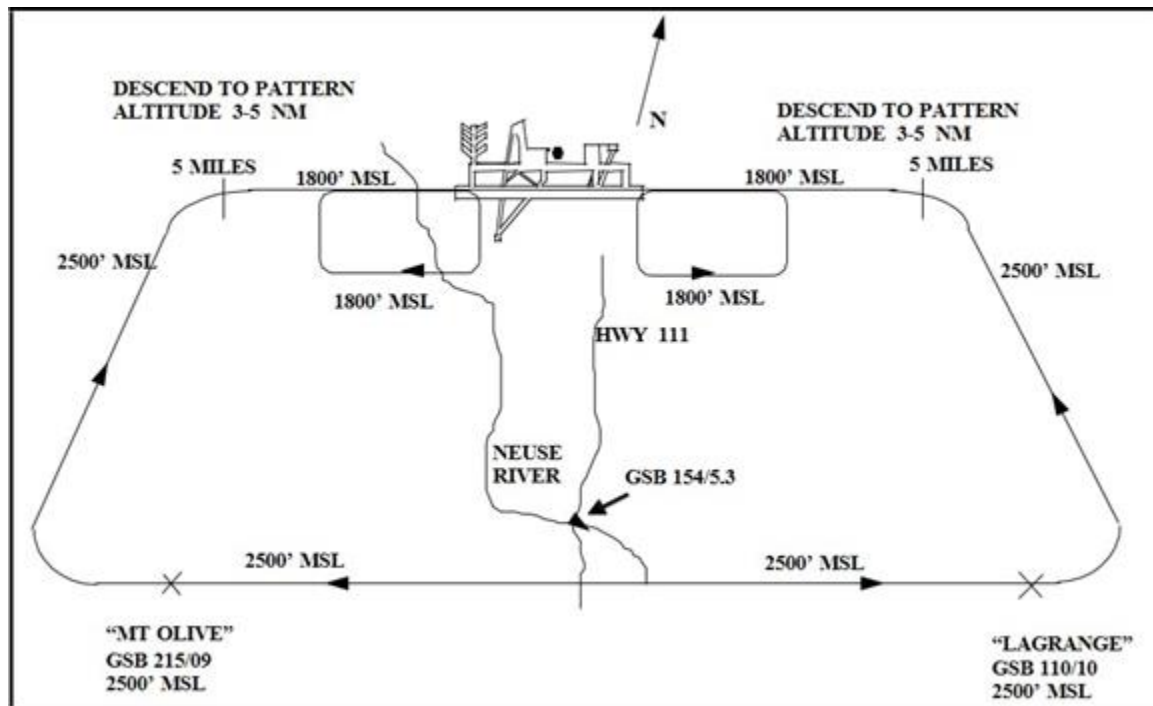
3.10.2. Any time there is an aircraft in the overhead pattern, Tower shall ensure separation by issuing the following climb out instructions to all transient IFR departures, all VFR departures, and all aircraft entering the Tower pattern from takeoff: *CROSS DEPARTURE END OF RWY AT OR BELOW ONE THOUSAND. NOTE:* All SJAFB assigned aircraft shall automatically cross the departure end of RWY at or below 1,000 ft MSL to protect the overhead pattern, unless approved for an unrestricted climb.

3.11. Approach and Landing Pattern:

3.11.1. Preferred Recovery Policy: The overhead pattern is the preferred recovery for day-to-day flying operations. During an IFE, the aircrew will determine the most appropriate recovery procedure. If recovering IFR to the VFR pattern, expect vectors to 10 NM initial or a 5 NM VFR straight-in. IFR separation will be maintained until 3-5 NM initial unless the aircraft cancels IFR. Remain on approach frequency until advised to contact Tower.

3.11.2. VFR Recoveries: Basic radar advisory services are automatically provided for VFR recoveries. Aircraft shall contact RAPCON prior to 35 NM from the field and state the ATIS code and intentions (vectors to initial/tactical initial, VFR straight-in, etc.). Traffic sequencing and de-confliction vectors issued by the RAPCON will be followed unless safety of flight is a factor. Pattern entries via Mt Olive and La Grange may be approved unless Tower or radar pattern sequencing prevents it. If traffic conditions warrant, VFR flights may be instructed to proceed direct to a specified mileage for extended initial or straight-in entry. *Phraseology: PROCEED DIRECT ONE ZERO MILE INITIAL, CONTACT TOWER.*

Figure 3.6. VFR Traffic Pattern.



3.11.2.1. VFR Traffic Patterns (see Figure 3.6.):

3.11.2.1.1. Overhead Pattern: Flown by fighter aircraft at 1,800 ft MSL. Weather minimums are 3000/3. Break is over the approach end unless otherwise instructed by Tower.

3.11.2.1.2. Rectangular Pattern: Flown by cargo type aircraft at 1,300 ft MSL. Weather minimums are 2000/3.

3.11.2.1.3. The Tower Watch Supervisor has the final authority to open/close the Tower VFR traffic patterns based on weather conditions, operational need, traffic conditions, or workload limitations. The SOF may direct full stop landings at any time.

3.11.2.2. IMC En Route to the Reporting Point: If aircraft are required to enter IMC while VFR to the pattern, they will contact the appropriate ATC facility for an IFR pickup prior to penetration. Subsequent VFR operations may be resumed once clear of IMC (using standard "Cancel IFR" terminology). If aircrews are not able to maintain VFR by 3,000 ft MSL or 10 NM to the field, they shall maintain IFR and request an instrument approach.

3.11.2.3. Breakouts: If a conflict between aircraft on an extended initial off Mt Olive or LaGrange (i.e., aircraft proceeding to a point further than the standard 3-5 mile initial point) and an aircraft on a 45 degree turn to initial occurs, (i.e., aircraft entering initial from radar control) the aircraft on extended initial has the right-of-way. Aircraft on the 45 degree turn to initial will, if necessary to avoid the conflict, execute a climbing turn towards the inside of the pattern at or above 2500 ft MSL and await/request further instructions from ATC.

3.11.2.4. La Grange or Mt Olive Re-entry Following Low Approach or Touch-and-Go: Climb to 2,500 ft MSL after the departure end of the RWY and proceed south of the field to the re-entry point as described below, report reaching the re-entry point. All aircraft re-entering over La Grange or Mt Olive shall be considered requesting initial unless a straight-in approach is specifically requested prior to reaching the La Grange or Mt Olive reporting points. Requesting a straight-in approach prior to reaching the reporting points will allow for proactive sequencing by air traffic control (see para 3.10.2.5). Maintain 2,500 ft MSL until 3-5 NM initial. Report reaching initial (see Figure 3.5).

3.11.2.4.1. RWY 08: Head approximately 200 degrees until the GSB 154/5.3 (where Hwy 111 crosses the East/West portion of the Neuse River), then right to heading of 260 degrees for Mt Olive.

3.11.2.4.2. RWY 26: Head approximately 120 degrees until the GSB 154/5.3, then turn left to a heading of 080 degrees for La Grange.

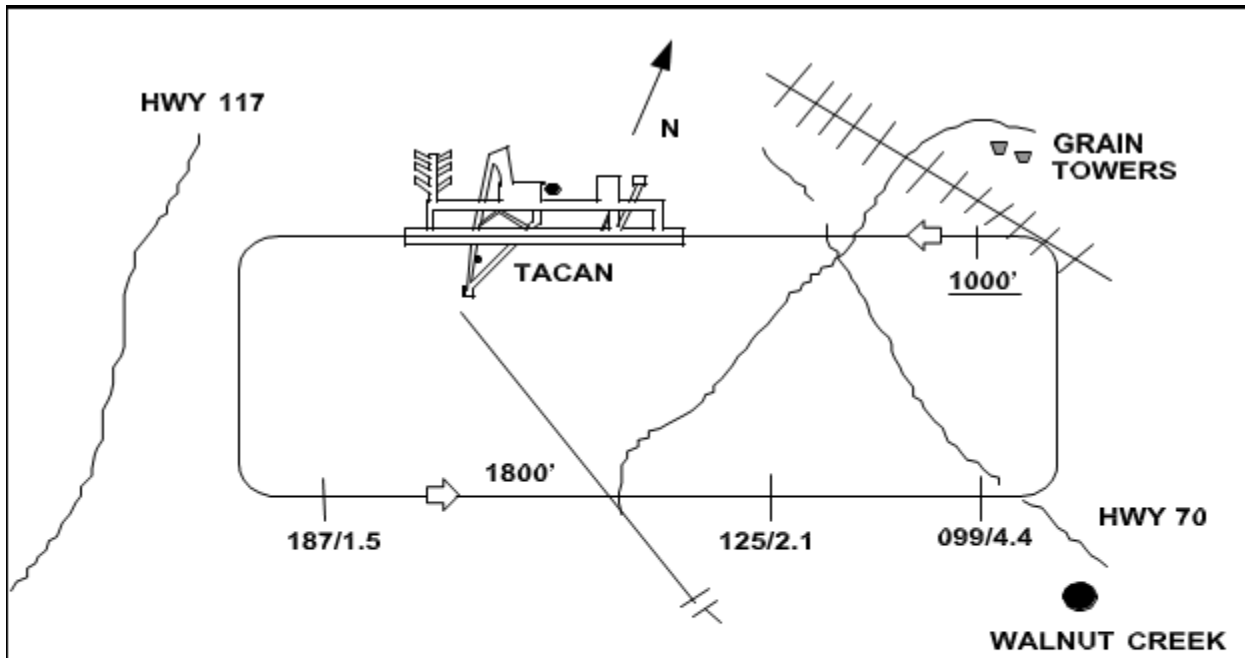
3.11.2.5. VFR straight-ins from Mt Olive or La Grange:

3.11.2.5.1. Aircraft will request re-entry for a VFR straight in when on-the-go. Tower may not be able to approve a straight in based on traffic conditions.

3.11.2.5.2. Fly the normal VFR pattern ground track for re-entry. Report reaching the re-entry point.

- 3.11.2.5.3. When cleared by Tower, descend to 1,300 ft MSL and configure.
- 3.11.2.5.4. Visually clear the final approach corridor for traffic and proceed to a 5 NM final at 1,300 ft MSL.
- 3.11.2.6. Short Initial: Climb to 1,800 ft MSL after the departure end of the RWY and proceed south of the field. Remain within 5 NM of the field. Enter a 3 NM initial, or as directed by the Tower.
- 3.11.2.7. Closed Maneuvers: Aircraft conducting practice approaches in the VFR traffic pattern shall, as soon as possible after completion of low approach or touch and go, advise the Tower of intentions. After receiving approval from the Tower, closed maneuvers will be initiated at the departure end of the RWY. **Note:** Due to pilot training requirements and that climb-out is a critical phase of flight, the Tower will seek to limit control instructions to aircraft on the go and await the aircrew's request. However, the Tower will issue control instructions to aircraft on the go when safety of flight or traffic volume dictates.
- 3.11.2.7.1. Should circumstances warrant (i.e. fuel/pattern spacing), a closed pattern initiated from other than the departure end of the RWY may be requested by the pilot. Upon closed traffic clearance or request from Tower for midfield, present position, pilot's discretion, etc., the closed pull-up may be initiated no earlier than midfield.
- 3.11.2.7.2. Fly downwind at 1,800 ft MSL. **NOTE:** KC-135 requesting closed pattern will fly downwind at 1,300 ft MSL (see Fig 3.8.)
- 3.11.2.8. 4 FW Night VFR Pattern (see Figures 3.6 and 3.7):
- 3.11.2.8.1. Required weather is 3000/5. Pattern will be entered from an instrument approach or initial takeoff. RWY PAPI lights and the Tower CTRD must be operational. A maximum of 3 aircraft will be allowed in the pattern at any time. The night VFR pattern is to only be flown by the FTU squadrons in direct fulfillment of syllabus requirements or to regain FTU instructor familiarity.
- 3.11.2.8.2. Radio calls: Once on the go after an instrument approach (or from initial takeoff), contact Tower (Ch 3) and request (*ACID*), *ON THE GO, REQUEST NIGHT VFR PATTERN, LOW APPROACH/TOUCH AND GO/FULL STOP*. If desiring to go to the RADAR pattern after executing a VFR pattern, add *TO RADAR* to your request.
- 3.11.2.8.3. Tower shall coordinate with RAPCON prior to releasing aircraft to the RADAR pattern from the Night VFR pattern.
- 3.11.2.8.4. Pattern adjustments are limited to upwind/downwind extensions as required to maintain separation from arriving traffic. Tower may also issue clearance for aircrew to maintain pattern altitude (or 2,300 ft MSL if advised) and follow the Night VFR pattern ground track until told otherwise.
- 3.11.2.9. Simulated Flameout patterns (SFO): **SFO PATTERNS ARE NOT AUTHORIZED AT SJAFB.**

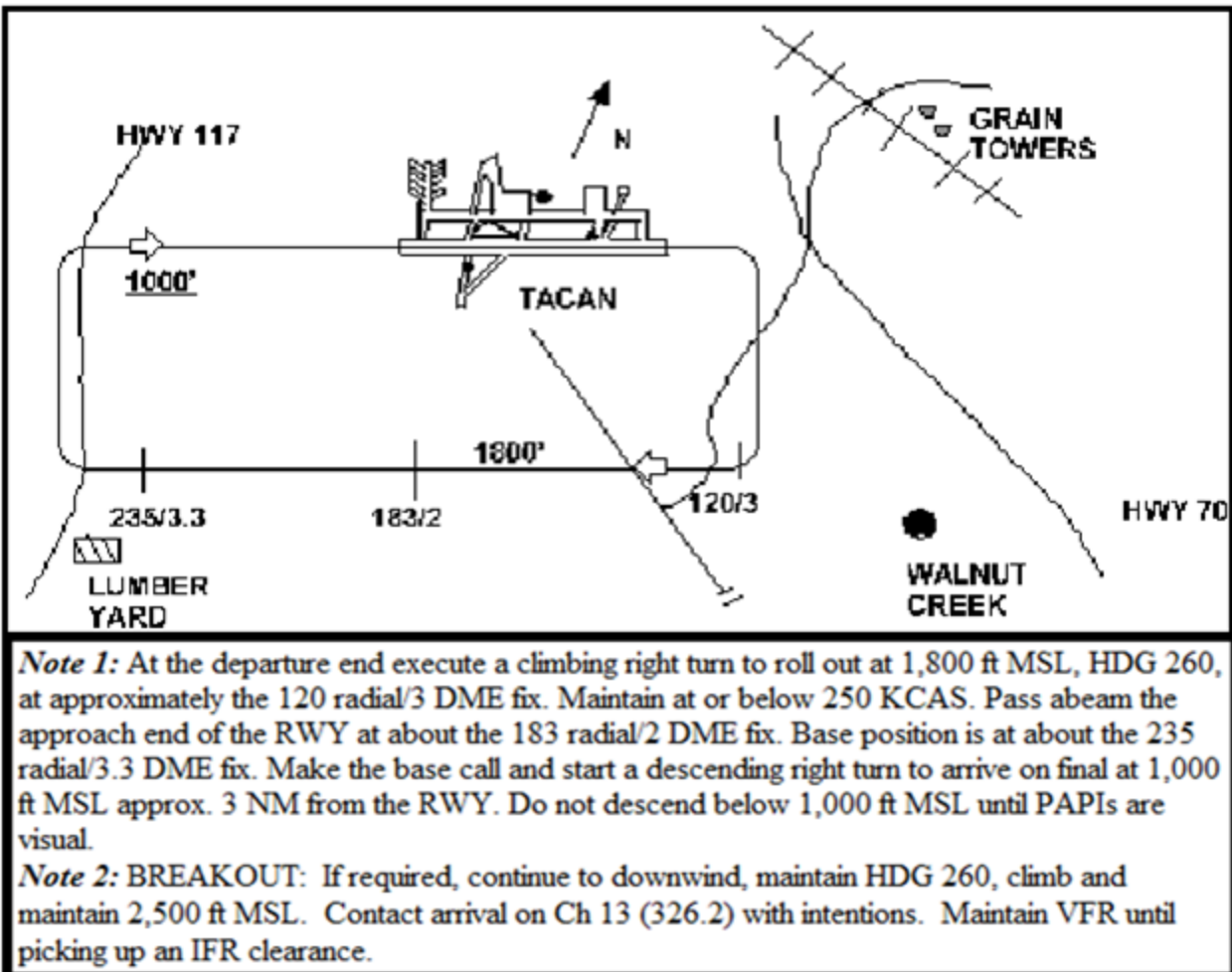
Figure 3.7. Night VFR Pattern (RWY 26) (see Notes 1 and 2).



Note 1: At the departure end execute a climbing left turn to roll out at 1,800 ft MSL, HDG 080, at approximately the 187 radial/1.5 DME fix. Maintain at or below 250 KCAS. Pass abeam the approach end of the RWY at approximately the 125 radial/2.1 DME fix. Base position is at about the 099 radial/4.4 DME fix, approaching abeam grain towers (red strobes). Make the base call and start a descending left turn to arrive on final at 1,000 ft MSL approximately 3 NM from the RWY. Do not descend below 1,000 ft MSL until PAPIs are visual.

Note 2: BREAKOUT: If required, continue to downwind, maintain HDG 080, climb and maintain 2,500 ft MSL. Contact arrival on Ch 13 (326.2) with intentions. Maintain VFR until picking up an IFR clearance.

Figure 3.8. Night VFR Pattern (RWY 08) (see Notes 1 and 2).



3.11.2.10. 4 FW Restricted VFR (RVFR) Pattern:

3.11.2.10.1. Required weather is 2300/3. Request pattern with Seymour Approach. Pattern will be entered from either an instrument approach procedure, visual straight-in, or VFR straight-in. A maximum of two aircraft will be allowed in the pattern at any time. The pattern will only be used from sunrise to sunset. RVFR pattern will not be utilized if the Bird Watch Condition (BWC) is moderate or greater. The Tower CTRD must be operational. The Tower Watch Supervisor has approval authority for 4 FW use of the RVFR pattern.

3.11.2.10.2. After go around from approach contact Tower, (*CALL SIGN*), (*ON THE GO REQUEST CLOSED*), (*STATE INTENTIONS*). Pull closed at departure end. Fly the required pattern (normal or no flap as required for training).

3.11.2.10.3. Traffic priority will be as outlined in paragraph 3.2 and limited to FTU syllabus training and instrument check rides.

3.11.2.10.4. Pattern adjustments are limited to upwind extension, re-entry to short initial, and holding at 1,800 ft MSL following the overhead pattern ground track.

3.11.2.10.5. Re-entries to Mt Olive or La Grange are not authorized.

3.11.2.10.6. Breakouts will be as follows:

3.11.2.10.6.1. Aircraft on downwind will be directed by Tower to break out and report short initial. Aircraft will then proceed to short initial, turn/call *SHORT INITIAL (STATE INTENTIONS: I.E., TOUCH AND GO/FULL STOP/ETC.)*.”

3.11.2.10.6.2. Aircraft on short initial directed back to radar by Tower, *(ACID) CARRY STRAIGHT THROUGH INITIAL, EXECUTE LOCAL CLIMBOUT NORTH, SQUAWK (CODE), MAINTAIN VFR AND CONTACT ARRIVAL LOCAL CHANNEL 13*. Aircraft will then execute North Climb-out at the departure end and contact Arrival, *ARRIVAL, (ACID), NORTH CLIMBOUT, REQUEST IFR PICKUP*. Aircraft will be given a squawk and cleared to SJAFB via radar vectors.

3.11.2.10.6.3. In addition, Tower may instruct aircraft on the go to exit the restricted VFR pattern, *(ACID) FLY RWY HEADING MAINTAIN VFR SQUAWK (CODE), CONTACT ARRIVAL LOCAL CHANNEL 13*. Aircraft will then execute climb-out as directed and contact arrival: *ARRIVAL, (ACID), RWY HEADING, REQUEST IFR PICKUP*.

3.11.2.10.7. Cut-off for aircraft conducting a straight-in with aircraft in the RVFR pattern: F-15E aircraft in the RVFR pattern that has not initiated a base turn prior to an aircraft on a straight-in reaching 5-mile final will be issued a left turn (RWY 26 in use) or right turn (RWY 08 in use) to follow the overhead pattern ground track at 1,800 ft MSL.

3.11.3. IFR Recoveries: When the overhead pattern is closed, a radar trail instrument approach is the preferred recovery. Initial contact with RAPCON will include the current ATIS code, type of recovery desired (i.e., TACAN approach, etc.) and type of landing. Split-ups of 4-ship flights, if desired, should be accomplished with Washington Center using “split recovery” flight plans.

3.11.3.1. Radar Final Control (RFC) Service: Seymour Johnson RAPCON is not equipped or staffed to provide RFC service (i.e., PAR approaches and instrument approach (ILS/TACAN) radar monitoring/flight following). All arriving aircraft will be transferred to tower frequency at approximately 10-mile final regardless of weather conditions (during both day and night operations). The only exception to this procedure is during simultaneous failure of both the TACAN and ILS glideslope to the active runway and localizer only approaches are being conducted.

3.11.3.2. Climb-out: Aircraft executing multiple practice approaches will be issued climb out IAW paragraph 3.9 on the first approach. Controllers will issue climb out for succeeding approaches on pilot request.

3.11.3.3. Radar Trail Recovery Procedures: The following procedures are applicable to radar trail recoveries flown at SJAFB only IAW AFI 11-2F-15EV3_SJAFBSUP, *F-15E Operations Procedures*.

3.11.3.3.1. Radar trail recovery is limited to a maximum of four aircraft. The last aircraft will squawk the beacon code subset of the lead aircraft.

3.11.3.3.2. Required spacing between each aircraft is 9,000 - 12,000 feet. Intermediate aircraft will maintain altitudes between the lead and trail aircraft. Spacing between flights is IAW AFI 11-2F-15EV3 and AFI 11-2F-15EV3_SJAFBSUP.

3.11.3.3.3. Recovery profiles are available in AFI 11-2F-15EV3_SJAFBSUP.

3.11.3.3.4. Radar vectors: If spacing was not established prior to the en route descent, flight leads should direct drag maneuvers for each flight member in sufficient time to ensure required spacing is obtained prior to turning final. **Note:** ATC must be advised prior to commencing radar trail (drag) or any non-standard formation.

3.11.3.3.5. Reverse formation recovery: If the lead call sign aircraft is recovering in trail of the flight, the lead call sign aircraft will continue to squawk the ATC assigned beacon code and inform the RAPCON of the reverse formation. The first aircraft of the reverse radar trail formation will squawk an assigned ATC discrete beacon code with Mode C (subset beacon codes shall not be used in reverse formation recoveries to ensure positive identification of both aircraft and prevent potential confusion). *Phraseology: (CALL SIGN LEAD) REMAIN ON PRESENT SQUAWK AND HAVE FRONT AIRCRAFT SQUAWK (CODE) WITH ALTITUDE.*

3.11.3.3.6. Climb-out: Radar trail recoveries will normally be planned and flown as a low approach to Tower or to a full stop. Therefore, if aircraft are requesting a low approach/touch- and-go back to radar, flight leads shall inform RAPCON on initial contact if aircraft require low approaches/touch-and-go to radar. Due to radar separation requirements, a maximum of two aircraft per element can execute a low approach/touch-and-go to radar in succession. A flight cannot maintain radar trail formation following a low approach/touch-and-go and return to the radar pattern. RAPCON will issue flight split-up instructions as necessary. After executing a low approach/touch-and-go, the flight is responsible for their separation until standard separation has been attained. The first aircraft will normally be assigned standard climb-out instructions, and the second aircraft will be assigned a course divergent by 30 degrees to re-enter the radar pattern. Both aircraft will be individually radar identified after completing the low approach/touch-and-go.

3.11.3.3.7. Radar trail missed approach: Each aircraft will maintain 2 NM radar trail when executing the published missed approach procedure, unless individual climb out instructions are requested. Each aircraft is responsible for maintaining its own separation until ATC establishes radar contact and provides the required spacing for separate clearances through radar vectors. If the VFR pattern is open, and VMC can be maintained, aircraft will contact Tower and enter the overhead pattern.

3.11.3.3.8. Lost Communication/Missed Approach: Follow aircrew procedures IAW FLIP Flight Information Handbook.

3.11.3.4. Go-Around Procedures:

3.11.3.4.1. Radar Controlled Go-Around Procedures:

3.11.3.4.1.1. If Tower initiates a breakout or fails to issue a clearance, RAPCON shall state: *(ACID), TOWER CLEARANCE CANCELED/NOT RECEIVED, CLIMB AND MAINTAIN 1,900', THEN TURN LEFT (RWY 08)/RIGHT (RWY 26) HEADING 350, (REASON IF KNOWN), ACKNOWLEDGE.* **Note:** Whenever RWY 08 is in use, close coordination with the Arrival controller is needed due to the proximity of an antenna northwest of SJAFB.

3.11.3.4.1.2. If Tower directs an aircraft to discontinue an approach, but desires the aircraft to go straight ahead, Tower will activate the red light and state, *GO AROUND, STRAIGHT AHEAD.* RAPCON will issue the following: *(ACID) TOWER CLEARANCE CANCELED/NOT RECEIVED, CLIMB AND MAINTAIN 1,000' UNTIL DEPARTURE END OF RWY, THEN CLIMB AND MAINTAIN 1,900', FLY HEADING 260/080, (REASON IF KNOWN), ACKNOWLEDGE.* **Note:** When the airfield is IFR, the 1,000 ft restriction may be omitted.

3.11.3.4.2. Tower Controlled Go-Around Procedures (radar flight following not provided):

3.11.3.4.2.1. Tower will initially issue, *FLY RWY HEADING, CLIMB AND MAINTAIN 1,900'.* Tower shall issue additional instructions if needed to protect the overhead pattern, and shall immediately coordinate with RAPCON for additional breakout instructions (i.e., a heading to the north and altitude).

3.11.3.4.2.2. When two aircraft are broken out simultaneously Tower shall immediately coordinate with Arrival for additional control instructions to ensure divergence between both aircraft and other aircraft under Arrival's control.

3.11.3.4.3. When two aircraft are broken out simultaneously, RAPCON shall issue the second aircraft a diverging heading of at least 30 degrees to ensure separation (Example: RWY 08 in use, issue the second aircraft heading 020 degrees. RWY 26 in use, issue the second aircraft heading 320 degrees).

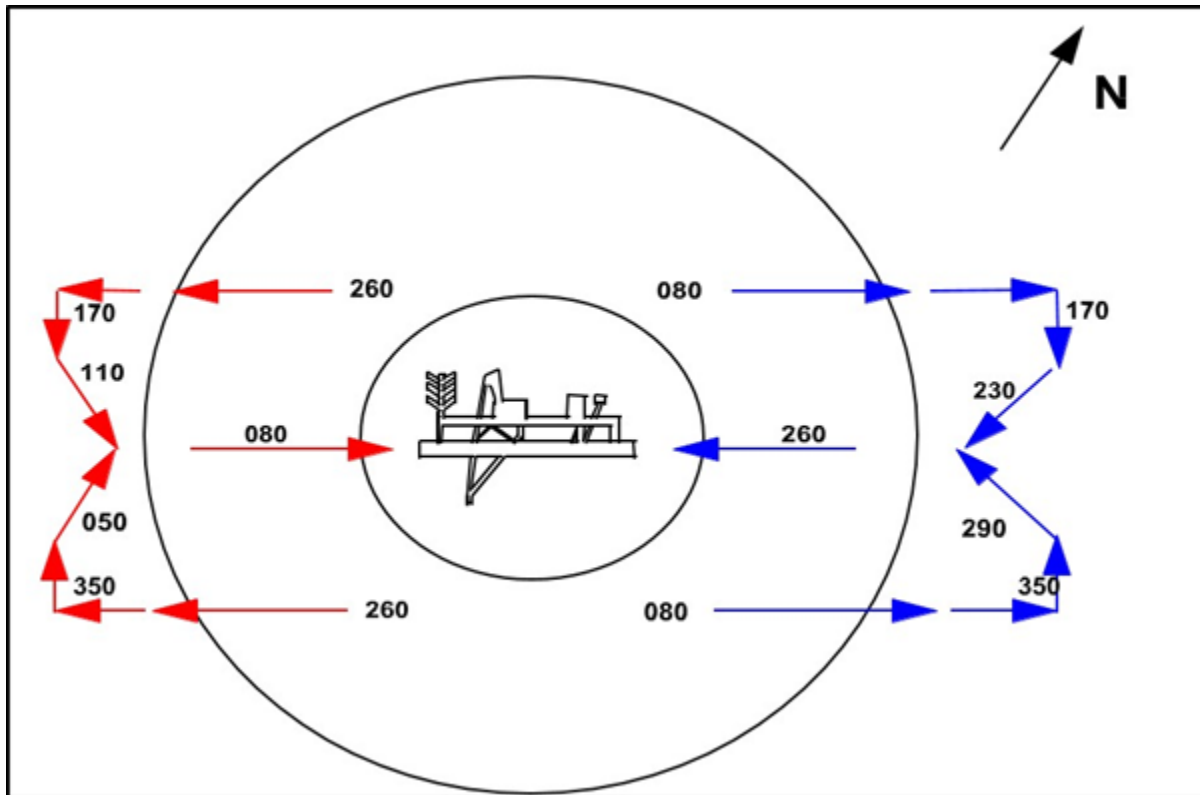
3.11.3.5. Radar Pattern: The radar pattern is flown either north or south of the RWY at 3,000 ft MSL (see Figure 3.9.).

3.12. Light Aircraft in the Traffic Pattern. The light aircraft traffic pattern altitude is 1,000 ft MSL. The pattern is flown north of the airfield; left turns for RWY 08 and right turns for RWY 26. Aircraft shall avoid flying over the base housing area, Alert Apron and munitions storage area unless directed by ATC.

3.13. Helicopter Operations. Helicopter operations will be conducted IAW FAAO 7110.65. Helicopters normally enter Class D airspace from the north or the south unless otherwise directed by ATC. Recommended altitude is 600 ft MSL.

3.14. Civil Aircraft. Civilian aircraft may be authorized to make practice approaches during periods of light flying provided it does not unduly delay any military aircraft. The aircraft may land and taxi onto the ramp only if prior permission has been obtained from AMOPS. During real-world FPCON Charlie and Delta conditions, civilian aircraft will not enter GSB Class Delta airspace. Exceptions to this policy are law enforcement, Lifeguard and emergency aircraft. The 4 FW/CC or designated representative may approve exceptions not listed.

Figure 3.9. Radar Pattern.



3.15. KC-135 Visual Pattern/Circling Procedures:

3.15.1. The KC-135 visual traffic pattern shall be flown at 1,300 ft MSL IAW the following instructions unless otherwise instructed by ATC (see Figure 3.10).

3.15.1.1. Start crosswind turn within 1 mile of departure end.

3.15.1.2. RUNWAY 26:

3.15.1.2.1. Turn downwind and fly a 081 track (should pass abeam TACAN within 2.0 DME). 3.15.1.2.2. Turn base approximately 1-2 miles past abeam approach end of runway, prior to crossing U.S. 70 (pattern should give enough room to roll out slightly to check final prior to turning base to final).

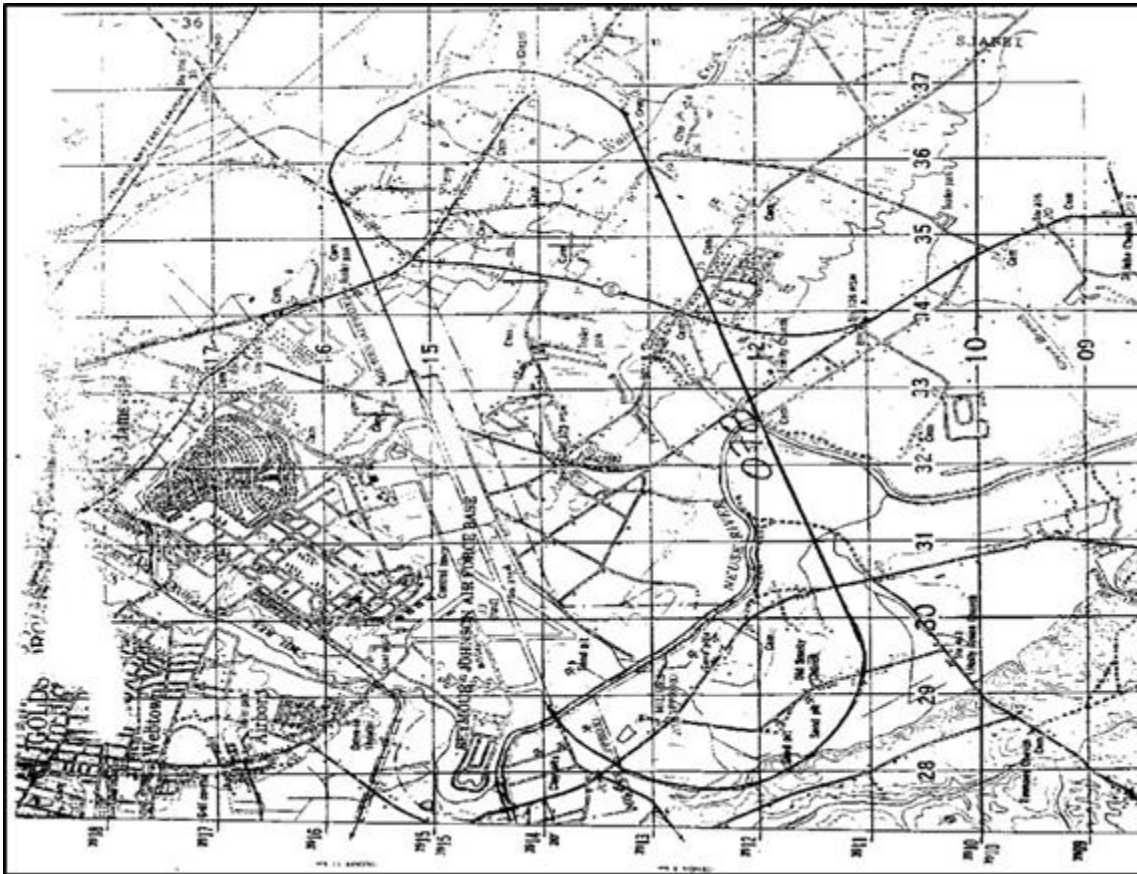
3.15.1.3. RUNWAY 8:

3.15.1.3.1. Turn downwind and fly a 261 track (should pass abeam TACAN within 2.0 DME)

3.15.1.3.2. Turn base approximately 1-2 miles past abeam approach end of runway, approximately abeam west end of sewage ponds (pattern should give enough room to roll out slightly to check final prior to turning base to final).

3.15.2. Practice circling approaches will remain within protected airspace defined by AFMAN 11-217v3 for the approach category being flown.

Figure 3.10. KC-135 Visual Pattern.



3.16. Reduced Same RWY Separation (RSRS) Standards:

3.16.1. RSRS standards specified in AFI 11-202 Volume 3, ACC Supplement 1, [Chapter 5](#), *General Flight Rules*, will be applied to all fighter aircraft in Air Combat Command. Figure 3.11 below will be applied to ACC aircraft at SJAFB.

3.16.2. As a tenant unit, the 916 ARW has accepted host base RSRS standards IAW AFI 11-202 Volume 3, ACC Supplement 1, para 5.11.6.1.2.

3.16.3. Deployed aircraft to SJAFB are authorized RSRS if a letter of agreement is signed between the host wing and the deployed unit. The 4 FW will ensure a detailed briefing is conducted prior to the deployed unit conducting local flying operations utilizing RSRS.

3.16.4. Any aircrew or air traffic controller may refuse reduced separation. When RSRS is refused or not authorized by any of the below conditions, FAAO 7110.65, *Air Traffic Control*, separation standards shall apply.

Figure 3.11. Reduced Same RWY Separation Similar Fighter Type Aircraft.

		Lead Aircraft		
		Full Stop	Touch & Go	Low Approach
Trail Aircraft	Full Stop	3,000' or 6,000' for formation landings*	3,000'	3,000'
	Touch & Go	3,000' if Day, VFR, Dry**	3,000'	3,000'
	Low Approach	3,000'	6000'	3,000'

Note: Chart above is for day time only.

NIGHT/WET RWY: 6,000' is the minimum spacing for all similar night operations if ATC can safely determine distances; otherwise standard FAAO 7110.65 separation standards will apply.

*6,000' is the minimum spacing for a single aircraft or a formation of aircraft, landing behind a formation.

**Low Approach (LA) or Touch & Go (TG) behind Full Stop (FS): For all situations involving LA or TG behind FS, aircraft will not overfly aircraft on the runway. Responsibility for ensuring compliance rests with the pilot.

RSRS is measured between the trailing aircraft in the lead flight and the lead aircraft in the trailing flight.

Figure 3.12. Reduced Same RWY Separation Dissimilar Fighter Type Aircraft.

		Lead Aircraft		
		Full Stop	Touch & Go	Low Approach
Trail Aircraft	Full Stop	6,000' or 8,000' for formation landings*	6,000'	6,000'
	Touch & Go	6,000'*	6000'	6,000'
	Low Approach	6,000'*	6000'	6,000'

Note: Chart above is for day time only.

NIGHT/WET RWY: 8,000' is the minimum spacing for all dissimilar night operations if ATC can safely determine distances; otherwise standard FAAO 7110.65 separation standards will apply.

8,000' is the minimum spacing for a single aircraft or a formation, landing behind a formation full stop.

*Low Approach (LA) or Touch & Go (TG) behind Full Stop (FS): For all situations involving LA or TG behind FS, aircraft will not overfly aircraft on the runway. Responsibility for ensuring compliance rests with the pilot.

RSRS is measured between the trailing aircraft in the lead flight and the lead aircraft in the trailing flight.

Note 1: Similar aircraft means the same airframe (i.e., F-15C to F-15E).

Note 2: Dissimilar fighter aircraft means any mix of different airframes (i.e., F-15E to F-16).

Note 3: RSRS of 8,000' is the minimum authorized for day/VFR/dry RWY for locally assigned KC-135s executing full stop landings behind locally assigned F-15Es executing a full stop/touch and go and/or low approach.

Note 4: RSRS is not authorized for a touch and go behind a full stop or low approach behind a touch and go when either aircraft is a heavy class aircraft (i.e., KC-135).

Note 5: All aircraft must maintain at least 500' vertical separation when over flying an aircraft on the runway. Responsibility for separation rests with the pilot.

Note 6: In instances where RSRS is not authorized, FAAO 7110.65 separation standards will apply.

3.16.5. RSRS standards do **NOT** apply:

3.16.5.1. To any situation involving an emergency aircraft. **Note:** Flights will be controlled as a single aircraft and are responsible for separation within their flight.

3.16.5.2. To any situation involving an aircraft cleared for the option.

3.16.5.3. When the RCR is less than 12 or braking action reports of less than fair are reported.

3.16.5.4. When any aircrew or controller determines that safety of flight may be jeopardized.

3.16.5.5. Between locally assigned KC-135s, except as stated in Note 3.

3.16.5.6. Between locally assigned KC-135s and 4 FW aircraft when either is conducting Tactical Arrival or Departure procedures.

3.17. RWY Selection Procedures:

3.17.1. Tower will determine the RWY in use IAW the provisions of FAAO 7110.65 when the information received from dual wind sensors does not conflict. Normally, RWY 26 will be used when the wind speed is less than 5 knots as the calm wind RWY. RWY 26 is also the primary instrument RWY.

3.17.2. When conflicting information is received from the dual wind sensors, the Tower will confer with 4 OSS/OSW and the SOF to determine which RWY is operationally advantageous.

3.17.3. The Tower will coordinate with RAPCON prior to commencing a RWY change. In addition, Tower will notify the following agencies: AMOPS, 4 OSS/OSW, Barrier Maintenance, and Fire Emergency Services prior to commencing a RWY change.

3.17.4. Barrier Maintenance will notify AMOPS and Tower when the arresting system change is complete and configured for the operational RWY. AMOPS, in turn, will notify 4 FW/CP, MOCC, 916 ARW/CP, and TA.

3.18. Opposite Direction Traffic:

3.18.1. During times of light traffic pattern activity, when operationally required, or when it results in the most expeditious flow of traffic, opposite direction arrivals/departures may be approved. All verbal coordination will include the phraseology: *OPPOSITE DIRECTION ARRIVAL/DEPARTURE, RWY 08/26*.

3.18.2. Opposite direction departures should state their request upon initial radio contact with Ground Control.

3.18.3. Separation minimums: An arriving aircraft will not proceed closer than 10 NM from the landing threshold until a departure from/low approach to the opposite RWY has crossed the departure end, and is established on a course diverging by at least 45 degrees from the reciprocal of the final approach course. An arriving aircraft will not proceed closer than 10 NM from the landing threshold until an arrival to the opposite RWY has crossed the landing threshold of that RWY.

3.19. Supervisor of Flying (SOF) Procedures:

3.19.1. The SOF is a direct representative of the 4 OG/CC and is the focal point for command and control of 4 FW flight operations IAW AFI 11-418, *Operations Supervision*. 4 OG/OGV manages the SOF program IAW AFI 11-418 guidance.

3.19.2. Unless safety of flight dictates, the SOF will discuss operational issues only with the Tower Watch Supervisor. The SOF may make recommendations/suggestions to ATC based on unique requirements of individual missions or knowledge of the flying schedule.

3.19.3. The SOF may broadcast on ATC frequencies only after prior coordination and approval from the Watch Supervisor IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs*. The SOF is not authorized to issue ATC instructions, but may transmit messages pertaining to safety of aircraft operation or the preservation of life or property.

3.19.4. The SOF will determine the Alternate and Weather Cat 4 Alternate for 4 FW aircrew IAW AFI 11-202v3; *General Flight Rules* and AFI 11-418; *Operations Supervision*. Once the alternate(s) are determined, the SOF will advise the Tower Watch Supervisor who will then ensure the alternates are broadcasted on the ATIS.

3.19.4.1. If no Weather Cat 4 alternate is declared, the ATIS will use standard “4 FW Alternate is...” terminology. If a Weather Cat 4 alternate is declared, the ATIS will broadcast in terms of “4 FW Alternate” and “Weather Cat 4 Alternate” as applicable.

3.20. Flyover Aircrew Procedures:

3.20.1. 4 OSS/OSO designates a squadron to perform a flyover when required. The FS/DO will designate the specific flight to perform the fly over as part of its departure to or RTB from the working areas.

3.20.2. Retreat ceremony procedures are IAW AFI 11-2F-15EV3_SJAFBSUP. Flight leads will plan on flying over the flagpole (N3521.49/W7757.75) at exactly 1630:30L. The music for retreat will begin at 1630L and the F-15Es are to fly over during the music. Coordinate with the SOF on taxi out to confirm a flyover will take place. Minimum weather is 2500/5. Fly an extended initial to the active RWY and at 5-10 NM out bear slightly to the north to fly over the flagpole. Approaching the field boundary, descend to 1,100 ft MSL/300 KIAS in close formation. After the flyover, approaching the far field boundary, climb out for a reentry or a recovery coordinated with Seymour Approach. Aircrew must exercise caution for other civil/military VFR traffic and towers NW of Goldsboro.

3.20.3. All changes and cancellations regarding flyovers should be passed to the SOF by phone or to the Lion SOF FM Net 1.

3.21. Overflights Initiating Ground Training Exercises:

3.21.1. Procedures:

3.21.1.1. Ramp overflights initiating ground training exercises at SJAFB may only be requested by higher headquarters or the 4 FW/CC. Pilots participating in the ramp overflight will coordinate with the SOF and RAPCON. For more information regarding ramp overflights, refer to AFI 11-246, *Air Force Aircraft Demonstrations*.

3.21.1.2. Minimum weather at time of ramp overflight will be 1500/3. Ramp overflights are limited to a maximum of two aircraft making one pass each. Re-attacks are not authorized. Evasive/Defensive maneuvering is not authorized.

3.21.1.3. Aircraft will arrive and depart IFR.

3.21.1.4. RAPCON will vector aircraft to initial after coordinating with Tower. Tower will ensure Class Delta airspace is sterilized prior to aircraft reaching 5 NM. Maintain 300 KIAS or below, and altitude assigned by RAPCON (traffic pattern altitude is 1,800 ft MSL). Prior to handoff to Tower, RAPCON will issue departure instructions. Ramp

overflight will be made on the Tower frequency. Tower will issue clearance for the ramp overflight.

3.21.1.5. All ramp overflights will be directed against the RWY. Aircraft will remain under VFR at all times. Avoid overflying the Alert Apron, the munitions area on the west end of the airfield, and the KC-135 ramp on the east end of the field. Aircraft shall not fly north of the F-15E ramp. Use caution for Tower located approximately 1,000ft east of transient ramp at 215ft MSL.

3.21.1.6. Commence overflight approaching the airfield boundary with Tower clearance. Minimum altitude over populated areas is 1,000' AGL (1,100' MSL). Aircraft will not exceed 350 KIAS. Do not descend below 500' AGL (600' MSL) over the RWY or transient ramp. If Tower clearance is not received, aircraft will carry straight through initial and comply with RAPCON instructions.

3.21.1.7. Upon completion of overflight, remain at/below 1,000' MSL until past RWY departure end. When departing to the east, cross Highway 70 (approximately 1 NM east of RWY departure end) above 1,000' MSL. Comply with previously issued ATC instructions and contact departure control on assigned frequency.

3.21.2. Responsibilities:

3.21.2.1. RAPCON and/or SOF will advise Tower of planned ramp overflights (time, type aircraft and call sign). RAPCON will advise aircrew of current weather and any restrictions affecting the overflight. RAPCON will issue departure instructions and hand the aircraft to Tower when it has the field in sight.

3.21.2.2. SOF and Tower personnel will visually monitor overflight to assure flight safety and compliance with this directive. If conflict occurs during airfield attack, Tower will terminate using phraseology: *(ACID), SEYMOUR TOWER, KNOCK IT OFF, KNOCK IT OFF, KNOCK IT OFF*.

3.22. Explosive Ordnance Disposal (EOD) Procedures. 4 CES/CED shall coordinate with Tower Watch Supervisor prior to conducting range operations that may affect flying operations. Tower will sterilize the affected airspace and inform EOD via the Tower NET: *EOD OPERATIONS APPROVED, ADVISE OF TERMINATION*. Immediately after last successful detonation, EOD will inform Tower over the Tower NET that all detonations are complete. If at any time airspace sterilization is not assured, Tower will call *KNOCK IT OFF, KNOCK IT OFF* over Tower Net to request EOD to halt operations. EOD non-range operations in the airfield environment are normally associated with emergency operations, and therefore will be coordinated through the Incident Commander (IC) or Senior Firefighting Official (SFO). **NOTE:** Range operation coordination between Tower and EOD shall take place real-time to resolve delays, extensions, additional detonations, etc.

3.23. Parachute Drops in Class Delta Airspace. Parachute jump operations must be defined in an LOP between the responsible organization/individuals and 4 FW prior to commencement of operations. Requests require ATC authorization and should be processed far enough in advance to allow for ease in planning and support.

3.24. Minimum Communication (MINCOM) Launch (SILENT WARRIOR). 4 FW aircrew will accomplish the following:

3.24.1. The flight lead/aircraft commander will coordinate with RAPCON and SOF. This will include call sign, flight plan, start time, taxi and takeoff time (add interval/flight spacing if non- standard). The SOF will keep the Tower Watch Supervisor informed.

3.24.2. The aircrew will file their flight plan a minimum of 2 hours prior to launch. Include the entry "**SILENT WARRIOR**" in the remarks section.

3.24.3. Prior to stepping to the aircraft, the flight lead/aircraft commander will call the SOF to pass start, taxi, takeoff times, and a list of spares (plus formation information if a flight). He/she will also call RAPCON to copy a clearance and pass proposed takeoff time. After delivering the clearance, RAPCON will update the takeoff time on their strip to the revised proposed takeoff time.

3.24.4. The aircraft/flight will start engines and taxi on time +/- 5 minutes. Spares will taxi within 15 minutes of scheduled taxi time or notify the SOF via landline of updated taxi times/requests. All aircraft involved will listen to ATIS prior to taxi and will monitor all normal radio frequencies until checking in with departure.

3.24.5. The SOF and Tower personnel will monitor taxi by matching tail numbers to call sign on the flying schedule.

3.24.6. When ready for immediate takeoff (arming and checks complete), turn towards the Tower and flash taxi lights to signal ready for takeoff.

3.24.7. The Tower will signal with a steady green light to clear the aircraft for takeoff. Takeoff clearance is for immediate takeoff; flight/aircraft should be airborne within 2 minutes.

3.24.8. These procedures can be terminated by anyone in the interest of safety. Full communications will be restored to issue emergency instructions.

3.25. Landing Light Check for 4 FW Aircraft . Unless 4 FW aircrew have previously reported their aircraft's landing light out of service, all controllers are requested to remain vigilant and advise 4 FW F-15E aircrew on each approach when a landing light is not observed. The intent of this advisory is solely to remind aircrew to check and confirm gear status and not to place responsibility on the controller. This advisory is in addition to USAF policy requiring air traffic controllers to advise pilots who have not previously reported gear down, to check wheels down. When controllers do not observe a 4 FW F-15E aircraft on approach displaying a landing light, controllers will issue advisories to that effect. *Phraseology:* (ACID) APPEARS NEGATIVE LANDING LIGHT, CHECK WHEELS DOWN - When landing light is observed following a negative landing light advisory issue: (ACID) LANDING LIGHT APPEARS ON

3.26. Variable Wind Information:

3.26.1. SJAFB air traffic controllers will issue variable wind for changes IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs*, para 7.10.

3.26.2. Issuance of variable wind advisories should not interfere or congest radio communications between Tower and aircrew. During periods of heavy traffic, Tower controllers may forgo issuance of variable wind data for each aircraft approach and opt to generally broadcast the advisories when time and workload permits.

3.27. Civil Twilight Operations. See AFI 11-202V3_ACCSUP and AFI 11-2F-15EV3, *F-15E*.

3.27.1. Use day rules and procedures (operational and training) during civil twilight (defined in the air almanac maintained by 4 OSS/OSW). Use night or weather procedures when adverse conditions exist during civil twilight. Without access to the air almanac, consider civil twilight to be 30 minutes before sunrise until sunrise, and from sunset until 30 minutes after sunset.

3.27.2. 4 FW aircraft may use the overhead pattern during civil twilight at the SOF's discretion. If there is no SOF available, the discretion to use the overhead pattern during civil twilight goes to the Tower Watch Supervisor.

3.28. Bird/Wildlife Aircraft Strike Hazard (BASH). Responsibilities of all concerned agencies, to include bird watch conditions, are defined in the 4 FW BASH Plan.

3.28.1. Bird Watch Conditions consist of Low, Moderate and Severe. For more information refer to the 4 FW BASH Plan.

3.29. Functional Check Flight (FCF) Procedures. Reference AFI 21-101_COMBATAIRFORCES UP_I, 4 MXG MOI 21-269, and AFI 11-2F-15EV3_SJAFBSUP.**3.30. F-15E Tactical Arrival (TAC) Procedures:****3.30.1. General Procedures:**

3.30.1.1. TA procedures may be flown by 4 OG aircrew (except those on FTU syllabus sorties) and will only be flown during periods that will not interfere with 4 FW, 916 ARW or transient aircraft operations.

3.30.1.2. TAC procedures require prior approval from Seymour Johnson ATC. Seymour Johnson Control Tower and/or Radar Approach Control (RAPCON) may deny TAC operations in the interest of safety and/or expeditious air traffic service. Neither Tower nor RAPCON shall authorize aircraft to conduct TAC without coordination and approval of both facilities.

3.30.1.3. The minimum ceiling and visibility requirements for TAC procedures are 500 feet above requested altitude and 3 miles respectively. TAC procedures are only authorized by aircraft operating under VFR. Arriving aircraft must cancel IFR with Seymour Johnson Approach prior to commencing the TAC.

3.30.2. Tactical Arrival:

3.30.2.1. No more than one flight shall conduct a TAC at one time. A flight of F-15Es may consist of up to four aircraft.

3.30.2.2. Flight leads shall advise Seymour Approach Control on initial contact they are requesting to cancel IFR and conduct the TAC. *Phraseology: SEYMOUR APPROACH, WARMAN 11, CANCEL IFR, REQUEST TACTICAL ARRIVAL, 6,500'.*

3.30.2.3. RAPCON will vector aircraft to initial and then transfer communications to the tower after coordination has been accomplished prior to the aircraft commencing the approach.

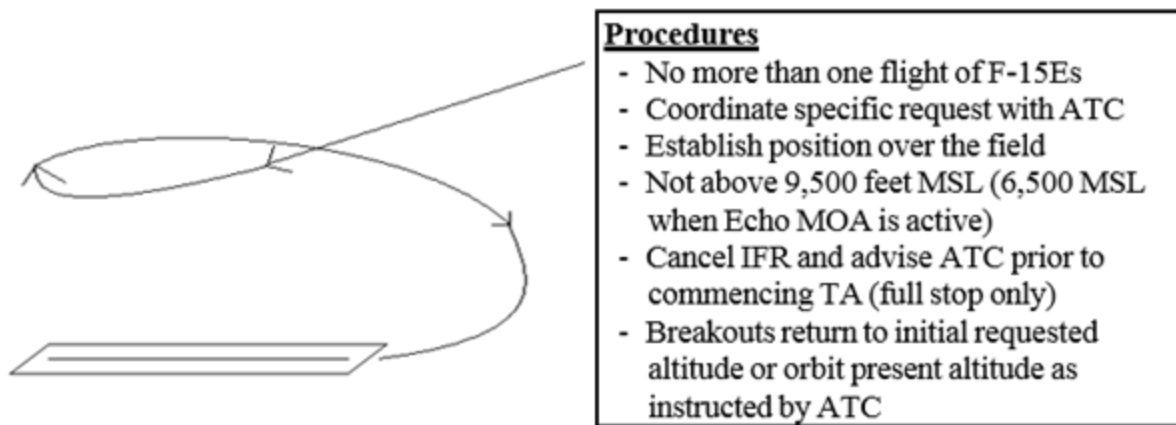
3.30.2.4. Seymour Tower or RAPCON may instruct the aircraft to hold or orbit at the initial altitude for sequencing.

3.30.2.5. The TAC shall begin with the aircraft positioned within 5 NM of GSB. The highest initial approach altitude shall not exceed 9,500 feet MSL (6,500 feet MSL if the ECHO MOA is active). Aircraft shall remain within 5 NM of GSB and South of the runway extended centerline during the descent.

3.30.2.6. After commencement of the TAC, ATC may instruct aircraft to re-enter at initial requested altitude over the field or to orbit at present altitude south of the runway centerline. Controllers will only use break-out procedures in the interest of safety or to expedite higher priority traffic.

3.30.2.7. Normal break-out instructions will be: *C/S, RENTER OVER THE FIELD, CLIMB AND MAINTAIN (ALTITUDE) AND REMAIN SOUTH OF RUNWAY CENTERLINE.*

Figure 3.13. Tactical Arrival.



3.30.2.8. Tactical Arrivals will only be flown by 335/336 FS aircrew preparing for deployment.

3.31. GSB TACAN Outage Flight Procedures:

3.31.1. Departures will be via radar vectors. Expect runway heading to 10,000 ft. Clearance will be runway heading to 6,000ft for runway 26 departures if the Echo MOA is active.

3.31.2. The VFR pattern will be open or the instrument approach will be open, but not both at the same time. If the day VFR pattern is open (3000²/3 miles), all aircraft will return to initial or a visual approach. If it is closed, aircraft will receive radar vectors to ILS final.

3.31.2.1. If the VFR overhead pattern is closed but an alternate is not required (WX between 2000²/3 miles and 3000²/3 miles), F-15E aircrew will recover with an additional 1000 lbs of fuel above VFR bingo. This will accommodate potential extended vectors for required IFR separation.

3.31.3. At night, aircraft will primarily receive radar vectors to ILS final. If the Night VFR pattern is open (3000²/5 miles) and in use by the FTUs, aircraft will receive vectors for the visual approach. Aircrew can request climb out back to radar for another visual approach.

3.31.4. ATC will identify and call the FAF for aircraft on the ILS approach, “LION 01, wheels should be down, passing the final approach fix, wind 260 at 10, runway 26, cleared to land.”

3.31.4.1. When flying localizer only, aircrew will use timing to identify the missed approach point.

3.31.5. Alternate missed approach instructions will only be issued during weather conditions less than 3000’/5 miles. The arrival controller will pass missed approach instructions prior to clearance for the approach, expect runway heading to 3000 ft.

Chapter 4

AIRCRAFT EMERGENCIES OR ACCIDENTS

4.1. Radio Priorities. During aircraft emergencies, radio silence will be maintained unless directly involved. Priorities are listed in Table 4.1.

Table 4.1. Emergency Radio Priorities.

PRIORITY	AGENCY	CALL SIGN
1	Tower	Tower
2	Senior Fire Official (SFO)	Chief 1/2
3	Incident Commander (If IC establishes incident command)	Command
4	Crash Recovery	Crash Recovery
5	Barrier Maintenance	Barrier Maintenance
6	AMOPS	Airfield 1/ 2 / 3 / 4/ 5
7	Safety	Dover 1/2
8	Transient Maintenance	TA
9	Sweeper	Sweeper 1 or 2
10	Civil Engineering Maintenance crews	Equipment 1, etc.
11	USDA (BASH)	Dover 3

4.2. Primary Crash Alert System (PCAS)/Secondary Crash Net (SCN). Authority to determine which activities will be assigned a crash alarm station number will be IAW AFI 13-204V3, AFI 13-213 and the 4 OSS/CC. Any activity desiring assignment of a crash alarm station will submit an AF Form 3215, *Communications Requirements Document*, to 4 CS/SCX through 4 OSS/OSA and the 4 OSS/CC. The request will be accomplished as a telephone work order.

4.2.1. The PCAS is activated by the Tower when advised of an emergency by a credible source. The PCAS consists of the following:

4.2.1.1. AMOPS.

4.2.1.2. Fire Emergency Services (Crash).

4.2.1.3. Clinic (Flight Surgeon/Emergency Room). **NOTE:** After normal duty hours the clinic will not answer the Crash Phone. The Fire Emergency Services Flight will be responsible for dispatching an ambulance for emergency response.

4.2.1.4. 4 FW/CP (Receive Only).

4.2.2. Alternate PCAS: If the PCAS is inoperative, the Tower will complete notification as follows:

4.2.2.1. AMOPS: Direct line/x-4097/Ramp Net.

4.2.2.2. Crash: Direct line/x-7588, x-7589/Crash Net.

4.2.3. Clinic: During normal duty hours call the Flight Surgeon at x-1580, x-1802; after normal duty hours call the Crash Station according to para 4.2.2.2 above. SCN: AMOPS will relay information verbatim on the SCN immediately after terminating the PCAS/Alternate PCAS transmission. Stations not answering will be called via telephone.

4.2.3.1. The clinic will not answer the SCN after duty hours. Fire Emergency Services will perform the necessary coordination.

4.2.3.2. Activation of the SCN is not predicated on activation of the primary net, since all agencies on the PCAS, excluding the Tower, are also on the SCN. A quicker response may be obtained through sole activation of the SCN.

4.2.3.3. If the SCN is unavailable, AMOPS will activate the alternate Secondary Crash Phone.

4.3. Procedures for Answering the Crash Phone. Personnel responsible for answering the crash phone will be briefed on the following procedures:

4.3.1. Pick-up the telephone receiver and identify your agency if transmit capable. (ex. "AMOPS on")

4.3.2. Listen--do not say anything.

4.3.3. Copy all information.

4.3.4. Do not interrupt or offer any information on the crash net. AMOPS or Tower will give you all the information they know. They will ask, *ANY QUESTIONS*, at the end of message transmission. Ask for clarification only.

4.3.5. Secure phone when AMOPS or Tower has released you.

4.4. Crash Phone Information for Inflight Emergency. Tower will relay the following information:

4.4.1. Aircraft Call Sign.

4.4.2. Aircraft Type.

4.4.3. Nature of Emergency.

4.4.4. Present Location.

4.4.5. Landing RWY.

4.4.6. Estimated Landing Time (ETA).

4.4.7. Wind.

4.4.8. Fuel Remaining in Time.

4.4.9. Number of Personnel Aboard.

4.4.10. Armament Status, as applicable (If IFE involves F-16, indicate if hydrazine is a factor).

4.4.11. Aircraft will or will not engage arresting system.

4.4.12. Pilot's desires. **Note:** Crash phone activation will not be delayed due to lack of information. Available information will be passed, and if necessary, the PCAS will be re-activated to pass additional information.

4.5. Crash Phone Information for Aircraft/Disaster/Exercise Inputs:

4.5.1. Specific procedures to provide rapid and orderly response in the event of an aircraft accident or disaster control problem are outlined in current 4 FW CEMP 10-2 and AFI 91-204, *Safety Investigations and Reports*. 4 FW CEMP 10-2 can be found on the 4 FW Plans and Evaluations SharePoint site under 4 FW Plans Index.

4.5.2. Applicable information in paragraph 4.4. should be broadcast, plus coordinates, as follows:

4.5.2.1. Base Disaster Preparedness grid map for on-base accidents or incidents.

4.5.2.2. Base Disaster Preparedness Grid Map or Wayne County Grid Map for off base accidents or incidents. North Carolina Official highway maps and Tactical Pilotage Charts will be used for areas not covered by Base Grid Map or Wayne County Grid Map.

4.5.2.3. Assembly location for the EOC when recalled by the 4 MSG/CC. If the designated primary or secondary assembly areas are used, do not give grid coordinates. Otherwise, give grid map coordinates and a common reference (i.e., building number or description). **NOTE:** For exercises, Tower will utilize the FM net and AMOPS will utilize the Secondary Crash phone.

4.5.3. If a grid position cannot be determined, generally known geographical references may be used.

4.6. Command and Control:

4.6.1. Upon advance notification of a 4 FW aircraft emergency, the SOF shall immediately notify Tower and, when time permits, the LION NET members. RAPCON shall, to the maximum extent possible, assign frequency 277.4 (LC 10) for locally assigned F-15Es. Depending upon the situation, the wing commander may immediately convene a unit conference, discuss the situation with appropriate staff members, and determine further action to be taken.

4.6.2. Only ATC agencies, SOF, Chief 1/2 or Command will communicate with the aircraft.

4.6.2.1. Time permitting, Tower controllers will transmit the following on Guard and Local Control frequencies when runway operations are suspended for inflight emergencies:

4.6.2.1.1. Inflight emergencies: *SEYMOUR TOWER ON GUARD, EMERGENCY IN PROGRESS, CABLE ENGAGEMENT ANTICIPATED/NOT ANTICIPATED.*

4.6.2.1.2. Suspended RWY operations: *SEYMOUR TOWER ON GUARD, RWY OPERATIONS SUSPENDED FOR (REASON), EXPECT (MINUTE OR HOUR) DELAY FOR NORMAL OPERATIONS.*

4.6.2.1.3. Resuming RWY operations: *SEYMOUR TOWER ON GUARD, RWY OPEN, RESUMING NORMAL OPERATIONS.*

4.6.2.2. When communications are established on LC 10 and ATC is not transmitting control instructions, the SOF may use the frequency to communicate with the emergency aircraft after obtaining approval from ATC. Unless urgent communications are required from the SOF to the aircrew, the SOF must relinquish the frequency when advised to do so by ATC. Only ATC agencies may transmit control instructions.

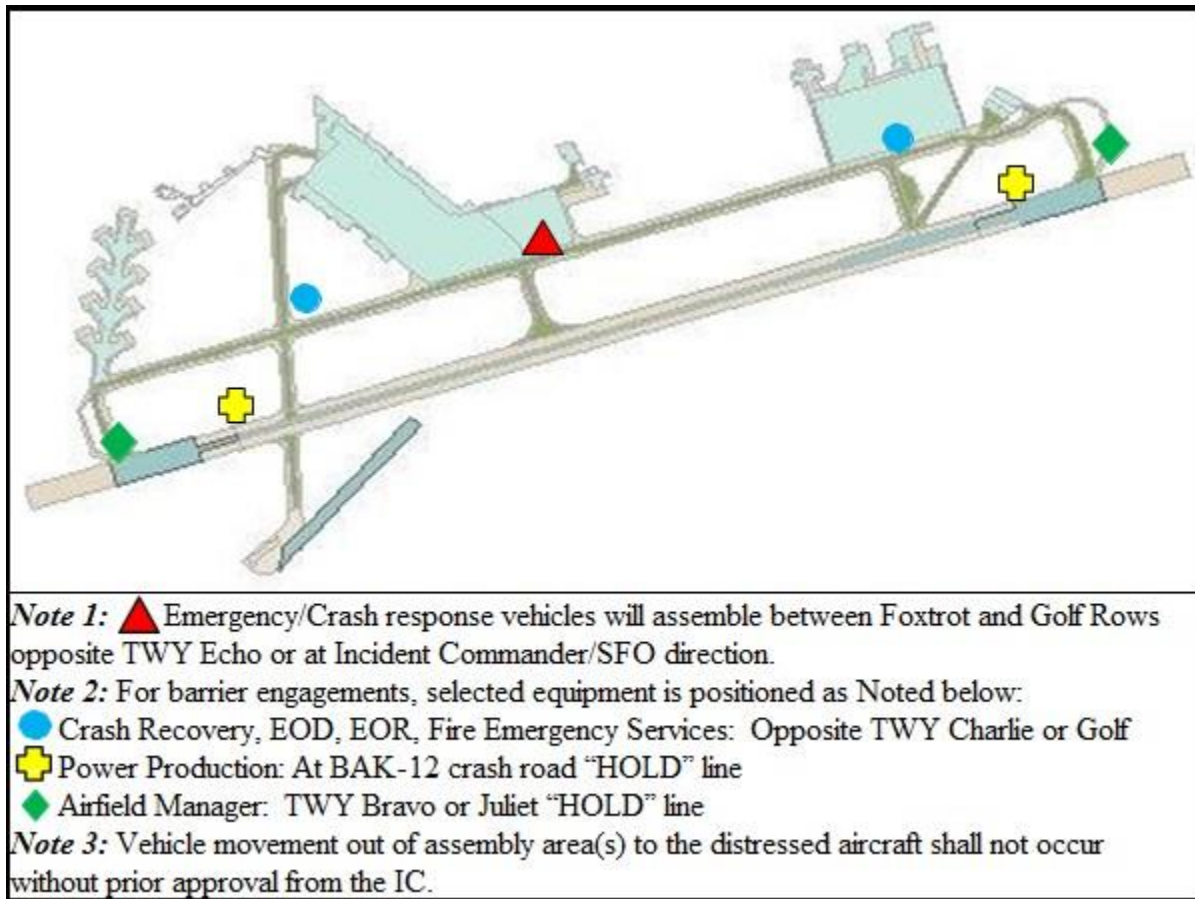
4.6.2.3. All ground transmissions on the IFE shared frequency, LC 10, shall be prefaced with the aircraft call sign followed by the call sign of the person talking: *FALCON 41, APPROACH* or *FALCON 41, LION SOF*, etc. **NOTE:** Command will receive control of LC 10 from the Tower after the IFE/GE aircraft has come to a complete stop on or off the RWY. Once Command has terminated the IFE/GE, he/she will relinquish control of LC 10 back to the Tower.

4.7. Crash Recovery Team:

4.7.1. Crash Recovery Team will proceed to the IC or SFO on duty or to the designated standby location (Figure 4.1) with their standard, preassembled equipment, and await instructions. The Crash Recovery Team Chief will notify the IC when wing aircraft ground handling equipment is required. Fuels Management will be notified prior to debris removal to ensure fuel samples have been obtained for the safety investigation board. The Crash Recovery Team Chief/members will then complete the aircraft or accident debris movement as directed by the IC. The IC will coordinate with the interim safety investigation board president or safety investigation board president before any debris is moved. Only the Crash Recovery Team Chief will issue directions to the crash crew.

4.7.2. All other persons attempting to issue instructions will be advised that all directions must be accelerated to the maximum extent consistent with safety. Entry and exit of Crash Recovery vehicles on the active RWY will be only as directed by the IC. On weekends or holidays, when the wing does not have any scheduled takeoffs or landings, the Crash Recovery team may operate on a 45-minute maximum response time standby status. This may begin after termination of flying on Friday or the evening prior to a holiday and terminate in normal duty section standby prior to the beginning of flying the next day.

Figure 4.1. Emergency Vehicle Assembly Areas (See Note 1-3 below).



4.8. AMOPS Responsibilities:

- 4.8.1. Activate the SCN after each PCAS activation.
- 4.8.2. Close/Suspend RWY ops (if applicable).
- 4.8.3. Respond to the airfield and assist as necessary.
- 4.8.4. Once SFO indicates their function is complete, inspect the RWY and any other affected areas. Report status and certify to Tower when normal operations may resume. RWY checks will be conducted by AMOPS with the cooperation of the SOF. The intent is for a FOD sweep to be accomplished after each IFE. Every attempt should be made by AMOPS to check the RWY for FOD after emergencies. However, if the SOF determines that the particular emergency does not present a FOD hazard, he/she will advise AMOPS that an airfield check is not required.
- 4.8.5. Relay grid coordinates via the SCN once received from the Fire Emergency Services or Tower.

4.9. Fire Emergency Services Responsibilities:

- 4.9.1. The Fire Chief or SFO on duty will respond with appropriate equipment and establish Incident Commander duties.

4.9.2. Advise the Tower of any special handling requests to be relayed to the emergency aircraft (i.e., stop straight ahead, do not turn off RWY, etc).

4.9.3. Assume control of LC 10 once the aircraft has come to a complete stop. Advise Tower when assuming control of LC 10.

4.9.4. When the emergency is terminated or when the affected area can be released for operations, inform AMOPS and Tower immediately.

4.9.5. Determine and relay grid coordinates to AMOPS for dissemination over the SCN, unless previously determined and relayed by the Tower.

4.9.6. If necessary, operate airfield lighting for an emergency aircraft arrival while the airfield is closed utilizing the lighting vault IAW paragraph 1.7.

4.10. 4 FW Safety Responsibilities:

4.10.1. During emergencies, Dover 1/2 will respond and position on the airfield clear of emergency vehicles/routes.

4.10.2. Directly after the scene is declared safe, Dover 2 may act as the lead safety investigator until relieved by the Chief of Safety or Chief of Flight Safety.

4.10.3. During cable engagements, 4 FW/SE will position outside the CMA in order to film the engagement remaining clear of emergency vehicles.

4.11. Daily Crash Phone Checks. Tower will conduct a daily check of the PCAS and immediately following, AMOPS will check the SCN for proper operation. Crash checks will be initiated daily by the Tower at approximately 0830L, except when an emergency is in progress. All inoperative stations will be reported to the 4 OSS/OSAM Airfield Systems (2-4046) by the Tower for the PCAS, and by AMOPS for the SCN.

4.12. Emergency Landings. Pilots will notify ATC or the SOF of nature of emergency, fuel on board and intentions. If ordnance is carried, include the type and quantity of armament in the initial call to ATC or the SOF.

4.13. Emergency Fuel Radar Pattern. Aircraft will remain within 8 NM at an altitude of 1,900' MSL and will be established on final approach no closer than 5 1/2 miles from touchdown.

4.14. Jettison Areas:

4.14.1. VFR External Stores/Cargo Jettison Area is defined as the portion of the airfield south of RWY 08/26, 100' wide by 6,500' long, starting at the centerline of the abandoned TWY east of TWY Delta and proceeding eastward. The northern boundary is 350' south of the RWY. The area is described as a grassy area and ditch bordered by a tree line to the south. Security Forces, with the assistance of the Airfield Manager and other emergency personnel, will clear the area of personnel and vehicles (See Figure 4.2).

4.14.1.1. Aircrew will notify ATC as soon as possible of the need to use the VFR area. They will then hold as assigned until the Tower has issued clearance to use the jettison area.

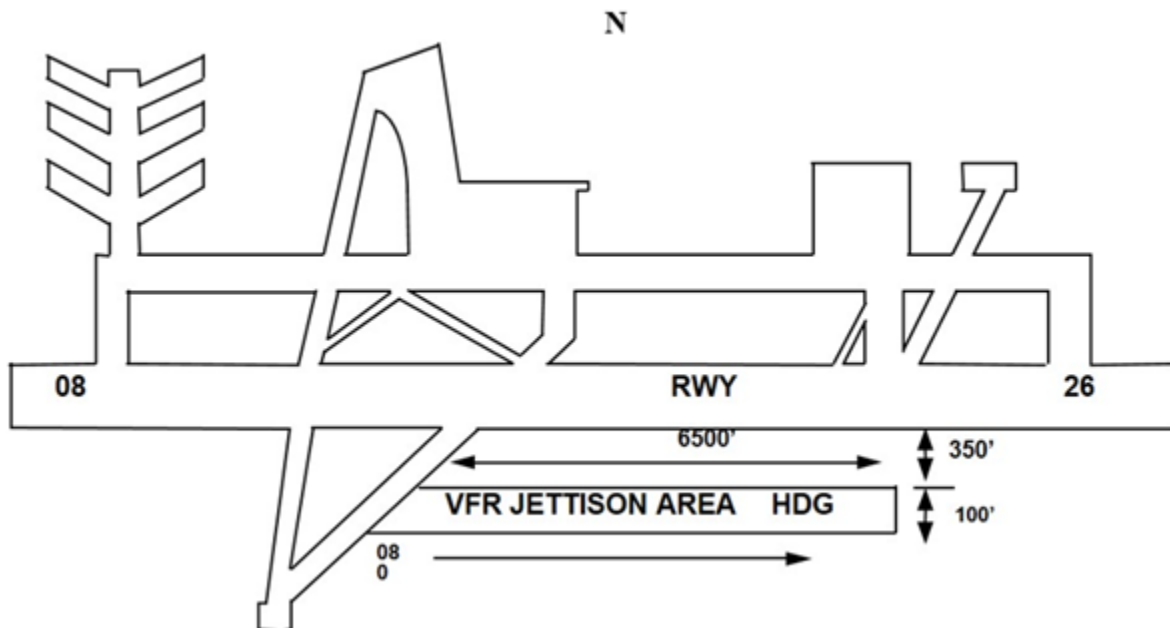
4.14.1.2. Tower will activate PCAS and visually check the area for personnel and vehicles. If any are observed, Tower will notify AMOPS. After AMOPS has notified the Tower the drop area is clear, Tower will approve the aircraft's pass for a drop: "(ACID) ENTRY FOR JETTISON APPROVED."

4.14.1.3. AMOPS will activate SCN after Tower has activated PCAS. They will then notify Security Forces to sweep the jettison area and clear personnel and vehicles from the area immediately and will notify EOD of the drop (if applicable). Aircrew should pickle/jettison abeam TWY Echo extension on the south side of the field at 300 kts, 500ft AGL heading 080 as crossing over TWY Echo extension.

4.14.1.4. After the drop occurs, AMOPS will inspect all affected airfield areas and inform Tower of RWY status.

4.14.1.5. Security Forces will respond immediately to cordon off the affected area and evacuate personnel and vehicles. Inform AMOPS when area is cleared.

Figure 4.2. VFR Jettison Area.



4.14.2. IFR External Stores Disposal/Cargo Jettison/Controlled Bailout/Aircraft Abandonment Area: SJAFB emergency aircraft requiring the use of this area will contact RAPCON or the SOF and can expect a frequency change to local channel 10. The emergency aircraft will proceed outbound on the GSB 291 degree radial at 2200' MSL. Jettison/bailout should occur at 11 DME and no later than 13 DME. Vectors can be obtained from RAPCON who will call entering and exiting the area. If under IFR and receiving vectors, bailout/jettison should occur within 20 seconds of RAPCON's "ENTERING" call to ensure action is complete by 13 DME. Using available RADAR displays, controllers will plot and relay bailout aircraft position information to appropriate authorities.

4.14.3. Fuel Dump. The designated inflight fuel dump area is TBOLT (GSB 145/18) at or above 10,000' MSL. Fuel jettison will be limited to emergency situations or when an urgent operational requirement exists. **NOTE:** IAW AFI 11-2F-15EV3, only conduct fuel dumping to reduce gross weight for safety of flight. When circumstances permit, dump above 10,000' AGL over unpopulated areas.

4.14.3.1. Aircraft shall notify ATC or the SOF before dumping fuel. ATC will provide required separation from the aircraft dumping fuel and issue advisories to other aircraft.

4.14.3.2. The SOF will notify the unit Environmental Protection Coordinator (4 CES/CEIE) as soon as possible after fuel dumping.

4.15. Hot Brakes Aircraft: WARNING: Hot brakes normally attain peak temperatures 12 to 15 minutes after the initial brake application with a minimum cool period of 30 minutes. Taxiing the aircraft in an attempt to cool the brakes by airflow only aggravates the severity of the condition. Therefore, taxiing should be restricted only as necessary to arrive at the hot brake area. Heated brake guidance can be found in TO 00-105E-9 and TO 4B-1-1.

4.15.1. Potential hot brake situations may occur at any location on the airfield. Hot brake situations are always considered "potential" until verified by the Crash Recovery Team Chief. Notification will usually occur through ATC or MOCC.

4.15.2. If potential hot brakes occur in the aircraft parking area: 1) With aircraft engines shut down, all nonessential personnel will be evacuated and, if practical, nearby aircraft within a 300' radius will be removed. 2) With aircraft engines running, the aircraft will taxi to the nearest hot brakes area and point the nose of the aircraft into the wind. KC-135Rs will be directed to TWY Golf.

4.15.2.1. When RWY 26 is in use, aircraft experiencing hot brakes will be parked on the first available EOR spot for TWY B or TWY C, positioned between the VFR hold line and TWY A.

4.15.2.2. When RWY 08 is in use, aircraft experiencing hot brakes will be parked on the first available EOR spot for TWY J or TWY G in any available EOR spot.

4.15.3. If potential hot brakes occur on the RWY or a TWY, the aircrew will notify the SOF and ATC and taxi to the nearest hot brake area and point the nose of the aircraft into the wind.

4.15.3.1. ATC will activate the PCAS and will direct other aircraft and vehicles to avoid passing within 300' of the hot brakes aircraft, if practical. The Fire Emergency Services Flight will respond to the hot brakes aircraft, take control of the emergency once the aircraft is stopped, and assume a surveillance position no closer than 300' unless the Fire Emergency Services determines that a fire is imminent.

4.15.3.2. MOCC and AMOPS, via the SCN, will notify Crash Recovery and advise of aircraft tail number and location. The Crash Recovery Team Chief will assume overall responsibility following the LJG-4FW-0041 for recovery operations once the emergency is terminated. **Note:** During a closure of any TWY, the Airfield Manager will designate/coordinate alternate spots (when needed) for aircraft experiencing hot brakes with the Tower and Fire Emergency Services.

4.15.4. After the aircraft with potential hot brakes arrives at the appropriate hot brakes area, the SFO will take control of the emergency once the aircraft has stopped. The Fire Emergency Services will approach the aircraft, chock the aircraft, assume a surveillance position no closer than 300' from the aircraft, and, in conjunction with the Crash Recovery Team Chief, make an initial assessment of the situation. It is necessary that the aircraft be chocked so that the aircrew does not have to apply the wheel brakes. Use of wheel brakes greatly increases the risk of fire in a hot brakes situation. Once the aircraft is chocked, the aircrew will not apply the wheel brakes or holding brake.

4.15.4.1. If the aircraft is assessed as NOT SAFE to approach, the aircrew will remain in the aircraft with engines running and monitor LC 10, or Ground (LC 2), and the SOF (Ch 9) frequencies and await further instructions. The aircrew should be prepared to emergency ground egress if necessary.

4.15.4.2. If the aircraft is assessed as SAFE to approach, Crash Recovery will approach the aircraft to determine if a hot brake condition exists.

4.15.4.2.1. If a "HOT BRAKE CONDITION EXISTS" Crash Recovery will standby at a safe location maintaining radio or verbal contact with the IC during the "30 minute countdown." Aircraft will be chocked by Fire Emergency Services Personnel to allow the aircrew to release the brakes and wait in the aircraft during the 30 minute countdown. Once the IC has made the determination (through crash recovery) that the brakes are cooled down enough to continue operations, personnel will be allowed to approach the aircraft and continue the de-arming process.

4.15.4.2.2. If Crash Recovery determines a HOT BRAKE CONDITION DOES NOT EXIST, the aircrew will be directed to taxi the aircraft to arm/de-arm or parking as appropriate. AMOPS shall respond to all hot brake notifications for a FOD check.

Figure 4.3. East End Malfunctioning Gun/Hung Flare Chaff Parking Areas.

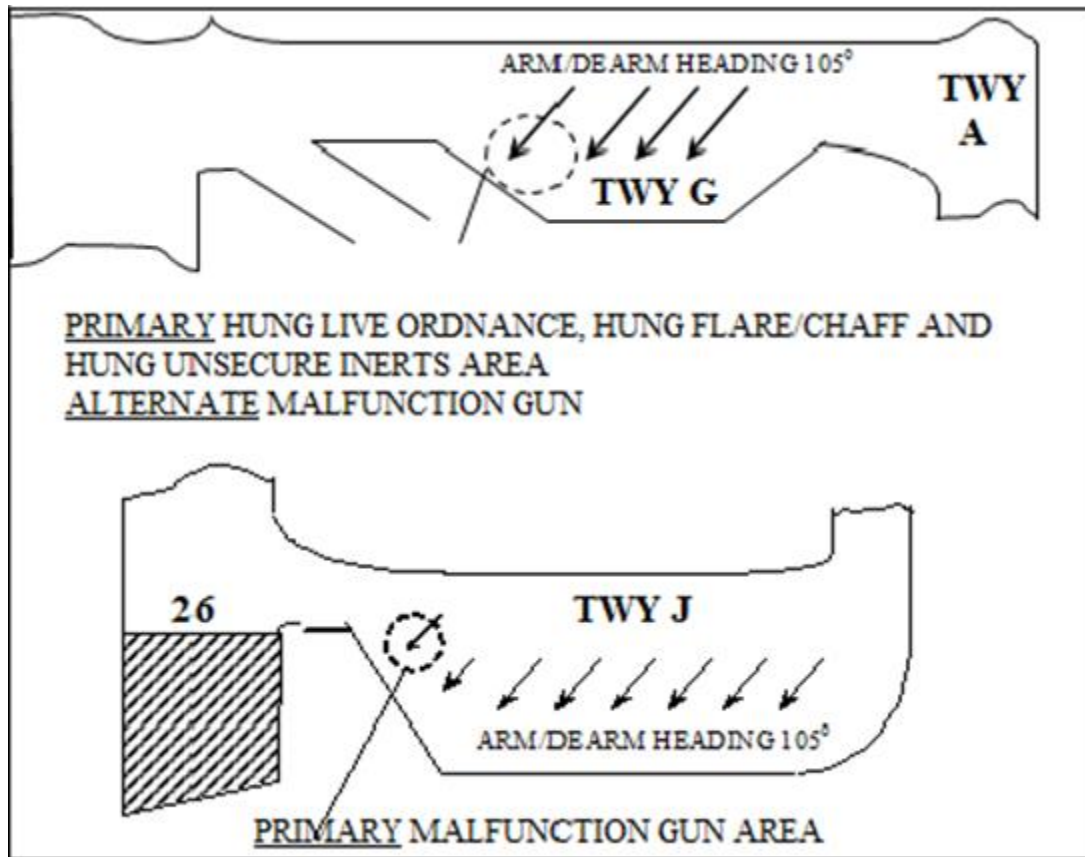
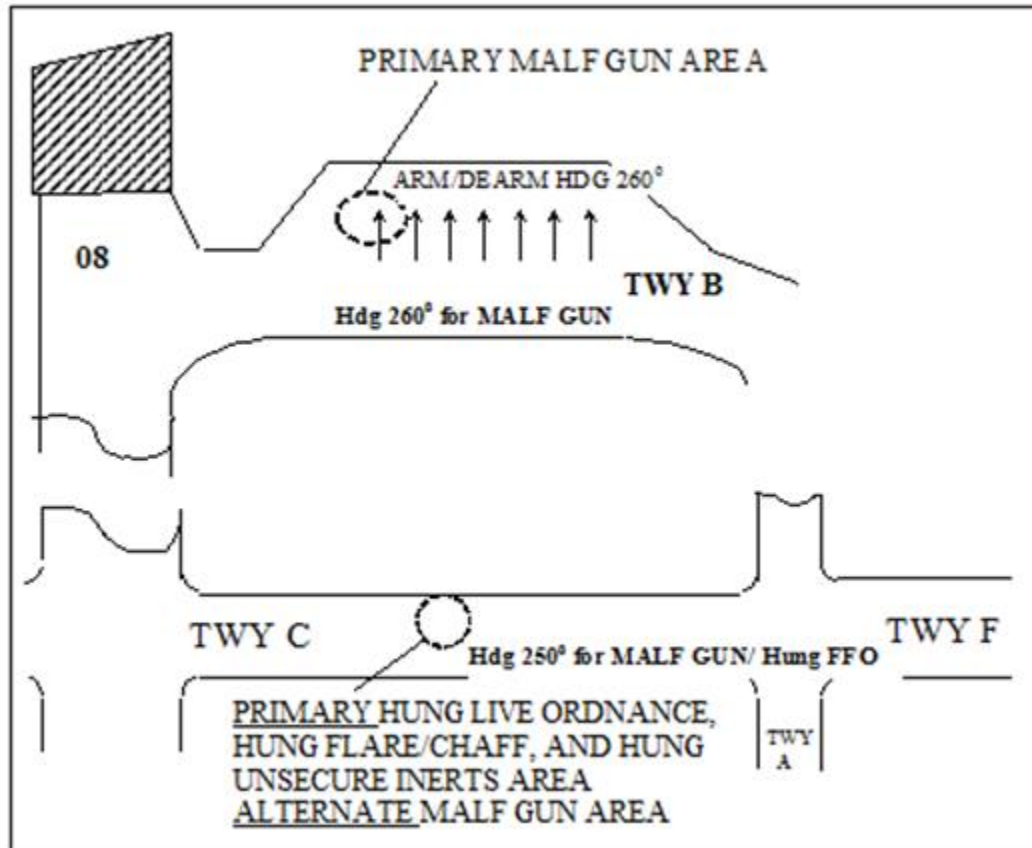


Figure 4.4. West End Malfunctioning Gun/Hung Flare Chaff Parking Areas.



4.16. Gun or Other Ordnance Malfunctions:

4.16.1. Definitions:

- 4.16.1.1. Failure to Release. Ordnance would not release when all appropriate switches were selected and an attempt was made to release.
- 4.16.1.2. Hung Ordnance. Any item attached to the aircraft for the purpose of dropping (or firing), which has malfunctioned and failed to release.
- 4.16.1.3. Inadvertent Firing. Any gun, which fails to stop firing after the trigger is released, fires prior to the trigger being depressed, or fires without command.
- 4.16.1.4. Inadvertent Release. Ordnance that has been fired or dropped without command by the aircrew. Any release from a dispenser of training stores that is different than selected; for example, double bomb release when a single release was intended will be considered a system abnormality rather than an inadvertent release.
- 4.16.1.5. Jammed Gun. Any un-commanded stoppage during firing.
- 4.16.1.6. Live Ordnance. Combat-type ordnance incorporating explosive or incendiary material, including LUU-1B flares. Spotting charges are live ordnance.
- 4.16.1.7. Misfire. Forward or aft firing ordnance that fails to fire upon command.

4.16.1.8. Training Ordnance. Ordnance with the explosive or incendiary material removed or ordnance specifically designed for training. MK-106, BDU-33, 2.75 Forward Firing Ordnance (inert), BDU 50/56, and 20 mm ball or tracer is classified as training ordnance.

4.16.1.9. Unexpended Ordnance. Ordnance carried, but no attempt has been made to employ it.

4.16.1.10. Unintentional Release. Ordnance fired or dropped through aircrew error. **NOTE:** Aircraft with live ordnance remaining will taxi back only to an approved live ordnance area.

4.16.2. Procedures:

4.16.2.1. The aircrew will advise RAPCON or Tower when returning to SJAFB with a known/suspected gun malfunction or upon ground discovery of a gun malfunction. Aircrew will plan a straight-in recovery. Notification will consist of:

4.16.2.1.1. Call sign and aircraft tail number

4.16.2.1.2. Type of gun malfunction

4.16.2.1.3. ETA and Fuel Remaining

4.16.2.2. Tower will notify the SOF, or 4 FW/CP if SOF is not in Tower.

4.16.2.3. SOF will notify the 4 FW/CP.

4.16.2.4. If the aircraft does not return as an IFE and the secondary crash net procedures have not been initiated, 4 FW/CP will notify: EOD, MOCC and Wing Safety.

4.16.2.5. MOCC will notify all agencies on their checklist and the maintenance controller will notify the Armament Shop first to ensure a timely response that is consistent with other key players. The respective AMU Weapons Expediter will be notified and dispatched to the respective jammed gun parking location.

4.16.2.6. The aircrew will park in the appropriate malfunctioning gun spot per directions from the Tower (see Figures 4.3 and 4.4). The jammed gun areas are as follows:

4.16.2.6.1. The east jammed gun area is arm-de-arm Spot 1 TWY Juliet, heading 105 degrees. The alternate area is arm-de-arm Spot 3 on TWY Golf, heading 105 degrees.

4.16.2.6.2. The west jammed gun area is arm/de-arm Spot 1 on TWY Bravo, heading 260 degrees. The alternate area is TWY Charlie approximately 100' past the VFR hold line, heading 250 degrees.

4.16.2.6.3. If more than one aircraft has a jammed gun, use the next available arm/de-arm spot. If an aircraft with hot brakes is in the designated hot brakes area, use the alternate area to park aircraft with jammed guns.

4.16.2.6.4. If an aircraft on the ground is discovered with a jammed or unsafe gun, the aircraft will remain in its current spot.

4.16.2.7. The SFO will act as the IC and will ensure the aircraft is fire safe prior to releasing the aircraft to Crash Recovery. The EOR de-arm crew will then perform normal aircraft safing procedures, to include installing a gun electrical safety pin.

4.16.2.8. The owning AMU flightline weapons personnel will attempt to safe the gun with the assistance of EOD. If the system can be rotated and safed, the aircraft will be released to return to the parking ramp. If the gun system is jammed or the condition of the gun cannot be determined, the aircraft will be shut down on the spot and the Armament Shop will render assistance in clearing the gun. EOD will determine disposition of removed rounds. Always ensure the aircraft is parked with the gun pointing in the least hazardous direction (see Figures 4.3 and 4.4).

4.16.2.9. The gun system will be downloaded prior to any troubleshooting of the system being performed.

4.16.2.10. Under no circumstances will an aircraft be taxied or towed back to the F-15E ramp when the breech bolts of the gun are in the firing position. 4 FW Weapons Safety and the Wing Weapons Manager will be immediately notified when any aircraft on the F-15E ramp is discovered with the gun system having or suspected of having breech bolts in the firing position. A Risk Management assessment must be performed to determine the best course of action to clear the gun system.

4.16.2.11. EOR procedures for unsafe munitions immediately prior to launch. In the event of an emergency, comply with the procedures listed on the emergency data page of the appropriate checklist. If an abnormal or unsafe condition exists or occurs during arming that is not addressed in technical data, immediately stop the operation, notify MOCC, and contact technically qualified guidance before continuing the operation. Do not tow or taxi the aircraft back to the aircraft parking ramp until the abnormal or unsafe condition is resolved. Ensure the aircrew is aware of the emergency and, if necessary, assist them in egressing the aircraft

4.16.3. Hung or Inadvertent Chaff/Flare Procedures:

4.16.3.1. Aircrew Responsibilities:

4.16.3.1.1. Notify RAPCON/Tower of the condition, maintain VFR and avoid populated areas.

4.16.3.1.2. Upon landing, the aircraft will be parked in the hung ordnance areas (see Figures 4.3 and 4.4).

4.16.3.1.3. If an arriving aircraft has a hung chaff/flare, the aircraft will land RWY 08 and turn off the RWY on TWY Golf and park on arm-de-arm Spot 3. If a turnoff cannot be made, the aircraft can request a 180-degree turn on the RWY and taxi back to TWY Golf. The SOF may approve landing on RWY 26 and safe/de-arm on TWY Charlie approximately 100' past the VFR holdline.

4.16.3.1.4. If an aircraft on the ground is discovered with a hung chaff/flare, the aircraft can park in the alternate area, arm-de-arm Spots 1 on TWY Juliet and Bravo hammerheads, or taxi to the primary area on TWY Golf or Charlie. If more than one aircraft has a hung chaff/flare, use the next available arm-de-arm spot.

4.16.3.2. Ground Crew Responsibilities:

4.16.3.2.1. The responding Fire Emergency Services personnel will ensure the munitions have not ignited.

- 4.16.3.2.2. When cleared by the SFO, the responding Crash Recovery crew will chock the aircraft and clear the area. EOD will electrically safe the chaff/flare dispenser and establish actual status of the munitions.
 - 4.16.3.2.3. If there are no indications of a misfire, hang fire, or otherwise displaced chaff/flare, the aircraft will be allowed to return to the parking ramp after normal aircraft EOR safing procedures have been accomplished.
 - 4.16.3.2.4. If there is any evidence of a problem or any doubt about the actual condition, the chaff/flare dispenser will be secured by EOD, and then the aircraft will be shut down. The dispenser or module will be downloaded by EOD before the aircraft is towed to the F-15E ramp.
 - 4.16.3.2.5. At no time will a dispenser or module be removed while power is applied or if the aircraft engines are operating.
- 4.16.4. Any time the ALE-45 system is activated and no release occurs, normal landing procedures will be followed. If an inadvertent release is suspected, the pilot will fly a straight-in approach and ensure the module is safed prior to taxiing back.
- 4.16.5. Aircraft with hung live ordnance:
- 4.16.5.1. Aircraft with hung live ordnance will park in the hung ordnance areas (see Figures 4.3 and 4.4).
 - 4.16.5.2. EOR personnel will attempt to safe/pin all loaded stations. If ordnance can be safed/pinned, the aircraft will taxi back to the designated parking location.
 - 4.16.5.3. If an unsafe condition exists beyond the capabilities of the EOR crew, notify MOCC who will notify the appropriate weapons expediter. Shut down engines, egress aircrews, and wait for EOD personnel or additional guidance.
- 4.16.6. Captive AIM 9 (Broken Dome) Procedures:
- 4.16.6.1. Aircrew Responsibilities:
 - 4.16.6.1.1. Notify RAPCON/Tower of the condition (if known), maintain VFR and avoid populated areas.
 - 4.16.6.1.2. Upon landing, the aircraft will be parked at EOR, furthest spot from RWY to ensure flying is not impeded.
 - 4.16.6.1.3. If an aircraft on the ground is discovered with a broken dome cover, the aircraft can remain in its location and await emergency ground crew response.
 - 4.16.6.2. Ground Crew Responsibilities:
 - 4.16.6.2.1. The responding Fire Emergency Services personnel will ensure a 300' initial cordon is established. Upon inspecting the aircraft and aircrew, the Fire Chief/Incident Commander, can reduce the cordon to immediately around the aircraft and await EOD response.

4.16.6.2.2. When cleared by the SFO, the responding Crash Recovery crew will chock the aircraft and clear the area. EOD will establish actual status of captive AIM 9 and seal area in question. After sealing damaged area, aircraft can be parked in F-15E ramp. The responsible AMU weapons load crew will download the missile and turn over to Munitions Maintenance for disposition.

4.17. EOR Operations during a Hot Brakes, Jammed Gun, or Hung Chaff/Flare. Arriving aircraft will be instructed to exit the RWY at TWY Juliet (RWY 08 in use) or TWY Bravo (RWY 26 in use) when a jammed gun is in progress. If necessary, EOR operations will be moved to TWYs Golf and Charlie. TWYs Golf and Charlie are the primary parking spots for hot brakes or hung ordnance operations with TWYs Juliet and Bravo as the alternates. These procedures do not replace the judgment of the Tower Watch Supervisor on duty if another course of action is warranted.

4.18. Hydrazine Maintenance Procedures. If RWY 26 is active, the aircraft declaring an Emergency Power Unit (EPU) activation/hydrazine leak will be directed to TWY Bravo. If RWY 08 is active, then the aircraft declaring the EPU activation/hydrazine leak will be directed to TWY Juliet. Whenever possible, aircraft declaring an emergency due to an EPU activation/hydrazine leak will be directed to land on RWY 08 because TWY Juliet is the optimum location on the airfield for conducting hydrazine operations. AMOPS will not immediately respond to hydrazine incidents until the area has been safed by the incident commander.

4.19. Emergency Aircraft Arriving to SJAFB While the Airfield is Closed. Specific emergency responses to aircraft arriving to SJAFB while the airfield is closed will be handled IAW [Chapter 4](#) of this instruction. Additionally, the coordination/response actions described in paragraph 1.7 must also be followed by 4 FW/CP, Fire Emergency Services and Airfield Operations personnel given the fluid nature of attending to an aircraft that has arrived to a closed airfield.

Chapter 5

FLIGHT PLANNING PROCEDURES

5.1. General. IAW AFI 13-204V3 *Airfield Operations Flight Procedures and Programs* all aircraft departing SJAFB must have a flight plan on file with AMOPS prior to takeoff.

5.1.1. Military aircraft will use DD Form 175, *Military Flight Plan*, or DD Form 1801, *DoD International Flight Plan*, or other authorized forms according to AFI 11-202 Volume 3, *General Flight Rules*, and FLIP General Planning.

5.1.2. Civilian aircraft may use an approved FAA flight plan in lieu of the military forms.

5.2. Stereo Flight Plans. 4 FW and 916 ARW squadron flight plans may be filed with AMOPS by aircrew or squadron operations via direct line (2-4097), (2-4100) or email (4OSS.OSAA.AIRGMT.org@seymourjohnson.af.mil). If flight plans are faxed, flying squadrons must retain the original DD Forms 175 or 1801 on file for 90 days. Include the following information: Radio Call Sign, Aircraft Type and Number, Estimated Departure Time, and Code Name of Canned or Stereo Flight Plan. **NOTE:** Do not submit Weight and Balance and Flight Authorization documents with flight plan. These documents are not maintained by AMOPS.

5.2.1. Squadrons faxing or emailing flight plans must follow up telephonically to ensure receipt of flight plan with AMOPS. Squadron operations will pass stereo routes to AMOPS for filing via PEX. Squadron operations will notify AMOPS not later than 1 hour prior to first takeoff when PEX has been uploaded to verify flight plans have been received and will notify AMOPS when additional changes have been made to PEX throughout the day.

5.2.2. Squadrons will immediately contact AMOPS with information on overdue aircraft and any flight plan changes.

5.3. Split Recoveries. Local flight plans that include a delay in a working area have a split recovery available. Upon request, split recoveries are available on all stereos that have more than one leg. All others must file DD Form 175, *Military Flight Plan*.

5.3.1. Aircrews must request a "split recovery" when filing flight plans with AMOPS and provide the dispatcher with the call sign of the second element. Washington Center will then have two strips for the recovery portion of the flight plan. Flight leads have the option of recovering together or departing the working area with 2 minutes (8 miles minimum) separation and obtaining individual IFR clearances for recovery.

5.3.2. Flights separating after air refueling to accomplish different missions will file a separate flight plan for each aircraft or element.

5.4. File Times. Domestic flight plans should be filed at least 1 hour prior to proposed takeoff time. During 4 FW surge operations, flight plans should be filed 2 hours prior to proposed departure. International flight plans will be filed at least 2 hours prior to proposed takeoff time.

5.5. Units TDY to SJAFB. Units/aircraft TDY to SJAFB shall file their flight plans in person or establish a Letter of Agreement between SJAFB AMOPS and that unit to fax flight plans to the AMOPS dispatch section. Local Stereo routes are intended only for 4 FW aircraft; however, stereo routes may be used by TDY aircraft if a Letter of Agreement is submitted to AMOPS 48 hours prior.

5.6. Altitude Reservation (ALTRV) Procedures. All aircrew members filing for an ALTRV should review the DoD Flight Information Publication General Planning Guide, **Chapter 4** prior to filing. The following local procedures also apply to aide local aircrews:

5.6.1. Aircrews will:

5.6.1.1. Notify AMOPS and RAPCON at least 72 hours in advance of filing an ALTRV.

5.6.1.2. Involve Airfield Operations (RAPCON/AMOPS) in the planning process. This involvement will permit a thorough review of the flight's intentions and the proposed flight plan(s) to ensure that the routings contain the appropriate ALTRV requirements and help prevent any confusion with Washington Center during departure.

5.6.1.3. Hand carry the ALTRV Flight Plan to AMOPS to ensure accuracy of filing clearance routing to and from the ALTRV portion of the IFR clearance. **NOTE:** RAPCON and AMOPS personnel have the ability to contact Washington Center Military Liaison to ensure an ALTRV flight plan is ready upon mission departure and avoid unnecessary mission delays.

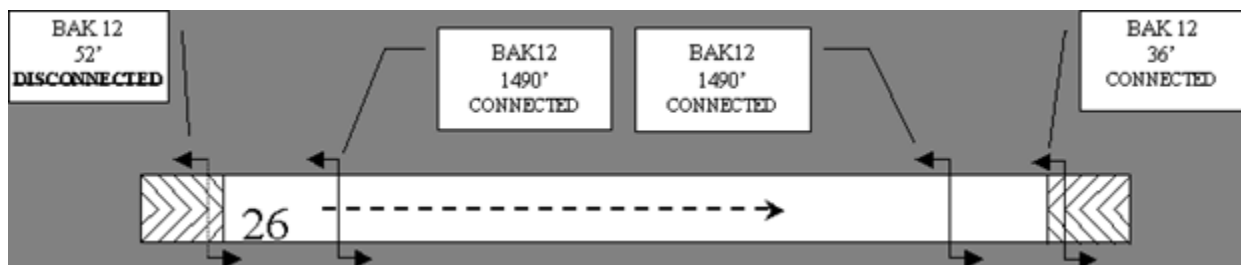
Chapter 6

AIRCRAFT ARRESTING SYSTEMS

6.1. Aircraft Arresting Systems Configuration:

6.1.1. BAK-12 Arresting Cable Systems are the primary arresting system for tail hook equipped aircraft. SJAFB has BAK-12 cables located at both approach ends of the RWY and in the overruns. The cables are located 1490' from the approach end of each RWY, 36' into the RWY 26 overrun, and 52' into the RWY 08 overrun. The standard configuration is the approach end, departure end and overrun BAK-12 cables connected and the under run cable disconnected. (See Figure 6.1)

Figure 6.1. Arresting System Configuration (RWY 26).



6.1.2. When changing the arresting system configuration from one RWY to the other, Barrier Maintenance must be allowed to completely connect the overrun cable. If Barrier Maintenance is instructed to exit the RWY before the cable has been completely connected, they must drag the cable back off of the RWY before any aircraft lands.

6.1.3. Any situation which impairs the operational capability of an installed arresting system (i.e., when the effective pendant height has fallen to less than 1.5 inches (38 mm)) Barrier Maintenance will immediately report to the Base Civil Engineer, AMOPS, 4 FW/CP, and 4 FW/SEF. Agencies will make higher headquarters notifications through their functional chain of command.

6.1.4. Any cable deficiency will be reported immediately to the 4 CES Power Production. Findings after 4 FW flying window will be reported to 4 CES Customer Service, who will in turn notify Power Production standby personnel.

6.1.5. IAW AFI 32-1043, the arresting cables are operational with 4 tie-downs. The F-15E only requires 4 tie-downs. 8 tie-downs are required for the F-16 and other aircraft. When tie-downs are observed as missing, from the arresting cables, Barrier Maintenance and the Control Tower will be immediately notified. Barrier Maintenance will report to the runway to fix the broken tie-downs. The Control Tower will provide access to the runway as soon as possible based on local flying. The Control Tower will alert any inbound aircraft requiring use of the arresting cables that tie-downs are missing.

6.2. Procedures:

6.2.1. All agencies responding to arresting system engagements will perform their duties immediately after the aircraft is declared safe by the SFO and independently of others unless stopped by the IC. To the maximum extent possible, all assigned tasks should be accomplished simultaneously. 10 minutes is required to reset the BAK-12 cables.

6.2.2. Mechanical (Tow) Method. The aircrew will ensure that all rearward movement is stopped and clearance is received from the Fire Emergency Services signal man. Aircrew will remain in the aircraft unless fire is suspected or imminent. This procedure does not preclude the aircrew from evacuating the aircraft in the interest of safety. After the emergency aircraft is declared fire safe by the SFO, the crash recovery crew will chock the aircraft, shut down left engine, safe landing gear, shut down right engine, connect the tail hook tow sling, connect tow vehicle/bar, and disengage the tail hook from the cable. EOR personnel will simultaneously inspect and safe all ordnance as required prior to towing aircraft.

6.2.3. Rewinding and resetting of the arresting cable will begin as soon as the hook is disengaged unless there is damage to the aircraft or the cable. If either of those conditions exist do not retract the cable until cleared by 4 FW Safety/Dover 2.

6.2.4. RWY operations may be resumed immediately after the cable is rewound and certified operational by Barrier Maintenance Personnel, all vehicles have departed the RWY, and the RWY check is complete by AMOPS. At the discretion of the IC, aircraft may be recovered over an un-reset cable if emergency conditions warrant.

6.2.5. Personnel are prohibited from standing or walking in front of forward firing ordnance without properly installed safety pins.

6.2.6. Records of operational activity and engagements will be kept in the fire station and barrier maintenance logbooks, with respective personnel responsible for making the entries. Information will include the date and time of action and a description of the event. Each engagement of an arresting system will be documented with the reading from the recording tachometer and pressure gauge. The SFO will also record the distance of tape pullout, aircraft tail number and estimated TOTAL aircraft weight and speed.

6.3. 4 CES/CC Responsibilities:

6.3.1. Ensure a Power Production individual with an AF FORM 483 (*Certificate of Competency*) is available 24 hours a day, seven days a week.

6.3.2. Maintain all arresting systems.

6.3.3. Operate arresting systems during RWY changes and engagements.

6.3.4. Certify arresting systems prior to the flying day, after any engagement, after RWY end changes, and periodically inspect arresting systems throughout flying days.

6.3.5. Advise AMOPS and Tower personnel of any malfunction of the arresting systems and the estimated time required for repair.

6.3.6. Position necessary equipment and personnel when advised by Tower of a proposed non-emergency cable engagement.

6.3.7. Provide the operational status of arresting systems using the terms “Operational” or “Non- Operational” following aircraft certifications and “In service” and “Out of service” for long-term malfunctions and repair.

6.3.8. Coordinate with AMOPS at least 1 hour prior to conducting any work on the arresting cables during duty hours and 24 hours prior to any scheduled work after duty hours, except for emergency/immediate repairs.

6.4. Fire Emergency Services Responsibilities. Upon notification from the Tower, the Fire Emergency Services will respond and perform duties as outlined herein. Firefighters performing tasks at a cable will be in constant radio contact with the Tower and be prepared to clear the RWY without delay.

6.4.1. Inspect the cable prior to aircraft engagement, time and circumstances permitting, and notify the Power Production standby person if the engagement occurs during non-flying window.

6.4.2. Assume the IC duties until the cable is reset or removed from the RWY or until the 4 MSG/CC or designee assumes command.

6.4.3. Upon arrival at the scene, check for the presence of fire or potential fire hazards. If actual fire or a fire hazard exists, delay further recovery actions until the fire hazards are neutralized.

6.4.4. Ensure all visual signs are given by Fire Emergency Services personnel stationed at the 11 o'clock position of the aircraft. Visual signs will be IAW paragraph 6.5 of this instruction.

6.4.5. Proceed with the rewinding of the arresting systems as soon as the cable is free from the tail hook. If the arresting cable cannot be reset within 10 minutes after aircraft disengagement from the arresting system, or at the direction of the IC, remove the cable from the RWY. Coordinate this action through AMOPS, the Tower and with the SOF.

6.4.6. Inspect and reset cable after an aircraft engagement.

6.4.7. Ensure that Power Production personnel (certification qualified) with an AF FORM 483 are available to certify the system prior to use. If Power Production personnel are delayed, continue with the rewind and note any damage. Notify the Tower that the system has been reset but is waiting to be certified by Power Production personnel. Power Production personnel will coordinate with the Tower and Fire Protection personnel upon arrival to inspect the system for certification.

6.4.8. The following criteria are used in determining when an arresting system tape or cable requires replacement:

6.4.8.1. Aircraft weight and speed at time of engagement causing a regime 4 on the nylon tapes.

6.4.8.2. Any cut into the longitudinal fibers of the nylon tape that cannot be cropped off safely.

6.4.8.3. Five or more broken wires within one rope lay of the cable.

6.4.8.4. Nine or more broken wires over the entire length of the cable.

6.4.8.5. Sharp kinks that cannot be removed by pre-tensioning.

6.4.8.6. Tape and cable must be replaced anytime the aircraft speed exceeds 180 knots at time of arrestment.

6.4.9. In order to preclude unnecessary resetting of the arresting system after engagement, the above mentioned information is required by the 4 CES Power Production shop. Therefore, prior to resetting the arresting system, aircraft weight and speed will be relayed to 4 CES Barrier Maintenance Personnel immediately following each engagement by the most expeditious means of communication. Individual responsibility for relaying this information will be:

6.4.9.1. SOF.

6.4.9.2. IC or SFO (in the absence of a SOF).

6.4.9.3. AMOPS.

6.5. Arresting System Signals. After coming to a stop in the arresting system, the following hand signals will be used by the director, who will be standing on the RWY at the 11 o'clock position of the aircraft. Wands will be used at night.

6.5.1. COME FORWARD: Normal beckoning motion of the hands. Director wants all tape pulled out of the arresting system.

6.5.2. STOP: Arms repeatedly crossed above head with rapid arm movement related to the urgency of the stop.

6.5.3. ROLL BACK: Hands hanging down, palms open, motioning backwards. Let tape tension pull aircraft backwards.

6.5.4. HOOK UP: Extended thumb motioning up into the palm of other hand. If hook does not come free of cable, you will have to accomplish items as directed to disengage hook.

6.5.5. PASS DOWN THE RWY: Both hands pointed forward down the RWY. If too much power is used, the cable will roll along the RWY and be damaged.

6.6. Use of Aircraft for Arresting System Training. Practice engagements by landing 4 FW aircraft are not authorized. If it is necessary to use a taxiing 4 FW aircraft for arrestment gear training and ground engagement, or certification engagements, barrier certifications will be done at the speed recommended by AFI 11-2F-15EV3_SJAFBSUP and arresting cable Technical Order 35E8-2-1-10.

Chapter 7

HANDLING OF TRANSIENT AIRCRAFT

7.1. Responsibilities. The 4 OG/CC, through the AFM, is responsible for coordination of base agencies and activities to ensure proper handling of transient aircraft and rendering the most courteous assistance possible to transient aircrew members.

7.2. Prior Permission Required (PPR). The purpose of being PPR is to manage (not normally restrict) aircraft operations. All transients must obtain a PPR number to land at SJAFB. The requirement for PPRs includes Distinguished Visitors (DVs), Special Air Missions (SAM), hazardous cargo and aircraft on Airevac/Medevac missions regardless of affiliation for notification and coordination purposes. PPR numbers will not normally be issued earlier than 10 days prior to arrival and are required to be obtained no later than 24 hours prior to arrival. Requests for PPRs in advance of 10 days prior require AFM's approval. Requests for PPRs for the same day will not be turned down unless parking, TA servicing, hours of operations, etc., do not permit the operation to take place. PPRs are not required for aircraft that wish to do pattern work only. Contact AMOPS at 722-4097 to request the PPR. **NOTE:** 4 FW/CC or 4 OG/CC may authorize OBO or PPR restrictions that do not exceed 6 months. This approval may not be delegated. All other OBO/PPR restrictions must be approved by HQ ACC/A3.

7.3. Transient Procedures. The AFM will establish necessary procedures to notify all interested agencies of the estimated time of arrival (ETA) at SJAFB of all transient aircraft, to include Air Evac, SAM, alert aircraft, AWACS, and divert aircraft.

7.3.1. AMOPS will, when applicable, notify the Tower, TA and Transportation of inbound aircraft. Depending on the type of aircraft, he/she will notify additional agencies. Minimum guidelines are:

7.3.1.1. Air Evac arrivals: Notify the Clinic and Fire Emergency Services of the aircraft type, ETA/Estimated Time of Departure (ETD), number of litter on/litter off, and number ambulatory on/offload. Update agencies when aircraft has reached 10 flying miles from the RWY.

7.3.1.2. Accomplish checklists for DV, dangerous cargo, NAOC and TACAMO.

7.3.1.3. Notify TA to coordinate transient parking availability and whenever an aircrew proposes to start engines or indicates a proposed takeoff time.

7.3.1.4. Pass appropriate arrival/departure times to 4 FW/CP.

7.3.2. The Tower will:

7.3.2.1. Inform AMOPS of all inbound transients NLT 10 flying miles from the RWY.

7.3.2.2. Advise aircrew to contact AMOPS, if needed, via PTD (UHF 372.2) to pass load messages, etc.

7.4. Pilot to Dispatcher (PTD) Frequency. Any aircraft needing to contact the AMOPS Dispatcher on PTD should do so on frequency 372.2.

7.5. Temporary Storage of Transient Aircrew Classified and/or COMSEC material. Transient aircrew requiring temporary storage of classified and/or COMSEC material up to SECRET, will coordinate with 4 FW/CP.

7.5.1. Temporary storage is defined as no longer than 72 hours; longer duration requires additional coordination with Command Post.

7.5.2. All classified material will be properly marked and sealed by aircrews prior to storage IAW Air Force guidance and local procedures.

7.6. Distinguished Visitor (DV) Aircraft: IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs*, Para 7.11.3.2, relaying distinguished visitor (DV) information is necessary for military protocol. An ATC facility with direct landline capability may relay DV information to a single agency (AMOPS or 4 FW/CP). The ATC facility notifies the agency only once. This duty is secondary to providing ATC services. The following local responsibilities apply:

7.6.1. DV Inbound:

7.6.1.1. Upon notification of an known inbound DV aircraft, AMOPS will run the 4 OSS/OSAA DV notification checklist.

7.6.1.2. For an unannounced DV, AMOPS or RAPCON will call 4 FW/CP as soon as they receive an inbound flight plan or flight strip. 4 FW/CP will then run the 4 FW/CP DV notification checklist.

7.6.1.3. RAPCON will call AMOPS upon initial contact with the aircraft and relay call sign, DV code and current position. AMOPS will call 4 FW/CP and pass the information verbatim.

7.6.1.4. 4 FW/CP will notify all appropriate agencies following the initial call from AMOPS.

7.6.1.5. All follow-on inquiries as to aircraft position must be made to AMOPS and not an ATC facility. **NOTE:** Repeated phone calls to an ATC facility may cause interference with the safecontrol of aircraft. AMOPS is the only agency permitted to call directly to the RAPCON or the Tower for DV aircraft position updates.

7.6.1.6. AMOPS will make a position update request approximately 10 minutes following the initial call and relay the position update to the 4 FW/CP for dissemination to applicable base agencies.

7.6.2. DV Departure Notification: Tower will immediately pass the DV take-off time to AM Ops for transfer to 4 FW/CP for relay to appropriate agencies.

7.6.3. 4 FW/CP serves as the single point of contact for all DV inbound notifications.

7.7. Unscheduled Aircraft Landing. Military aircraft landing at Seymour Johnson without prior approval or coordination are considered unscheduled. Civilian aircraft are not authorized to land without Civil Aircraft Landing Permit IAW AFI 10-1001, *Civil Aircraft Landing Permits*, and prior approval from the AFM. After hours unscheduled arrivals will be coordinated IAW paragraphs 1.5 and 1.6 of this instruction. The following procedures apply:

7.7.1. Civil Aircraft:

7.7.1.1. AMOPS will:

7.7.1.1.1. Immediately notify the AOF/CC and the AFM.

7.7.1.1.2. Try to obtain the callsign, departure location, landing permit number and expiration date (if civil aircraft) from the 4 FW/CP, ATC or Washington Center.

7.7.1.1.3. If above agencies cannot confirm aircraft origin after landing, activate the SCN.

7.7.1.1.4. As directed by the 4 FW/CC or 4 OG/CC obtain clearance from the Tower to park the aircraft with escort from 4 BDOC duty patrol. Passengers, if any, will remain at the aircraft. Aircraft whose intentions cannot be determined or are questionable shall be parked on the Hazardous Cargo Pad or the Alert Apron. This will keep the aircraft isolated and away from wing and transient aircraft until it is determined that it is not a threat. The parking location will be coordinated with BDOC prior to the aircraft landing, so they can respond.

7.7.1.1.5. Notify Washington Center Military Liaison.

7.7.1.1.6. Conduct an airfield check to ensure safe airfield operations may be conducted following the unscheduled arrival.

7.7.1.2. RAPCON will:

7.7.1.2.1. Notify AMOPS immediately of a pending unscheduled aircraft arrival. Inform aircraft to contact AMOPS. Unless the aircraft has declared an emergency, will not allow aircraft to land until cleared by AMOPS.

7.7.1.3. Tower will:

7.7.1.3.1. Notify AMOPS immediately of a pending unscheduled aircraft landing unless previously identified by the RAPCON.

7.7.1.3.2. If landing is unauthorized, activate the PCAS and treat the landing as an emergency situation.

7.7.1.3.3. Inform aircraft to contact AMOPS. Unless the aircraft has declared an emergency, Tower will not allow aircraft to land until cleared by AMOPS.

7.7.2. Military Aircraft:

7.7.2.1. Military aircraft are authorized to land at SJAFB. The Airfield Manager will approve PPR and Official Business Only (OBO) transient operations on behalf of the 4 OG/CC. If a military aircraft lands without an approval, and not in emergency condition, the following procedures apply:

7.7.2.1.1. RAPCON will:

7.7.2.1.1.1. Notify AMOPS immediately upon recognition of an unscheduled aircraft arrival. Inform aircraft to contact AMOPS. Unless the aircraft has declared an emergency, will not allow aircraft to land until cleared by AMOPS.

7.7.2.1.2. Tower will:

7.7.2.1.2.1. Notify AMOPS as quickly as possible prior to or immediately after landing. Inform aircraft to contact AMOPS. Unless the aircraft has declared an emergency, it will not be allowed to land until cleared by AMOPS.

7.7.2.1.3. AMOPS will:

7.7.2.1.3.1. Notify AOF/CC and the AFM.

7.7.2.1.3.2. Notify TA to coordinate aircraft parking location.

7.7.2.1.3.3. Perform a RWY check immediately following landing to ensure the RWY is safe to continue operations.

7.7.2.1.3.4. Make immediate contact with the pilot to determine the circumstances surrounding the unscheduled landing. Report results to the AFM and AOF/CC for forwarding to 4 OG/CC.

Chapter 8

AIRFIELD LIGHTING SYSTEM

8.1. Lighting Systems.

8.1.1. RWY lights:

8.1.1.1. High Intensity RWY Lights (HIRLS) are white and are located on both sides of the RWY not more than 10' from the edge of the full strength pavement. The last 2000' on an instrument RWY are colored yellow.

8.1.1.2. RWY End Lights define the end of the operational RWY surface for aircraft take-off, landing or roll-out. They consist of unidirectional red lights on one side, green on the other.

8.1.2. Approach lights: ALSF-1 consists of threshold lights, a pre-threshold bar, a terminating bar, a 300 meter (1000') cross bar, 2100' of elevated approach lighting extending beyond end of RWY and sequence flashing lights.

8.1.3. SFLs: Sequenced Flashing Lights are operated in conjunction with the ALSF-1 and flash in sequence to direct the aircraft towards the RWY.

8.1.4. RWY Distance Remaining Markers: White numeral inscription on black background installed along both sides of the RWY. The number on the signs indicates the distance (in thousands of feet) of landing RWY remaining.

8.1.5. PAPIs: The Precision Approach Path Indicators are installed in a single row of four light units used on final for VFR approaches on both sides of RWY.

8.1.6. TWY Lights: TWY edge lights define the lateral limits of aircraft taxi routes and are installed for use as needed during instrument and night VFR operations. TWY edge lights are omni-directional and emit aviation blue light.

8.1.7. Airfield Rotating Beacon: Rotating light alternating green and two quick white flashes signifying a military airport.

8.1.8. Arresting Gear: Arresting Gear markings (AGMs) identify location of BAK-12 cables on the operational RWY surface. They are a translucent yellow circle approximately 3.5' in diameter facing both RWY directions.

8.2. Operation. Operation of the RWY lights, ALSF-1, SFLs, PAPIs, distance remaining markers, TWY lights, and rotating beacon will be as specified in AFI 13-204V3 *Airfield Operations Flight procedures and Programs* and FAAO 7110.65, or as requested by the Supervisor of Flying (SOF) and/or Aircraft Commander. Approach lights will remain at the requested level until another request is made or the visibility restrictions are eliminated. PAPIs will be turned on whenever the RWY is in use.

8.3. Alternate Procedures. Whenever the Tower is closed or evacuated, AMOPS will contact Civil Engineering Airfield Lighting (or Fire Emergency Services as appropriate) and advise them to proceed to the airfield lighting vault to control the airfield lights. CE or the Fire Emergency Services will operate the airfield lighting system as directed by an Air Traffic Controller/Tower personnel (or AMOPS personnel if Tower controllers are not available) over the FM radio or commercial telephone.

8.4. Maintenance:

8.4.1. Civil Engineer Electric Shop will:

8.4.1.1. Inspect the airfield lighting system at start of the normal duty day. Pick up a copy of the AMOPS Airfield Lighting Inspection Sheet prior to proceeding out on the airfield.

8.4.1.2. Inform AMOPS and Tower of lighting inspection results/discrepancies and any corrections made on any portion of the airfield lighting system. Brief AMOPS on any discrepancies that could not be corrected and provide an estimated time of completion (ETC).

8.4.2. AMOPS will:

8.4.2.1. Conduct daily check(s) of the airfield lighting system.

8.4.2.2. Immediately report discrepancies to Civil Engineering Customer Service if the outage impacts the flying mission. Otherwise, send the outage list to Airfield Lighting every evening.

8.4.2.3. Request emergency service on any airfield lighting system that might affect flight safety/operations. As dictated by AFJMAN 11-208, *Department of Defense Notice to Airmen (NOTAM) System*, send a NOTAM or Airfield Advisory until the equipment is fixed.

8.5. Inoperative Approach Lighting Systems (ALS) Landing Minimums. AMOPS will determine the status of the approach lighting systems and the precision approach RWY markings. If approach lights are not in satisfactory condition or the RWY markings are not clearly visible, AMOPS shall advise RAPCON and Tower that no-light approach minimums are in effect and transmit a NOTAM.

Chapter 9

NOISE ABATEMENT PROGRAM

9.1. Quiet Hours Policy. This instruction outlines procedures taken by all flying organizations and transient aircraft at SJAFB. 4 OG/CC has directed no takeoffs, landings or ground engine runs above idle between 2230 and 0600 local, except as approved by the 4 FW/CC or a designated representative on a case-by-case basis.

9.2. Applicability. Flight operations involving alert aircraft, JCS exercises, actual deployments, active air defense activities, scheduled night flying and periodic night exercises (ORI/ORE, etc.) are not restricted or inhibited by quiet hour restrictions. In addition, engine runs conducted in the hush house do not require prior approval during quiet hours.

9.3. Responsibilities:

9.3.1. Only the 4 FW/CC or representative may grant waivers to the Quiet Hour Policy.

9.3.2. The 4 FW/CP is the point of contact for waiver requests.

9.4. Noise Complaints. 4th Fighter Wing Range and Airspace (4 OSS/OSOR - 722-2672) is the 4 FW OPR for investigating noise complaints received from all sources. To the maximum extent possible, refer callers to 4 OSS/OSOR during normal duty hours and to 4 FW/CP at all other times.

9.5. Quiet Hours Policy and Request Procedures for Wing Ceremonies. Organizations desiring temporary quiet hours for changes of command or other ceremonies should submit their request to 4 OSS/OSO. 4 OSS/OSO will ensure the AOF/CC and AMOPS are informed of the event after the 4 OG/CC has approved the quiet hours.

9.5.1. Applicable Events. Quiet hours requests will be considered for official events occurring in the vicinity of the airfield only (F-15E Ramp and TA Ramp). Such events may include unit changes of command, retirements and special occasion ceremonies. Quiet hours approval for ceremonies and events occurring away from the airfield are not warranted under normal circumstances.

9.5.2. Date and Time. In all cases, quiet hours requests should be for dates and times that minimize the impact on flight operations. These events should be scheduled prior to or after 4 FW Flying window and deconflicted with the 916 ARW's dedicated mission schedule. To ensure compliance event POCs coordinate with 4 FW and 916 ARW Scheduling when establishing a date and time for proposed quiet hour event.

9.5.3. Duration. Planner of ceremonies requiring quiet hours should strive for a maximum of 30 minutes duration. The quiet hours will be publicized via a local airfield NOTAM. Unless otherwise specified the quiet hours period will begin 5 minutes prior to ceremony start time and expire 40 minutes after ceremony start time (45 minutes total time).

9.5.4. Permitted Flight/Airfield Operations.

9.5.4.1. Level 1: Only events of extraordinary magnitude or importance will receive Level 1 quiet hours approval. Examples include visits from the President, Vice President, Secretary of Defense, or other senior member of the government. During Level 1 quiet hours, no aircraft tows, taxis, takeoffs or landings will be permitted except in case of emergencies. This includes both 916 ARW and 4 FW aircraft, regardless of location. Additionally, no aircraft engine starts, engine runs or the use of Aerospace Ground Equipment (AGE) will be permitted on the F-15 or TA Ramp. Aircraft engine starts and the use of AGE is permitted on the 916 ARW ramp for 916 ARW aircraft only. Finally, controlled over-base flights will be restricted to above 10,000 feet MSL within 5 statute miles.

9.5.4.2. Level 2: Base-wide events such as Independence Day celebrations, POW/MIA memorials and other similar events will constitute Level 2 quiet hours. During Level 2, aircraft tows and refueling within 300 feet of the ceremony, taxis and takeoffs will not be permitted except for emergencies. This includes both 916 ARW and 4 FW aircraft, regardless of their location. No aircraft engine starts or engine runs will be permitted on the F-15E or TA ramps. Aircraft engine starts and the use of AGE is permitted on the 916 ARW ramp for 916 ARW aircraft only. Aircraft will make full-stop straight-in landings only and will hold at the end of the runway area when clear of the runway.

9.5.4.3. Level 3: Events not qualifying for Levels 1 or 2 quiet hours will fall under Level 3. During Level 3, F-15E takeoffs will not be permitted but aircraft taxis are allowed outside of the F-15E and TA ramps. Additionally, returning aircraft will make a straight-in approach to a full-stop landing. Tactical and Initial arrivals are prohibited. Engine starts, engine runs and AGE operations on the F-15E and TA ramps are prohibited. Refueling and aircraft tows will not be permitted within 300 feet of the ceremony. 916 ARW aircraft that are parked on the 916 ARW ramp can execute normal day to day operations including start, taxi and takeoff.

Chapter 10

CONTROLLED MOVEMENT AREA

10.1. General. The CMA is defined as the RWY, overruns, any TWY leading to the RWY beyond the RWY instrument/IFR hold line, or within 100 feet of the RWY, including grassy areas adjacent to the RWY. This also includes the ILS critical areas along perimeter road identified by signs/stoplights. Only vehicles/personnel completing mission requirements are authorized to operate within the CMA. Vehicle movement will be held to the absolute minimum consistent with mission requirements. Prior to operating a motor vehicle on the SJAFB airfield, all base personnel will perform operations IAW SJAFBI 13-213, *Airfield Driving Instruction*.

10.2. Controlled Movement Area (CMA) Entry Procedures (Reference Diagrams A2.1 Controller Movement Areas and A2.2 Entry Control Points):

10.2.1. AUTHORIZED VEHICLE OPERATORS OR AUTHORIZED ESCORTS MUST ESTABLISH TWO-WAY RADIO COMMUNICATION WITH THE CONTROL TOWER TO REQUEST ENTRY INTO THE CONTROLLED MOVEMENT AREA. Only those personnel who have "CMA AUTHORIZED" listed on the reverse of the AF IMT 483 are allowed to enter the CMA. Vehicle call signs authorized for use in the CMA include Lion 1-7, Dover 1-3, Airfield 1-4, Chief 1/2, TA, Airfield Lighting, Airfield Maintenance, Barrier Maintenance 1-4, Blade 1, Snow 1-2, Survey 1, Sweeper 1-2, Heavy Equipment, and Equipment1. All others must be approved on a case by case basis by Airfield Management.

10.2.2. All vehicles will turn on hazard/warning flashers and/or rotating beacons prior to entry into the CMA and prior to contacting the Control Tower to request access. This applies to all pre- authorized vehicles/escorts entering the CMA on a normal basis as well as contractors performing functions within the CMA on a temporary basis. If a vehicle is not equipped with beacons, inform the tower and ensure the emergency flashers are activated. If the vehicle is stationary on the RWY, it will be positioned facing the Tower. Entrances into the CMA and/or RWY crossings are permitted only when authorization is obtained from the Control Tower via radio using the following procedures: *Note:* NEVER USE THE WORDS CLEAR, CLEARED, OR CLEARANCE WHEN IN RADIO COMMUNICATION WITH THE TOWER. THESE WORDS ARE RESERVED FOR COMMUNICATIONS BETWEEN THE TOWER AND AIRCRAFT.

10.2.2.1. Radio the Control Tower, give your call sign, the request to access the RWY, current location and requested route. *Phraseology:* SEYMOUR GROUND, CRASH 3, REQUESTS RWY ACCESS FROM TWY CHARLIE.

10.2.2.1.1. INST Hold Line procedures are always in effect for vehicles, thus vehicle operators must request to operate within the INST Hold Lines. Vehicle operators will make one of the following calls depending on their intentions.

10.2.2.1.1.1. Operations Inside INST Hold Lines/*UP TO BUT NOT ON THE RWY:* Radio Control Tower with who you are calling, who you are, where you are and where you want to operate. *Phraseology:* SEYMOUR GROUND, SWEEPER ONE IS LOCATED ON TAXIWAY BRAVO, REQUEST PERMISSION TO PROCEED WITHIN THE INSTRUMENT HOLD LINE AND UP TO, BUT NOT ON, THE RUNWAY. *Note:* Always read back control instructions verbatim.

10.2.2.1.1.2. Operations from/inside INST hold lines to include the Runway: Radio Control Tower with who you are calling, who you are, where you are and where you want to operate. *Phraseology: GROUND, SWEEPER ONE IS LOCATED WITHIN THE INSTRUMENT HOLD LINES ON TAXIWAY BRAVO, REQUEST PERMISSION ONTO RUNWAY 08/26.*

10.2.2.2. Control Tower will approve or disapprove the request based on other traffic, using the following phraseology. *CRASH 3, SEYMOUR GROUND, PROCEED ON RWY 26 / RWY 08 AT TWY BRAVO, REPORT WHEN OFF or CRASH 3, SEYMOUR GROUND, HOLD SHORT OF THE RWY. Note:* The driver shall repeat ALL instructions back to the Tower.

10.2.2.3. All vehicles and/or personnel must inform the Control Tower immediately upon exiting the CMA as follows:

10.2.2.3.1. Advise the Control Tower as soon as the vehicle is off the RWY. *Phraseology: SEYMOUR GROUND, CRASH 3 IS OFF THE RWY AT TWY GOLF. Note: OPERATIONS UP TO, BUT NOT ON* is defined as up to the plane established by the RWY lights. If this plane is broken for any reason without proper clearance by Tower, it would constitute a RWY intrusion.

10.2.2.4. POVs, GOLF CARTS, BICYCLES and REGISTERED EQUIPMENT are PROHIBITED from crossing or operating on the RWY.

10.2.2.5. Contractors are normally prohibited from crossing the active RWY. Requests for exceptions will be directed to Airfield Management, and will be evaluated on a case-by-case basis. If approved, Airfield Management will train the contractor on CMA procedures and coordinate with the Control Tower and Base Defense Operations Center.

10.2.2.6. Personnel are not permitted to walk across the RWY at any point, at any time, unless in direct radio contact with the control tower.

10.2.2.7. RWY Emergency Exit Procedures. In the event radio contact is lost, the Tower will use the RWY edge lights or light gun signals to communicate. If the RWY edges lights are used, Tower will cycle through the five light intensities to get the vehicle operator's attention. The operator will immediately try to establish radio contact with the Tower while exiting the RWY. Vehicles/personnel authorized to operate on the RWY will continuously observe the Control Tower for light gun signals (see Attachment A2.11). If the Control Tower flashes the RWY edge lights on and off, all vehicles will exit the RWY immediately.

Chapter 11

INVESTIGATING EMERGENCY LOCATOR BEACON SIGNALS

11.1. General:

11.1.1. An Emergency Locator Beacon (ELB) is any emergency transmitter that transmits a modulated tone on 243.0 Ultra High Frequency (UHF) and 121.5 Very High Frequency (VHF). These include Personnel Locator Beacons (PLB), Crash Position Indicators (CPI), and Emergency Locator Transmitters (ELT).

11.1.2. The operation of aircraft with ELBs installed in parachutes, survival kits, and air foils occasionally results in inadvertent activations. When inadvertent activations occur, it is essential that procedures for search and termination of these ELBs be implemented quickly. This will prevent GUARD frequency saturation, which results in loss of the primary emergency frequency and complicates airfield operations during valid emergencies.

11.1.3. It is extremely important that all agencies responsible for search of activated ELBs be notified immediately upon detection of an activated ELB.

11.2. Procedures. The process of notification, search and reporting of activated beacons will be as described below: *NOTE:* For ATC purposes PLBs, ELTs, and CPIs will be referred to as ELBs.

11.2.1. Units monitoring UHF guard frequency will notify 4 FW/CP to initiate a search whenever an ELB activation occurs that is in excess of six seconds duration. All Life Support and Maintenance personnel involved in maintenance of ELBs or in movement of equipment containing ELBs, will have an operating UHF receiver and monitor 243.0 during the performance of required tasks. The purpose of this procedure is to provide immediate detection of an accidentally activated ELB. Notification procedures should not be initiated for transmission of six seconds duration or less. These activations occasionally occur due to required performance test of aircraft installed ELBs.

11.2.2. During hours of normal flying operations, the 4 FW/CP will initiate and monitor all inadvertent beacon searches using procedures listed below:

11.2.2.1. Unit receiving activated ELB signal notifies 4 FW/CP.

11.2.2.2. 4 FW/CP shall notify 4 FW Safety Office and MOCC to initiate search for inadvertently activated ELB.

11.2.2.3. The 4th Maintenance Operations Center shall notify each Squadron Life Support Section (the Egress Shop and the Parachute Shop), who shall in turn conduct a search of their prospective sections, using available receiver detectors.

11.2.2.4. The standby AFE Section shall conduct a search of the flightline area.

11.2.2.5. Once the activated ELB has been located, it will be turned off. KC-135 Life Support Technicians shall be responsible for turning off any ELB located in the KC-135 area, while F-15E AFE or Egress will be responsible for turning off any ELB located in the F-15E area.

11.2.2.6. If the technicians find the area of aircraft inaccessible or if the equipment is unfamiliar to them, they shall contact the appropriate Life Support Section or aircrew through the 4 FW/CP to have the ELB turned off.

11.2.2.7. The person deactivating the ELB shall report the location, type, and time the ELB was turned off to the 4 FW/CP, who will log the information and terminate the search.

11.2.3. After hours of normal flying operations, the 4 FW/CP shall initiate and monitor any inadvertent beacon searches using procedures listed below:

11.2.3.1. Unit receiving activated ELB signal notifies 4 FW/CP.

11.2.3.2. 4 FW/CP shall notify MOCC to initiate search for ELB.

11.2.3.3. The MOCC shall contact the Aircrew Flight Equipment (AFE) standby technician and the Egress Shop.

11.2.3.4. The Egress Shop shall initiate a search of their section and maintenance vehicles for the ELB.

11.2.3.5. The AFE standby technician will be responsible for initiating an ELB search of the airfield area.

11.2.3.6. If required, the standby AFE technician shall pick up the safety vehicle in front (ramp side) of AMOPS, building 4507. AFE technicians will be responsible for initiating the search. The search will be started with the available receivers and detectors, beeper snoopers, RT-10 radio, or PRC-90 radio.

11.2.3.7. If the beacon is accessible, it will be turned off. The KC-135 AFE standby technicians will be responsible for turning off any ELB which is located in the KC-135 area, while the F-15E AFE standby technicians will be responsible for turning off any ELB which is located in the F-15E area.

11.2.3.8. If technicians should find the area or aircraft inaccessible or if the equipment is unfamiliar to them, they should contact the Aircrew Flight Equipment (AFE) section or aircrew through the 4 FW Command Post to have the ELB turned off.

11.2.3.9. The person deactivating the ELB shall report the location, type, and time the ELB was turned off to the 4 FW/CP, who will then log the information and terminate the search.

Chapter 12

SUPPORT OF ALERT AIRCRAFT

12.1. Procedures. SJAFB alert notification procedures are IAW 4 FW OPLAN 84, *Rebound Echo Support*, and the Take Charge and Move Out (TACAMO) inter-service support agreement.

12.2. Priorities:

12.2.1. Alert aircraft, while on station, will have priority over all other local aircraft priorities except for emergencies.

12.2.2. Alert aircraft have priority for taxi and departure instructions.

12.2.3. After receipt of an alert notification, Tower will hold any aircraft taxiing in the vicinity of the Alert Apron or expedite those aircraft that may be obstructing the TWY.

12.2.4. During practice alerts, Tower personnel will normally allow aircraft airborne inside 5 miles to land. Tower controller discretion will be consistent with flight safety in determining sequencing of pattern traffic to prevent interference with practice or actual alert aircraft.

12.3. Parking. The primary parking location is the Alert Apron. The alternate parking area is on the Transient Ramp.

Chapter 13

EXPLOSIVES LOADED AIRCRAFT PARKING PLAN

13.1. General:

13.1.1. This chapter establishes areas for loading, unloading, arming, de-arming, and parking of aircraft with Ammunition and Explosives (AE).

13.1.2. It establishes procedures for the ground handling of all aircraft carrying AE as defined in AFMAN 91-201 *Explosive Safety Standards* and applies to any explosives-loaded aircraft operating on SJAFB.

13.2. Responsibilities:

13.2.1. The Wing Weapons Safety, Operations, Maintenance Group, Communications, and Civil Engineering will annually review the Base Comprehensive Plan Explosive Site Map (TAB D-8). It is the responsibility of applicable base agencies to maintain current D-8 maps available from the installation GeoBase office. Coordinate changes to the D-8 map through these aforementioned organizations.

13.2.2. The 4 OG/CC and 4 MXG/CC are responsible for ensuring compliance with this plan.

13.2.3. The 4 CES is responsible for installation, maintenance and record keeping of static grounds, airfield markings, and maintaining designated explosives loading, unloading, arming, de-arming and Combat Aircraft Parking (CAPA) and Aircraft Explosive Cargo Parking Area (AECPA) areas.

13.2.4. The 4 FW/CP is responsible for requesting the assistance of qualified munitions personnel from an outside source when base capability is exceeded.

13.2.5. The Maintenance Operations Control Center (MOCC) is responsible for:

13.2.5.1. Relaying weather warnings and advisories, including thunderstorms/lightning forecasted or observed within 10 miles of SJAFB.

13.2.5.2. Notifying the Fire Emergency Services when aircraft are being “live” loaded or unloaded with High Explosives (HE) in Hazard Class Division (HC/D) 1.1, by providing total Net Explosive Weight (N.E.W.), fire symbol, and minimum withdrawal distances. This notification satisfies the exception to “airfield fire symbol posting” per AFMAN 91-201, paragraph 10.8.8. Request firefighting equipment standby during loading or unloading operations.

13.2.5.3. Notifying AMOPS when aircraft are being “live” loaded or unloaded with HE in HC/D 1.1 and when loading or unloading operations are complete.

13.2.5.4. Notifying 4 FW/SEW when aircraft are being “live” loaded or unloaded with HE in HC/D 1.1 and when loading or unloading operations are complete.

13.2.6. The Tower will, through ground control or TA, control movement of aircraft to and from loading/unloading areas, CAPAs, arm/de-arm areas and AECPA.

13.2.7. Explosive Site Map: Maps indicating explosive loaded aircraft parking areas (CAPA & AECPA) and allowable N.E.W. are controlled items and will be destroyed when superseded or no longer needed. Updated maps are suggested to be maintained by the following agencies:

- 13.2.7.1. Emergency Communication Center (ECC).
- 13.2.7.2. 4 FW/CP.
- 13.2.7.3. AMOPS.
- 13.2.7.4. 4 FW Safety.
- 13.2.7.5. Transient Alert (TA).
- 13.2.7.6. Munitions Control.
- 13.2.7.7. MOCC.
- 13.2.7.8. Transportation Combat Readiness and Resource Flight.
- 13.2.7.9. Weapons Standardization.
- 13.2.7.10. EOD Flight.
- 13.2.7.11. Munitions Line Delivery.
- 13.2.7.12. Base Defense Operations Center.
- 13.2.7.13. CE Readiness.

13.3. Hazardous (Hot) Cargo Aircraft Loading and Unloading Areas:

13.3.1. The primary loading and unloading area for DOT class A, B, and C explosives and weapons containing explosives is the AECPA located at TWY Delta. The N.E.W. limits are as follows:

Table 13.1. TWY D Class/Division N.E.W. Limits.

N.E.W.	Class/Division
None	1.1
28,117 lbs.	1.2.1 MCE \leq 36 lbs.
1,680 lbs.	1.2.2
50,000 lbs.	1.2.3 MCE \leq 36 lbs.
45,000 lbs.	1.3
Capacity	1.4

13.3.2. This installation has no sited alternate Hazardous (Hot) Cargo Pad. Contact 4 FW/SEW before planning multiple inbound hot cargo aircraft for waiver options.

13.3.3. Properly tested and identified grounding points will be available at the load and unload areas.

13.3.4. Only essential personnel involved in loading or unloading operations are authorized in these areas. On-scene personnel will pick up all foreign objects generated during the operation prior to departing the area.

13.3.5. Authorized N.E.W. at these sited locations will not be exceeded.

13.4. Fighter Aircraft Explosives Loading and Unloading Areas:

13.4.1. Coordination and approval from AMOPS is required anytime weapons/live loading will be conducted outside of the F-15E ramp.

13.4.1.1. Coordination and approval must be initiated by Squadron Operations to Munitions Flight, AMOPS and 4 FW/SEW at least 2 weeks prior to the event and 4 OSS/OSO one week prior to the event.

13.4.1.2. 4 AMXS must coordinate security requirements with 4 SFS/S3OX one week prior to the event.

13.4.2. The primary explosives loading and unloading area for fighter aircraft are as follows:

13.4.2.1. F-15E Ramp (H, I, J):

13.4.2.1.1. Loading operations are limited to missile, 20mm ammunition, chaff, flares, and impulse carts only, except Golf Row.

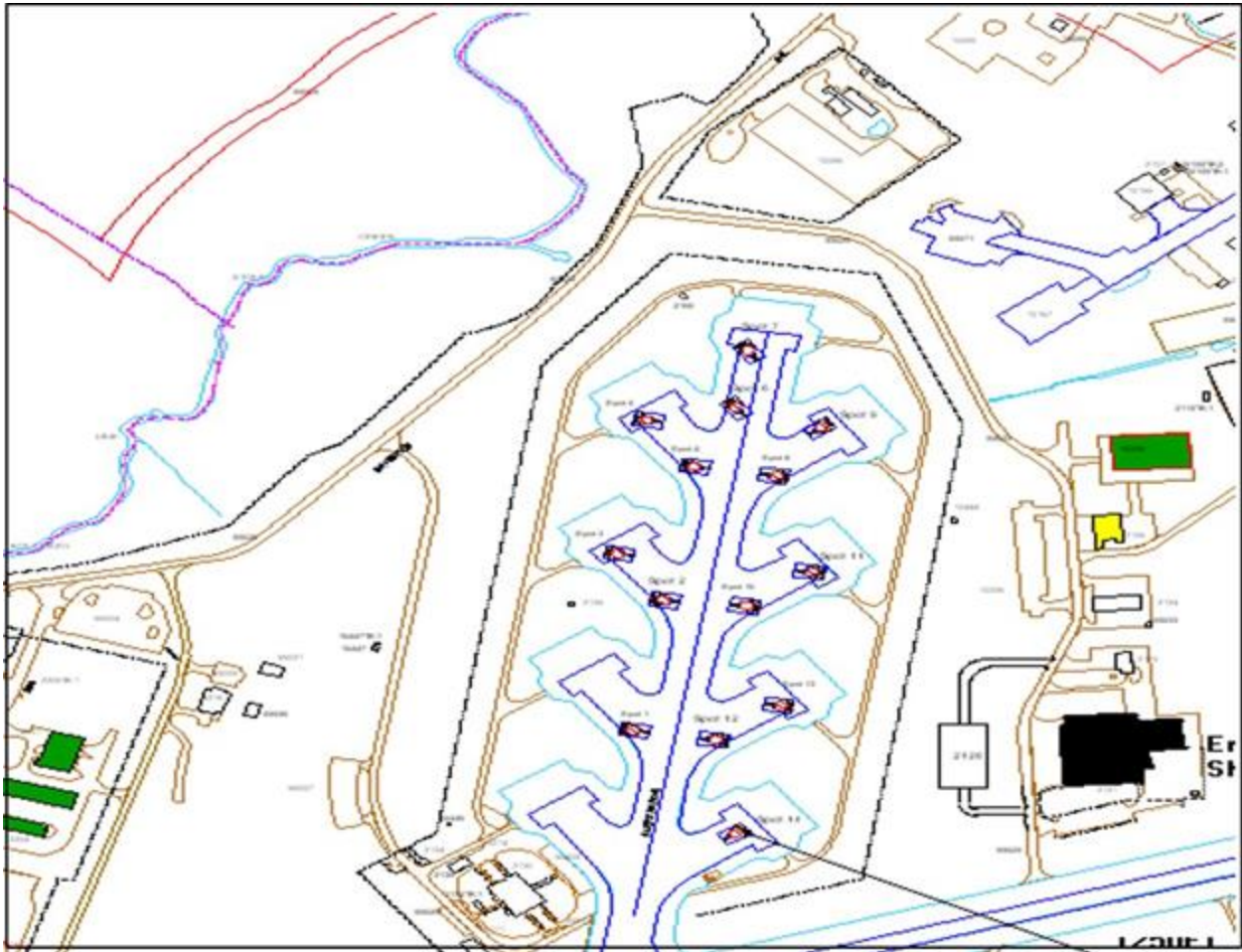
13.4.2.1.2. Maximum missile limits per aircraft are 2x AIM-9M and 6x AIM-120 using configuration #3 per AFMAN 91-201, Figure 12.6, *Reduced MCE's and Q-D's for F-15 Aircraft in the open.*

13.4.2.1.3. Golf Row is limited to HD 1.4 munitions (ie. 20mm ammunition, chaff, flares, impulse carts), captive-carry training missiles and BDU-33s.

13.4.2.2. Alert Ramp (NAOC): Alert aircraft will have priority over this area.

13.4.2.2.1. Parking spots 1-14 are approved for live bomb loading operations and are sited for 2,500 lbs N.E.W. of HC/D 1.1D. This also applies when spots 4-9 are being used for "live" loading.

13.4.2.2.2. Aircraft must be separated according to type and quantity of munitions loaded. 13.4.2.2.3. Contact 4 FW/SEW for aircraft separation criteria and loading authorized guidance. 13.4.2.2.4. The volleyball courts adjacent to Bldg 2219 are not related to Alert Apron explosives activities and cannot be utilized during live-loading operations involving HC/D 1.1 AE. MOCC will notify Munitions Control of loading or downloading operations to enforce this compensatory measure. Additionally, when spots 4-9 are being utilized for "live" loading, the MOCC will make notification to evacuate the contractors recycle center located at building 10095 of all personnel.

Figure 13.1. Alert Apron Live Loads.

13.4.2.3. Ramp:

13.4.2.3.1. Combat aircraft configured with the explosive items listed below can be parked with other combat aircraft in any designated combat aircraft parking area, with proper airfield separation. Separation from non-combat aircraft will be in accordance with AFMAN 91-201. 13.4.2.3.1.1. Class/division 1.4 munitions (i.e., chaff squibs, captive-carry training missiles, BDU-33s).

13.4.2.3.1.1.1. Class/division 1.2.2 internal gun ammunition, 30mm or less.

13.4.2.3.1.2. Class/division 1.3 installed aircraft defensive flares. Externally loaded munitions such as LUU-1/2 flares and 2.75" training rockets require QD.

13.4.3. Non-combat aircraft shall not be parked in Rows E or F when HC/D 1.1 missiles are present on the F-15E ramp Row I, spots 1-13 due to Forward Firing Ordnance (FFO) orientation.

13.4.4. TA is responsible to ensure the Fire Emergency Services is notified when explosive loaded combat aircraft are present and when they depart the TA ramp. In the event of an emergency, the person in charge of positioning the explosives laden aircraft or explosive operation will ensure required notifications are made and personnel evacuation is accomplished. Transient aircraft laden with HC/D 1.1 and 1.2, or externally mounted 1.3 explosives will be parked on the Hazardous (Hot) Cargo pad. **Note:** It is not practical to list all Quantity Distance criteria in this directive so only the most common situations are presented here. 4 FW/SEW will be consulted should a unique situation arise. Under no circumstances will Quantity Distance criteria in AFMAN 91-201 be violated.

13.4.5. Aircraft with forward or aft firing ordnance will be orientated in the least hazardous direction to personnel or buildings.

13.4.6. In the event of an emergency, the person in charge of the explosive operation will ensure required notifications are made and personnel evacuation is accomplished.

13.5. Arming and De-Arming. (see Figures 4.3 and 4.4): Arming and de-arming operations will only be conducted in the primary or alternate arm/de-arm areas.

13.5.1. If RWY 08 is in use, the aircraft will park on TWY Bravo on a heading of 260 degrees for arming, and park on TWY Juliet on a heading of 105 degrees for de-arming.

13.5.2. If RWY 26 is in use, the aircraft will park on TWY Juliet on a heading of 105 degrees for arming, and park on TWY Bravo on a heading of 260 degrees for de-arming.

13.5.3. The Tower is responsible for advising all transient aircraft that have "HOT" forward firing munitions aboard to park in the proper orientation.

13.5.4. If TWY Juliet or Bravo is closed or blocked for any reason, fighter aircraft may utilize TWY Golf or Charlie for arming, de-arming or holding.

13.5.5. For F-15E gun firing sorties, the end-of-RWY de-arm crew will, in addition to normal aircraft safety procedures, open panels 42 and 570. Upon opening the crew will verify proper gun clearing by ensuring the breech bolts are positioned to the rear of the gun housing (brass casing visible).

13.5.5.1. If brass is visible, the gun cleared in flight and the aircraft is safe to return to the parking ramp.

13.5.5.2. If brass is not visible a ground emergency will be declared and procedures outlined in para 4.16.2 of this publication will be followed.

13.6. F-15 Transient Explosive Laden or Armed Aircraft:

13.6.1. If diverted because of weather, explosives laden or armed aircraft need not be unloaded.

13.6.2. If diverted because of fuel requirements, aircraft loaded with munitions may be refueled or de-fueled, if necessary, as defined in T.O. 11A-1-33.

13.6.3. Any maintenance will be in accordance with T.O. 11A-1-33. If downloading is required and no qualified personnel are available, the 4 FW/CP will take necessary action to recall the qualified personnel. Refer to AFI 21-101, [Chapter 16](#), for guidance prior to coordinating with the 4 FW/CP for recall of personnel.

13.6.4. All aircraft landing at SJAFB from an explosive mission will be considered armed and will not return to the aircraft parking ramp until munitions are safed in the de-arm area by qualified personnel. 4 CES/EOD will assume responsibility for safing or de-arming if wing personnel are not properly qualified IAW applicable directives. All transient AE laden aircraft not covered by the instructions in this chapter will be parked at the hazardous cargo pad. 4 FW/SEW will be contacted for further instructions.

13.6.5. Personnel responsible for de-arming transient aircraft will control access to the aircraft until munitions are deemed safed by the on-scene supervisor.

13.6.6. Upon notification of a non F-15 transient aircraft carrying external explosive stores contact 4 FW Weapon Safety immediately. These aircraft require an MAJCOM Event Waiver which is completed by Weapon Safety, signed by the WG/CC and forwarded to MAJCOM for approval.

Chapter 14

CUSTOMS, AGRICULTURE, AND IMMIGRATION INSPECTION PROCEDURES

14.1. Purpose. To establish procedures to ensure that customs, agriculture, and immigration inspections are completed on aircraft arriving at SJAFB from overseas terminals.

14.2. General. The smuggling of illegal substances into and outside of U.S. boundaries is cause for great concern. To ensure this does not occur at SJAFB, the following procedures will be implemented:

14.2.1. AMOPS will designate a specific parking area where all aircraft inspections will be performed. (Base assigned KC-135s will park on the KC-135 ramp)

14.2.2. 4 LRS or the deployment's project officer will designate an indoor area where all crew and passenger baggage will be inspected.

14.2.3. Arriving crew and passengers will be segregated from other personnel until US Customs and US Department of Agriculture (USDA) inspection is completed.

14.3. Responsibilities:

14.3.1. AMOPS will:

14.3.1.1. Notify Base Defense Operations Center (x1212) at least 4 hours prior to aircraft arrival, with an estimated time of arrival (ETA) and number of personnel aboard for any aircraft arriving from overseas terminals.

14.3.1.2. Coordinate with TA for parking locations of all aircraft arriving from outside the CONUS that require customs clearance. During periods of darkness, TA will ensure all external security lights are on.

14.3.1.3. Ensure arrangements are made to provide for adequate crew and passenger transportation through 4 LRS/LGRDDO.

14.3.1.4. Utilize a checklist that covers additional steps not covered in this instruction.

14.3.2. Designated unit project officers for aircraft returning from rotation, will:

14.3.2.1. Make buildings 4601 or 4909 available to inspectors for baggage inspections.

14.3.2.2. When requested by the customs inspectors, make a knowledgeable maintenance person available to assist in a thorough search of the aircraft.

14.3.3. MOCC will provide for parking aircraft in the tactical parking area.

14.3.4. TA will park aircraft needing checks as directed by AMOPS.

14.3.5. Security Forces will assist officials with the control of passengers.

14.3.6. 916 ARW/MOCC will (for KC-135 Deployment):

14.3.6.1. Make Hangar 4909 available to customs inspectors for baggage inspection of all aircraft. Folding tables or suitable counters will be provided so the baggage can be opened and thoroughly searched.

14.3.6.2. When requested by the customs inspectors, make a knowledgeable maintenance person available to assist in a thorough search of the aircraft.

14.3.7. 4 LRS/LGDDO will provide appropriate transportation (bus, crew bus, truck) to transport passengers, crew, and baggage from the aircraft to the baggage search building.

14.4. General Instructions. Normally inspections at SJAFB will be performed by Military Customs Inspectors provided by Security Forces if only military personnel are on board. If the aircraft commander needs customs assistance from local authorities, 24 hours notice is required.

Chapter 15

NAVIGATIONAL AID NOTAM AND MONITORING PROCEDURES

15.1. Monitoring Procedures and Responsibilities:

15.1.1. The RAPCON is designated as the primary monitor and focal point for information relating to the performance of the following navigational aids and ATC facilities:

15.1.1.1. RAPCON.

15.1.1.2. TACAN.

15.1.1.3. ILS.

15.1.1.4. Tower (including radio frequencies).

15.1.2. AMOPS will be responsible for providing the Tower with current field information, NOTAM or otherwise, which could affect aircraft operations. This includes, but is not limited to, information such as:

15.1.2.1. Failure of airfield lighting systems.

15.1.2.2. Change of approach minimums due to failure of lighting system(s).

15.1.2.3. RWY closure.

15.1.2.4. Construction on any part of the airfield.

15.1.2.5. Maintenance personnel requiring access on or adjacent to the RWY.

15.1.2.6. Vehicles required to operate on or adjacent to the RWY. Personnel requiring access on or adjacent to the RWY will be equipped with a radio on the ramp control net.

15.1.2.7. RWY condition reading (RCR) and RWY surface condition (RSC).

15.2. NOTAM Procedures:

15.2.1. AMOPS is designated as the Base NOTAM Center. RAPCON is designated as the Base NOTAM Monitoring facility.

15.2.2. When an outage occurs which affects any facility listed in paragraph 15.1.1, the RAPCON will notify AMOPS immediately.

15.2.3. RAPCON will advise Tower and AMOPS on all ATC and NAVAID outages.

15.2.4. ATC facilities will advise pilots of current airfield condition advisories as observed or reported (Para 15.1.2) by AMOPS.

15.2.5. AMOPS shall notify the following agencies of NOTAM and field condition information:

15.2.5.1. 4 FW/CP.

15.2.5.2. Tower.

15.2.5.3. RAPCON.

15.2.5.4. Washington Center.

15.2.5.5. Raleigh-Durham Flight Service Station (FSS).

15.2.5.6. Airfield Manager.

15.2.5.7. Alert aircraft when on station.

15.3. ATIS:

15.3.1. ATIS operational hours are 0700L-2330L, or 1 hour prior to after-hours operations. Messages will be brief, normally not exceeding 30 seconds. ATIS shall be checked after each recording to ensure accuracy and clarity. Automatic Terminal Information Service (ATIS) is maintained by the Tower.

15.3.2. When frequently changing conditions exist or other circumstances warrant, ATC (RAPCON and Tower) will issue current weather information.

15.3.3. In addition to FAAJO 7110.65 requirements, include the following information in the ATIS broadcasts as applicable.

15.3.3.1. Flight check advisory - When FAA flight check aircraft is conducting flight inspections in the terminal area, issue an appropriate advisory.

15.3.3.2. Type of approach to expect, i.e., *EXPECT ILS APPROACH*.

15.3.3.3. Divert/alternate bases: Include divert/alternate bases any time the SOF changes them. Cherry Point is the standard divert base and will be omitted from the broadcasts.

15.3.3.4. The phrase "IFR BINGO'S IN EFFECT", if requested by the SOF.

15.3.3.5. HIWAS/CWA/SIGMET information if affected area is within 50 miles of SJAFB airspace. *Phraseology: HIWAS/CWA/SIGMET INFORMATION (ADVISORY IDENTIFIER) AVAILABLE FROM RALEIGH FLIGHT SERVICE STATION ON 255.4.*

15.3.3.6. The overhead pattern is assumed open unless otherwise stated on the ATIS. If the overhead pattern is closed, state *OVERHEAD PATTERN CLOSED*. If both the overhead and rectangular patterns are closed, state *VFR PATTERNS CLOSED*.

15.3.3.7. Due to isolated requests for the Night/Restricted VFRs pattern, aircrew will solicit its status from RAPCON or Tower.

15.3.3.8. During prolonged Airfield BWC Moderate conditions include the following advisory on the ATIS: *BIRD CONDITION MODERATE, OVERHEAD PATTERN CLOSED, ONE THOUSAND FOOT HOLD DOWN DELETED* (meaning aircraft will not be required to stay below 1000ft for Low Approaches).

15.3.3.9. Airfield advisories that may affect the flying operation.

15.4. Civilian Use of Military NAVAIDS. Except during Force Protection Condition Charlie or Delta, Civilian aircraft may use SJAFB ILS approaches during periods of low military use when the RAPCON is open.

15.5. NAVAID PMI Schedule. SJAFB PMI schedule is IAW the SJAFB ATC/Maintenance Coordination Operations Letter and the Vol 17 (LOWAT US) FLIP and the IFR Supplement.

15.6. NAVAID Generator Power. SJAFB auxiliary power generator procedures are IAW the SJAFB ATC/Maintenance Coordination Operations Letter. Contact 4 OSS/OSA (722-2102) for a copy.

Chapter 16

EMERGENCY SECURITY CONTROL OF AIR TRAFFIC (ESCAT)

16.1. ESCAT Implementation Procedures:

16.1.1. The SJAFB TACAN is affected by implementation of ESCAT.

16.1.2. Upon notification from Washington Center of an ESCAT alert, the RAPCON Watch Supervisor/Senior Controller will notify the agencies listed below, giving full details of the alert, complete the ESCAT report, and forward to Washington Center:

16.1.2.1. 4 OSS/OSAM Airfield Systems (They will send qualified maintenance personnel to the affected facility).

16.1.2.2. Tower.

16.1.2.3. Kinston Tower.

16.1.2.4. AMOPS.

16.1.2.5. AOF/CC or designated representative (will in turn notify the 4 OSS/CC/DO).

16.2. Practice or Test ESCAT: When notification is received concerning a practice or test ESCAT alert, the RAPCON will take the following action:

16.2.1. Simulate shut down of the affected facility and advise the agency from which the test alert was received of the simulated shut-down.

16.2.2. Notify the Tower and Kinston Tower of the test alert.

16.2.3. Complete ESCAT test alert report and forward to Washington Center.

Chapter 17

AIRFIELD OPERATIONS FACILITIES EVACUATION

17.1. Purpose. To establish procedures and define responsibilities to ensure continuation of ATC services in the event service cannot be provided from the primary facility.

17.2. General. Under certain severe weather conditions, bomb threats, or other situations, as deemed necessary, Tower and RAPCON facility operations may be terminated and all personnel evacuated. Commander and staff functions responsible for launch, evacuation, and recovery of aircraft at SJAFB should be aware of procedures established for these contingencies and consider possible impact upon unilateral planning.

17.3. High Winds:

17.3.1. The Tower will be evacuated at the discretion of the Chief Controller or Watch Supervisor/Senior Controller on duty any time the wind velocity exceeds, or is forecast to exceed, 85 knots (max wind limitation of the Tower). Airport advisory service will be provided by the RAPCON if equipment permits. This service will include preferred RWY (RWY in use prior to Tower evacuation), wind, altimeter, known traffic, and pertinent airfield advisories.

17.3.2. Tower personnel shall resume normal operations from the Tower when the wind velocity drops to less than, and is forecast to remain at less than 50 knots.

17.3.3. The RAPCON Watch Supervisor will notify the 4 OSS/OSAM RADAR Maintenance if winds of 85 knots or more are forecast within 12 hours. Radar Maintenance may freewheel the DASR antenna IAW with Federal Aviation Administration Technical Instructions (sustain at or above 85 knots). Radar Maintenance will call RAPCON for release of the antenna before freewheeling begins. The DASR is considered mission essential equipment and must be restored to operational capability as soon as possible.

17.4. Other. All reasons for evacuation of ATC facilities cannot be listed here. Common sense and good judgment must prevail.

17.5. ATC Facility Evacuation Responsibilities:

17.5.1. RAPCON:

17.5.1.1. When RAPCON evacuation is deemed necessary by the Watch Supervisor/Senior Controller, or other official, approach control services will be terminated by the RAPCON. The approach control's airspace will be released to Washington Center who will assume approach control responsibility IAW the current letter of agreement.

17.5.1.2. When it becomes necessary to evacuate the facilities, the Watch Supervisor/Senior Controller shall ensure the facility evacuation checklists are accomplished and direct personnel to AMOPS.

17.5.1.3. Prior to evacuating, the RAPCON shall hand off all IFR aircraft under their control to Washington Center and make the following broadcast 2 times on all available frequencies: *ATTENTION ALL AIRCRAFT IN THE SEYMOUR JOHNSON AREA, SEYMOUR JOHNSON APPROACH CONTROL IS EVACUATING AND WILL BE OFF THE AIR UNTIL FURTHER ADVISED. CONTACT WASHINGTON CENTER (FREQUENCY) FOR AIR TRAFFIC SERVICE.*

17.5.2. Tower:

17.5.2.1. When it becomes necessary to evacuate the Tower, the Watch Supervisor/Senior Controller shall ensure the facility evacuation checklists are completed.

17.5.2.2. Prior to evacuating, if feasible, make the following broadcast 2 times on all available frequencies: *ATTENTION ALL AIRCRAFT IN THE SEYMOUR JOHNSON AREA, SEYMOUR JOHNSON TOWER IS EVACUATING AND WILL BE OFF THE AIR UNTIL FURTHER ADVISED. CONTACT SEYMOUR JOHNSON APPROACH FOR AIRPORT ADVISORIES. NOTE:* If time and equipment allows include a statement on the ATIS.

17.5.2.3. Instruct all vehicles to exit the RWY.

17.5.2.4. Time permitting, activate the PCAS to inform receiving agencies that Tower is being evacuated (include reason).

17.5.2.5. Watch Supervisor will direct evacuating Tower personnel to report to the RAPCON or AMOPS based on the reason for evacuation. All controllers will remain at the designated evacuation site until accountability is assured and await further instructions facility Chief Controllers.

17.5.3. AMOPS:

17.5.3.1. When notified by Tower or RAPCON of the evacuation of the facility, initiate NOTAM action.

17.5.3.2. Activate SCN when Tower is evacuated.

17.5.4. FW/CP:

17.5.4.1. Advise all base flying organizations the Tower and/or RAPCON is out of service and that the provisions of this chapter are in effect immediately.

17.6. AMOPS Evacuation. When necessary, AMOPS will evacuate to the Alert Facility, Building 2130.

17.6.1. Time permitting, the AM dispatcher will contact Raleigh Flight Service and Washington Center and activate the SCN notifying agencies of the evacuation location.

17.6.2. Personnel evacuating will take the evacuation kit, with them in the vehicle to the Alert Facility.

17.7. Exercises/Simulated Force Protection Conditions:

17.7.1. IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs* wing officials must brief the AOF/CC at least 48 hours in advance of exercises that involve any ATC facility or the airfield. The AOF/CC must approve, in advance, exercises that include removing ATC controllers and AMOPS personnel from their work center.

17.7.2. The Watch Supervisors/Senior Controllers must ensure ATC facility participation does not degrade services. Watch Supervisors/Senior Controllers may interrupt or discontinue facility participation in any exercise if flight safety is in question or it interferes with the recovery of emergency aircraft. Air Traffic Controllers must not wear a gas mask during facility operations while under simulated threat conditions. The Watch Supervisors/Senior Controllers will determine which positions are designated as exercise participants.

Chapter 18

AIRFIELD INSPECTIONS

18.1. Purpose. Establish standard procedures for the conduct of airfield inspections and maintenance of airfield facilities. This chapter assigns responsibilities and establishes a schedule for inspection and follow-up action to ensure plans for correcting identified deficiencies are developed. It applies to all personnel responsible for maintenance of airfield facilities.

18.2. Responsibilities:

18.2.1. The AFM is responsible to ensure:

18.2.1.1. Daily airfield inspections are conducted IAW AFI 13-204V3 *Airfield Operations Flight procedures and Programs*.

18.2.1.2. Additional checks are accomplished following severe weather (high winds, heavy rains, etc.), upon any report of a dropped object or bird strike on the airfield, after all IFEs unless waived by the SOF, after any ground emergency that may affect the airfield, and as needed or requested by Tower or the SOF. Airfield checks must be accomplished at least every 4 hours.

18.2.2. The Base Civil Engineer is responsible to ensure:

18.2.2.1. Engineers from the 4 CES Programs Flight and Pavements and Equipment shop personnel will accompany the AMOPS representative on monthly/quarterly/annual airfield inspections.

18.3. Procedures:

18.3.1. AMOPS is responsible for the daily airfield inspection, which will be conducted as soon as possible after the start of the duty day. Special attention will be given to the following areas:

18.3.1.1. Condition of RWY, TWYs and aprons.

18.3.1.2. Condition of overrun areas.

18.3.1.3. General condition and operational status of aircraft arresting systems.

18.3.1.4. All aprons, TWYs, and the RWY for debris or other material that constitutes a hazard to aircraft movement.

18.3.1.5. General condition of the airfield.

18.3.1.6. Airfield markings, signage and lighting.

18.3.1.7. Access road and airfield traffic compliance with traffic rules.

18.3.2. Quarterly airfield joint inspections should include representatives from Airfield Management (AFM/DAFM), AOF/CC, TERPS, Safety (Flight, Ground and USDA), SOF representative, Security representative, and Civil Engineering (waivers/pavements).

18.3.3. All hazards and discrepancies noted during inspections will be recorded in detail to include type of discrepancy and location. General condition of the lighting system will be noted and previously identified discrepancies that have not been corrected will be documented. AMOPS will arrange for photographic documentation if necessary.

18.3.4. During all inspections, emphasis will be placed on obstacles which might constitute hazards to operations.

18.3.5. Dispatcher will notify the Airfield Manager when a reported discrepancy is a hazard that requires immediate corrective action.

18.3.6. The Airfield Manager or Designated Representative will:

18.3.6.1. Ensure the appropriate report is made to the agency responsible for corrective actions (4 CES, 4 OSS/OSAM, etc.).

18.3.6.2. All emergency deficiencies noted on all inspections will be handled by service call. All others will be handled on AF Form 332, *Civil Engineer Work Request*.

18.4. RWY Surface Condition (RSC) and RWY Condition Reading (RCR) Values:

18.4.1. Conditions will be checked and reported during inclement weather when weather conditions change, the snow removal status of an area changes or when requested.

18.4.1.1. Reported as a 2-digit number from 01 (worst) to 26 (best). Use "RCRNR" when no RSC/RCR information is available.

18.4.1.2. Minimum number of readings: Two RCRs will be taken on the approach and the departure end each (first and last 1,000'), either side of the centerline with the emphasis on entering and exiting the RWY. RCR will be taken every 1,000' on the remaining RWY.

18.4.2. Reporting RSC. When water is the only form of visible moisture on 25 percent or more of the RWY surface area (whether in isolated areas or not), AMOPS will report the RSC as WR (wet runway) and no RCR. Joint USAF/NASA tests have proven RCR measurements invalid where the only form of moisture affecting the RWY is water.

18.4.2.1. WR = Wet RWY. There is discernible moisture (water pooling) on the RWY. Report water to nearest 1/10 inch. **NOTE:** SJAFB's RWY is grooved; therefore, visible pooling must be present to negatively affect aircraft braking action.

18.4.2.2. SLR = Slush on RWY. There is slush, but no ice or snow on RWY. Do not report a RCR.

18.4.2.3. IR / LSR / PSR = Ice / Loose Snow / Packed Snow on RWY. Determine RCR using decelerometer.

18.4.2.4. Water or Slush and Ice on RWY. When an ice-covered RWY also has water or slush on it, report the predominant RSC. Determine the computed RCR or use the value of 12, whichever is lower.

18.4.2.5. P/Wet or P/Dry = Patchy conditions; RWY partially covered with ice or snow, and the rest is wet or dry.

18.4.3. TWYs, hammerheads and aprons. Determine the overall RSC and RCR that best describes the condition of the total area listed.

MARK H. SLOCUM, Colonel, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 11-202 Volume 3 *General Flight Rules*, 22 October 2010

AFI 13-204 Volume 1, *Airfield Operations Career Field Development*, 9 May 2013

AFI 13-204 Volume 2, *Airfield Operations Standardization and Evaluations*, 1 September 2010

AFI 13-204 Volume 3, *Airfield Operations Flight procedures and Programs*, 9 January 2012

AFI 13-213 *Airfield Driving*, 29 January 2008

AFI 24-301, *Vehicle Operations*, 1 November 2008

AFPAM 91-212 BASH, 1 February 2004

FAA Advisory Circular 150/5340-1K, *Standards for Airport Markings*, 3 September 2010

FAA Joint Order 7110.65, *Air Traffic Control*, 11 February 2010

Prescribed Forms:

None

Adopted Forms:

None

Abbreviations and Acronyms:

AGE— Aerospace Ground Equipment

AGL— Above Ground Level

ALS— Approach Lighting System

AM— Airfield Manager

AMOPS— Airfield Management Operations

AOB— Airfield Operations Board

AOF— Airfield Operations Flight

AOF/CC— Airfield Operations Flight Commander

ARTCC— Air Route Traffic Control Center

ATC— Air Traffic Control

ATIS— Automatic Terminal Information Service

BASH— Bird/Wildlife Aircraft Strike Hazard

BDOC— Base Defense Operations Center

BWC— Bird Watch Condition

CC— Commander
CMA— Controlled Movement Area
CPI— Crash Position Indicators
CUI— Consolidated Unit Inspection
DASR— Digital Airport Surveillance Radar
DME— Distance Measurement Equipment
ELB—Emergency Locator Beacon
ELT— Emergency Locator Transmitter
EOD— Explosive Ordnance Disposal
EOR— End of RWY
ESCAT— Emergency Security Control of Air Traffic
ETA— Estimated Time of Arrival
ETD— Estimated Time of Departure
FAA— Federal Aviation Administration
FAAJO— Federal Aviation Administration Joint Order
FCF— Functional Check Flight
FLIP— Flight Information Publication
FOD— Foreign Object Damage
FTU— Fighter Training Unit
GOV— Government Owned Vehicle
GSE— Ground Support Equipment
HE— High Explosives
IAW— In Accordance With
IFE— Inflight Emergency
IFR— Instrument Flight Rules
IMC— Instrument Meteorological Conditions
ILS— Instrument Landing System
KIAS— Knots Indicated Air Speed
L— (i.e., 1600L) Local time (Eastern Time Zone)
LC— Local Channel
LOP— Letters of Procedure or Local Operating Procedure
MSL— Mean Sea Level

MOA— Military Operations Area
MOCC— Maintenance Operations Control Center
MVA— Minimum Vectoring Altitude
NAOC— National Airborne Operations Center
N.E.W— Net Explosive Weight
NM— Nautical Mile(s)
NOTAM— Notice to Airmen
OBO— Official Business Only
OI— Operating Instruction
OPR— Office of Primary Responsibility
OSS— Operations Support Squadron
PAPI— Precision Approach Path Indicator
PAR— Precision Approach Radar
PEM— Part Concrete, part asphalt, or part bitumen-bound macadam
PLB— Personnel Locator Beacon
POC— Point of Contact
POFZ— Precision Obstacle Free Zone
POV— Privately Owned Vehicle
PPR— Prior Permission Required
RAPCON— Radar Approach Control
RCR— RWY Condition Reading
RFC— Radar Final Control
RM—Risk Management
RSRS— Reduced Same RWY Separation
RTB— Return to Base
RVR—RWY Visual Range
RWR—Radar Warning Receiver
RWY—Runway
SAM—Special Air Mission
SF—Security Forces
SFL—Sequenced Flashing Lights
SFS—Security Forces Squadron

SFO—Simulated Flame Out or Senior Firefighting Official

SOF—Supervisor of Flying

TA—Transient Alert

TAC—Tactical Arrival Procedure

TACAN—Tactical Air Navigation

TACAMO—Take Charge and Move Out

TERPS—Terminal Instrument Procedures

TWY—Taxiway

UHF—Ultra-High Frequency

VFR—Visual Flight Rules

VHF—Very High Frequency

VMC—Visual Meteorological Conditions

VOR—VHF Omni-directional Range

Terms

Aircraft Evacuation:—The evacuation of all Seymour Johnson AFB aircraft to ensure protection from natural or man-made disaster.

Airdrome or Airfield:—The area in which aircraft operations (takeoff, landing, taxiing, parking, towing, or maintenance) may occur. Includes all areas within the airfield perimeter fence and is designated a controlled area.

Airfield:—The airfield is defined as all RWYs, overruns, TWYs, ramps, aircraft parking areas, hangars, and associated maintenance/servicing areas where aircraft may be encountered; including all buildings located inside the fenced area adjacent to any portion of the airfield.

Airfield Management Operations:—A facility that provides flight plan processing and planning services, airfield condition information, and ensures a safe airfield environment as directed by the Airfield Manager. Formerly known as Base Operations.

Authorized Personnel:—Those people whose presence on the airfield is required in the performance of official duties.

Back Taxi:—ATC phraseology to taxi an aircraft on the RWY opposite to the traffic flow. Aircraft may request or be instructed to back-taxi to the beginning of the RWY or some point before reaching the RWY end for departure or to exit the RWY.

Closed RWY or TWY:—A RWY or TWY that is closed to aircraft operations.

Computer-based Training (CBT): The CBT is a self-paced, self-administered airfield driving training program and intended to standardize command-wide training to increase the operational awareness of the airfield environment in an effort to reduce RWY intrusions and improve the overall safety of our airfields.

Controlled Movement Area (CMA):—The RWY, overruns, any TWY leading to the RWY beyond the RWY instrument/IFR hold line, or within 100 feet of the RWY, including grassy areas adjacent to the RWY. This also includes the ILS critical areas along perimeter road identified by signs/stoptlights. Only vehicles being used to complete mission requirements are authorized to operate within the CMA. ENTRY REQUIRES TWO-WAY RADIO COMMUNICATION WITH THE TOWER.

CMA Violation:—A CMA Violation is an airfield infraction caused by aircraft, vehicles or pedestrians entering the CMA without appropriate Tower approval. This definition includes RWY intrusions and infractions caused by communications errors.

Escort:—In order to ensure compliance with the provisions of this instruction, a person certified for airfield driving may monitor a driver who is not. The escort is responsible for the actions of the driver being escorted and may accompany the uncertified driver in the same vehicle, or lead him/her in a separate vehicle.

Government Owned Vehicles (GOV):—Government owned vehicles operated on the airfield consistent with operational needs. Note: The use of government owned golf carts and utility vehicles on the airfield are classified as General Purpose GOVs.

High Explosives (HE):—An explosive designed to function by detonation (e.g. main charge booster or primary explosives).

Instrument Critical Area:—Precision approach NAVAIDS have critical areas that must be protected when weather conditions deteriorate to below 800 ft cloud ceiling and 2 NM visibility. These areas are marked by the instrument hold line and sign on TWYs leading up to the RWY. Vehicle traffic on perimeter road does not impact ILS signal integrity; however, “NO STOPPING” is painted at the two locations on Perimeter Road west of the Rwy 26 overrun to further minimize the chance of ILS signal interruption.

Military Authority Assumes Responsibility for Separation of Aircraft (MARSA):—A condition whereby the military assumes responsibility for separation between participating aircraft. It is used only for IFR operations, and shall not be invoked indiscriminately by individual units or pilots. MARSA must be established by a Letter of Agreement. ATC cannot invoke or deny MARSA operations.

Movement Area:—The RWY, overruns, TWYs, aprons areas, and ramps.

Official Business Only (OBO):—The airfield is closed to all transient aircraft for obtaining routine services such as fueling, passenger drop off or pickup, practice approaches, parking, etc. Aircraft (including civilian) may use the airfield for official government business if they obtain prior permission from AMOPS.

Prior Permission Required (PPR):—All transient aircraft must receive permission from AMOPS to land at Seymour Johnson AFB before leaving their departure airport. PPR does not apply to practice approaches, except for civilian aircraft. Civilian aircraft may only make low approaches to the RWY at Seymour Johnson.

Note: —OBO/PPR does not apply to inflight emergencies, Code 6 (O-7) or higher DVs, or weather divert aircraft.

Privately Owned Vehicles (POV):—Personal vehicles authorized for operation on the flightline. (Valid AF FORM 483 and SJAFB Form 0-215 through 0-218, POV flightline Pass)

Quiet Hours:—The period between 2230L to 0600L when takeoffs, landings, or engine runs above idle power are prohibited. See [Chapter 9](#), Noise Abatement, for details. Quiet hour restrictions may also be implemented for official ceremonies.

Radar Approach Control (RAPCON):—A fixed, mobile, or transportable radar facility that provides approach and/or departure control service using surveillance radar.

Rental Vehicles:—Government Authorized vehicle rentals may operate on the flightline. Personnel with a valid AF FORM 483 and SJAFB Form 0-215 thru 0-218, POV flightline Pass may operate rental vehicles on the flightline.

RWY Instrument (INST) Hold Lines:—Two yellow, solid lines spaced two feet apart connected by pairs of solid lines spaced ten feet apart extending across the width of the TWY. “INST” is also painted in yellow adjacent to these markings. The Instrument hold markings are located on TWYs B and J only.

RWY VFR Hold Line:—Two solid 6 inch yellow lines and two broken 6 inch yellow lines running across each TWY at least 100 feet from the RWY edge.

RWY Intrusion/Incursion:—Entry by an individual, on foot, in any vehicle or in an aircraft, into the CMA without specific approval from the Tower, regardless of impact on aircraft safety.

TWY:—Paved area primarily used by aircraft for taxiing purposes, and also used by authorized vehicles as roadways.

Suspended RWY Operations:—An interruption in normal operations (not to be confused with "Closed RWY").

Vehicles:— Objects which are towed or self-propelled, wheeled, or on skids, excluding aircraft.

Wingtip Clearance Lines:—White airfield pavement markings provide minimum distance required to allow safe aircraft operations (i.e., AGE Sub-pools). Driving lanes on the F-15E Ramp are painted white providing minimum clearance to parked aircraft as well as aircraft taxiing on the taxi lane centerline.

Attachment 2
AIRFIELD DIAGRAMS

Figure A2.1. Controlled Movement Area (CMA).

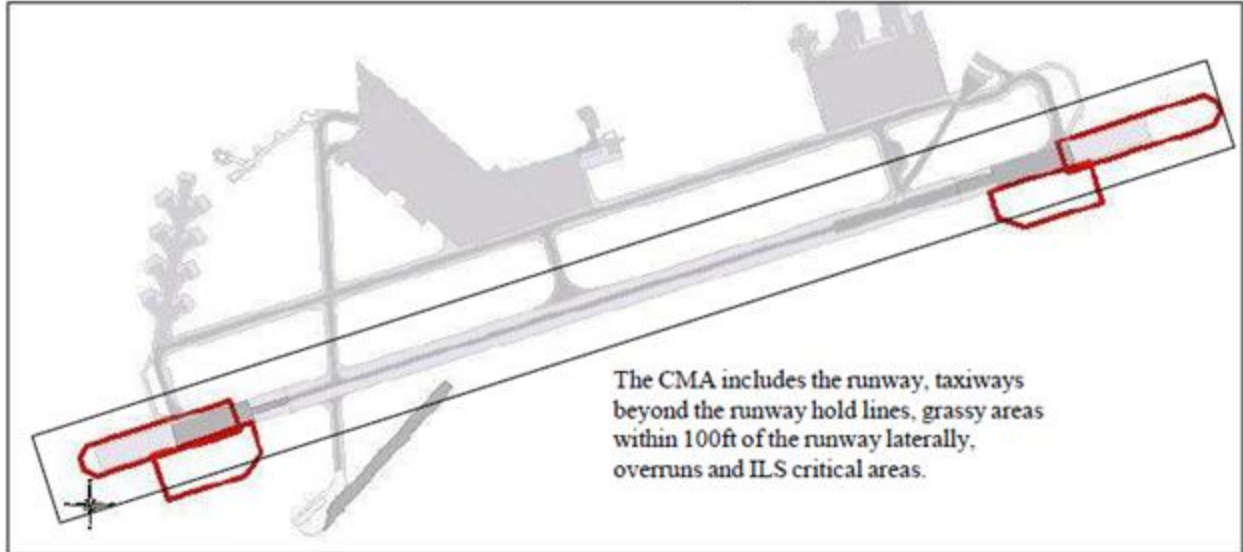


Figure A2.2. Entry Control Points.

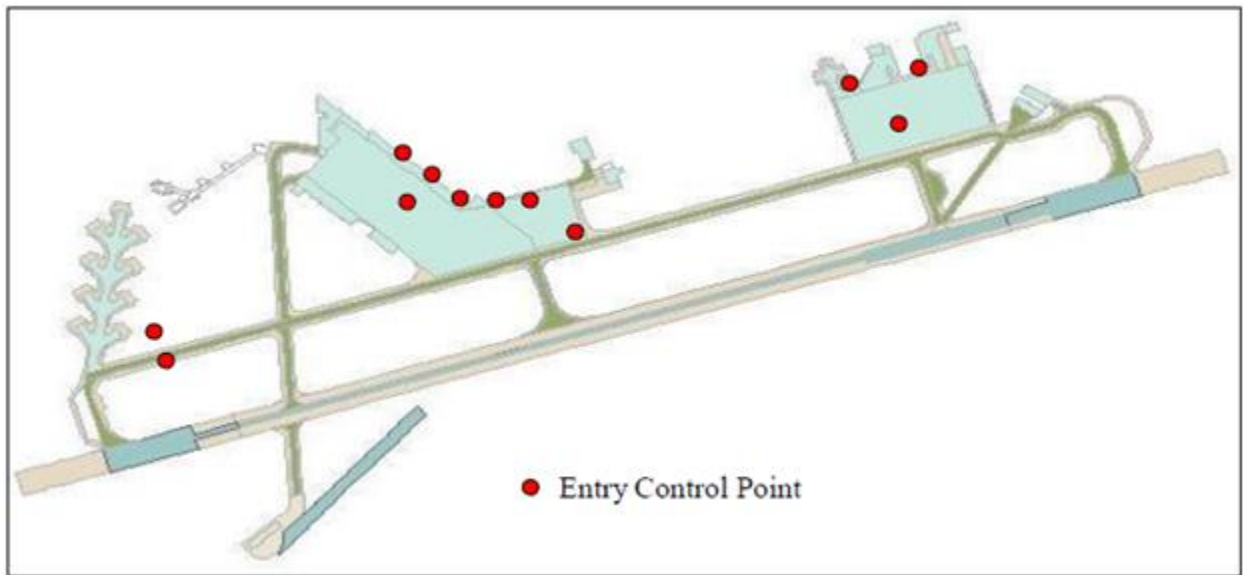


Figure A2.3. FOD Check Points.

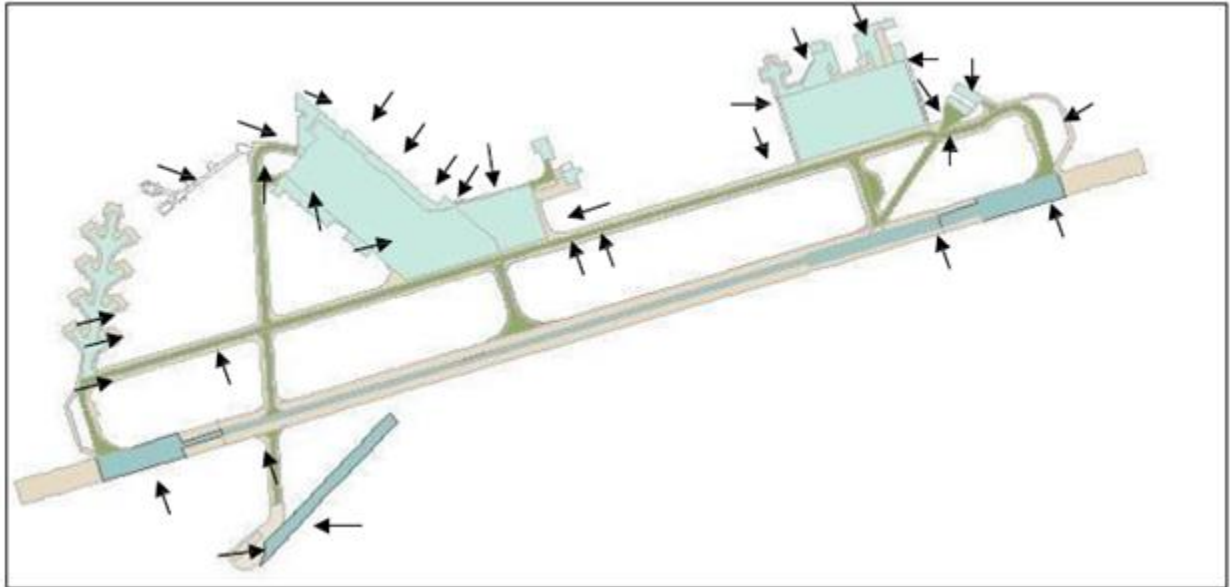


Figure A2.4. Hold Lines and CMA.

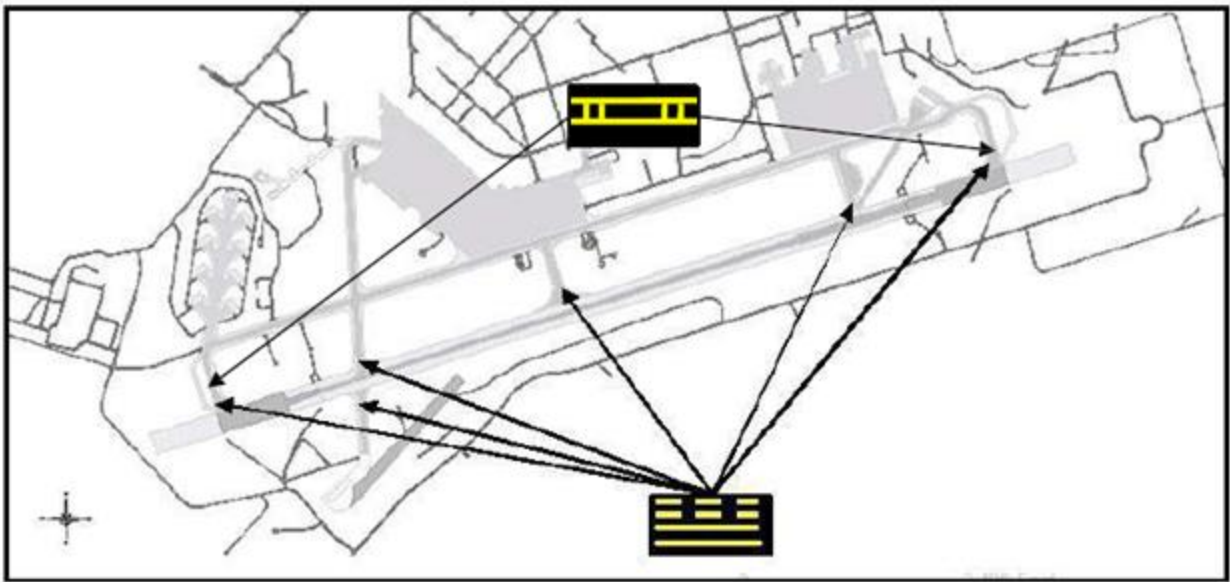
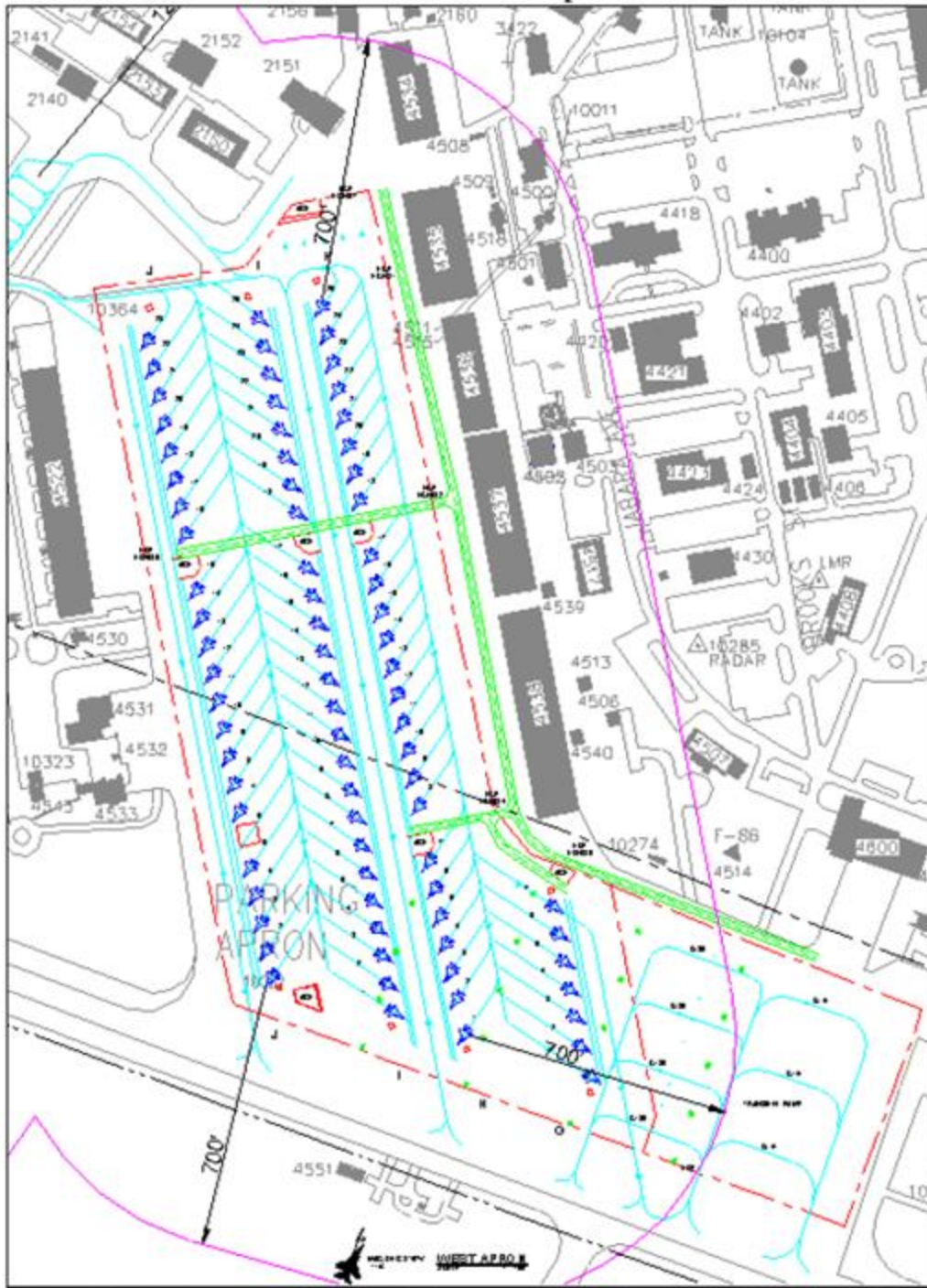


Figure A2.5. Traffic Flow F-15E Ramp.



Note: Vehicles may only enter/exit the ramp at Entry Control Points. Vehicles must remain on painted access roads in front of the hangars/jets to the maximum extent possible allowed by mission requirements.

Figure A2.6. Traffic Flow KC-135 Ramp



Note: Vehicles may only enter/exit the ramp at Entry Control Points.

Figure A2.7. Airport Signs/Markings.






LOCATION	SIGN	SIGN PURPOSE
TWY and RWY Intersections		This sign, used in conjunction with the VFR RWY Hold Lines and TWY markings shown below, instructs operators to hold short of the CMA. DO NOT proceed beyond this sign unless approval has been received from the Tower.
VFR RWY Hold Line		These TWY markings are used to identify the boundary of the RWY protected area. Vehicle operators will not cross this marking, entering the RWY, without Tower approval. Also, when exiting the RWY use this TWY marking as a guide to judge when your vehicle is off of the CMA, except when on TWY B & TWY J in which the INST hold lines are used.
Precision Obstacle Free Zone (POFZ)		Augments the instrument hold line markings located on TWY B & TWY J. Used to establish a holding point required to protect the Precision Obstacle Free Zone (POFZ) when the visibility is less than 2 miles or the ceiling is less than 800 feet. Vehicle operators will not drive past this sign without Tower approval regardless of weather conditions. When exiting the RWY, use this sign as a guide to judge when your vehicle is off of the CMA.
Instrument Hold Line		Taxiway marking, marked across TWY B & TWY J, to establish a holding point required to protect the Precision Obstacle Free Zone (POFZ) when the visibility is less than 2 miles or the ceiling is less than 800 feet. Vehicle operators will not drive past this marking, without Tower approval regardless of weather conditions. When exiting the RWY, use this marking as a guide to judge when your vehicle is off of the CMA.
TWY		Identifies the TWY you are on.

Figure A2.8. Sub-Pool Areas.

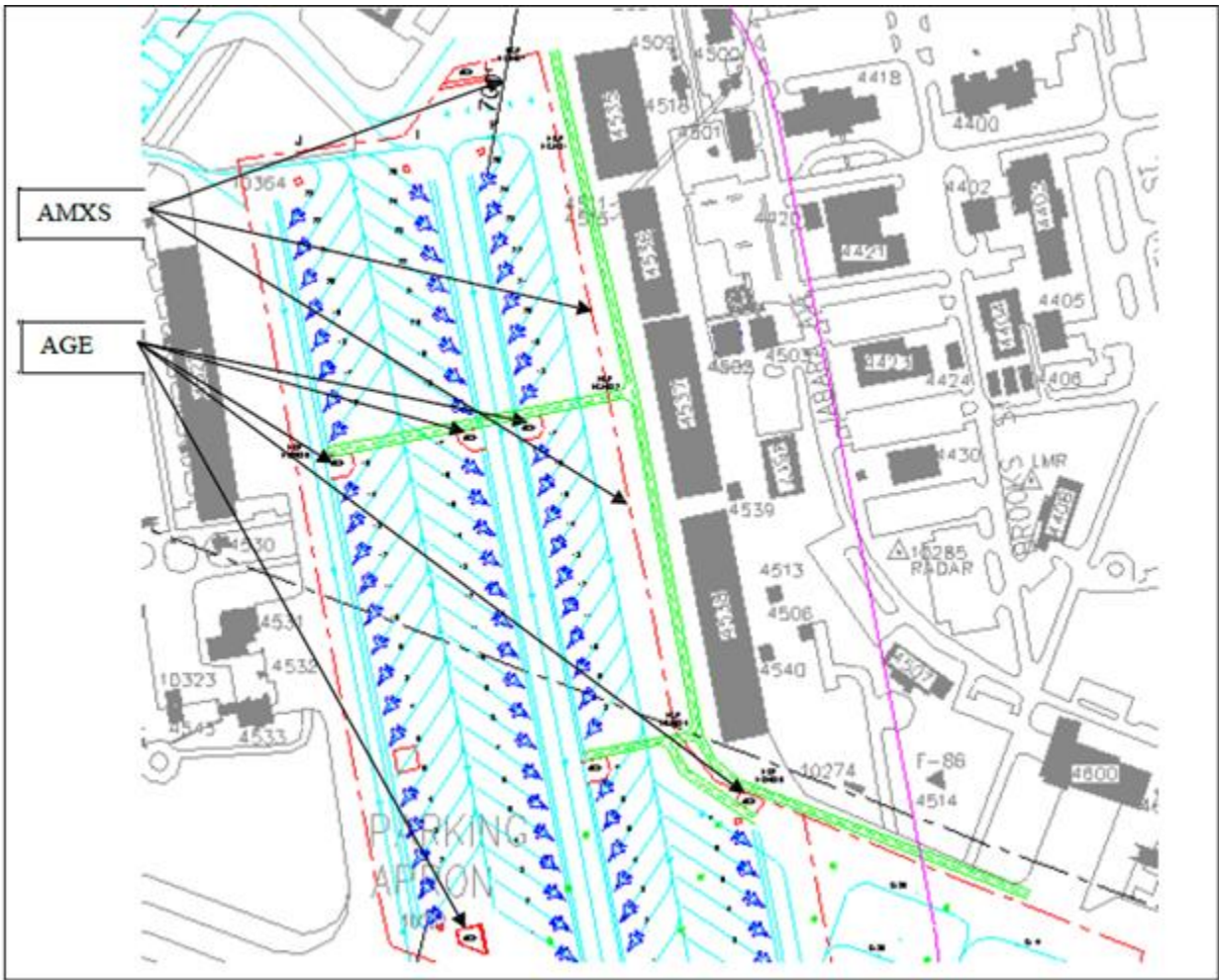


Figure A2.9. Wing Tip Clearance Lines.



Figure A2.10. Radar Warning Receiver Checks Locations.

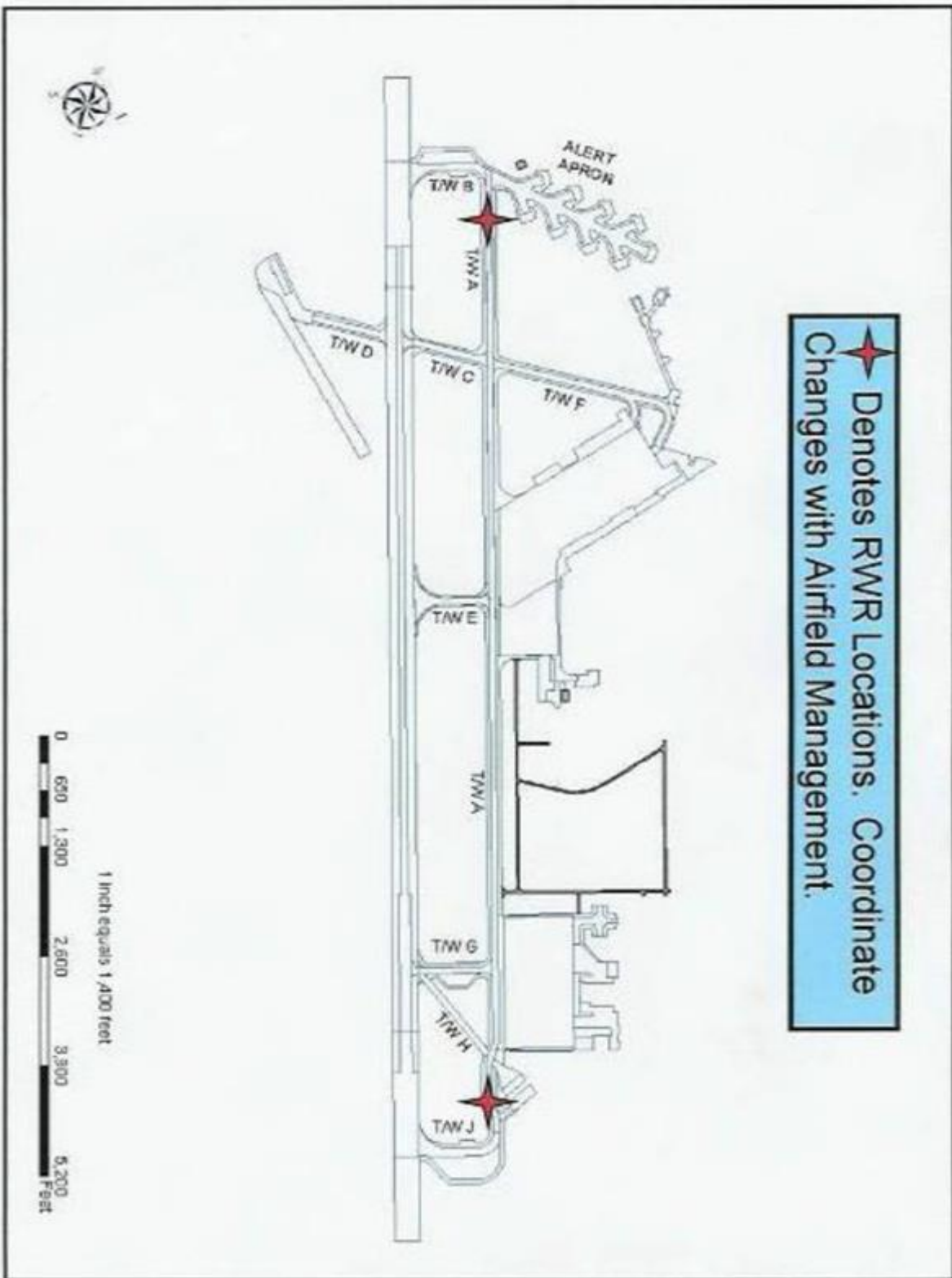







Figure A2.11. Tower Light Gun Signals.

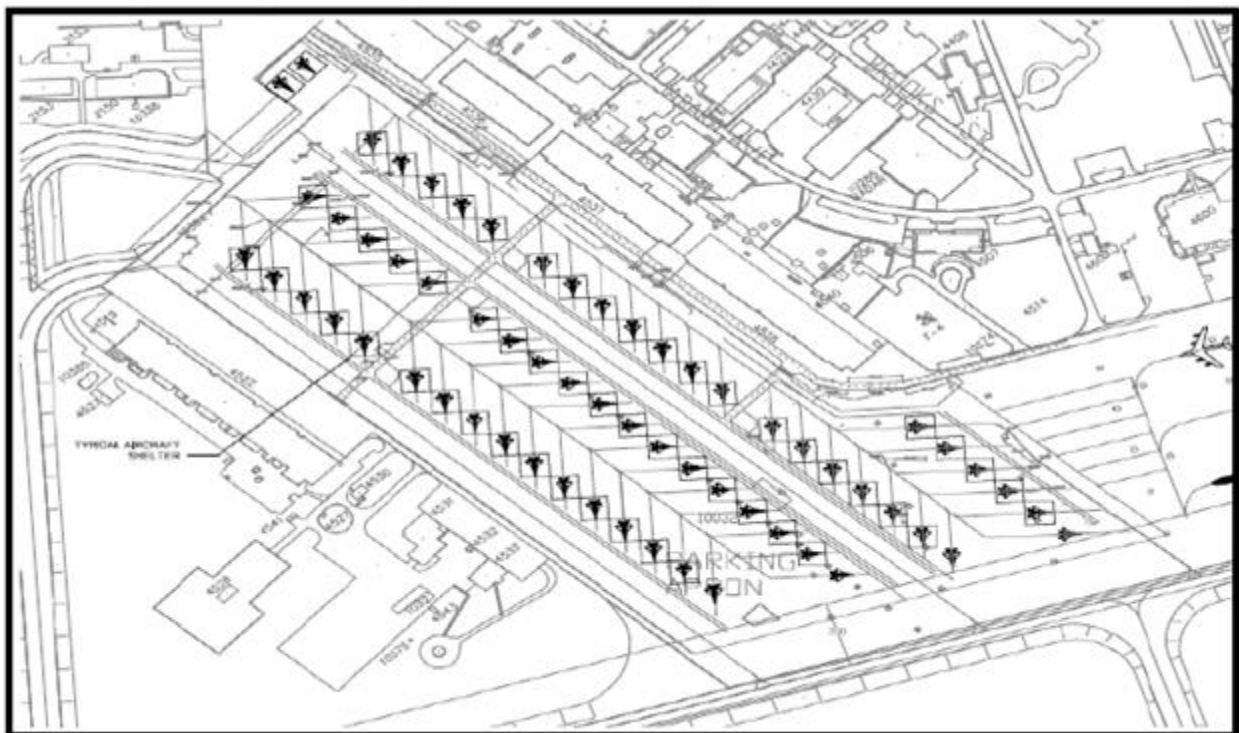
TOWER SIGNALS FOR CONTROL OF AIRDROME TRAFFIC	
STEADY GREEN 	CLEARED TO CROSS
STEADY RED 	STOP
FLASHING RED 	CLEAR ACTIVE RUNWAY
FLASHING WHITE 	RETURN TO STARTING POINT
RED & GREEN 	GENERAL WARNING EXERCISE EXTREME CAUTION

PIN 3613101

ALL VEHICLES THAT OPERATE ON THE FLIGHTLINE WILL HAVE AFVA 11-240. THE DECAL MAY BE PERMANENTLY AFFIXED IN PLAIN VIEW OF THE DRIVER OR CLIPPED TO THE INSIDE OF THE SUN VISOR ON THE DRIVER'S SIDE OF THE VEHICLE SO IT CAN BE FLIPPED DOWN FOR READY REFERENCE. LIGHT GUN SIGNALS WILL BE USED ONLY IN AN EMERGENCY, AND WILL BE GIVEN ONLY TO THOSE VEHICLES ON THE RWY TO EXIT OR RETURN TO ORIGINAL STARTING POINT. IF YOU EXPERIENCE RADIO DIFFICULTIES ON THE RWY, EXIT THE RWY IMMEDIATELY AND OBTAIN A NEW RADIO PRIOR TO CONTINUING YOUR WORK IN THE CMA. IF THE CONTROL TOWER SUSPECTS/EXPERIENCES RADIO FAILURE, THE TOWER WILL FLASH THE RWY EDGE LIGHTS AT THE HIGHEST INTENSITY TO SIGNAL ALL VEHICLES TO EXIT THE RWY.

Note: The decal, AFVA 11-240, *Airport Signs and Markings*, bearing the above information must be prominently displayed in all military vehicles that operate on the airfield. Contractors must also possess this information while operating in the airfield environment.

Figure A2.12. F-15E Ramp with Shelters.



Attachment 3
DISTRIBUTION

Figure A3.1. Distribution List.

4 FW/CC	4 EMS/MXMW/MXMT
4 FW/SE/F/G/W	4 MXG/MXL/MXQA
4 FW/CP	4 MOS/CC4 MSG/CC
4 FW/XP	4 CES/CC
4 FW/CVX	4 CES/CEO/F/D/X/V
4 OG/CC	4 SFS/CC
4 OG/OGV	4 CS/CC
4 OG/OGW	4 LRS/CC
4 OSS/CC	4 MDG/CC
4 OSS/OSW	4 MDG/SGP
4 OSS/OSA/R/T/A/P	916 ARW/CC
4 OSS/OSO/R/S	916 OSS/CC/DO
333FS/CC/DO	916 OSS/OSO
334FS/CC/DO	916 OG/CC/OGV
335FS/CC/DO	77 ARS/DOV
336FS/CC/DO	77 ARS/CC/DO
4 MXG/CC	911 ARS/DOV
4 EMS/CC	911ARS/CC/DO HQ ACC/A3AO

Attachment 4

LETTERS OF AGREEMENT MASTER INDEX

A4.1. All current SJAFB LOAs are listed below. Hard copies are available in the AOF office, electronic copies are located on the OSS Local Area Network (LAN) (S: 02.OSA 09.Library). A Master Index with approval and review dates is located in front of the LOA binder and electronically, in the respective folders on the LAN. The AOF/CC reviews the LOAs at least annually for currency.

Figure A4.1. Number Facilities/Subject.

1. Washington Center/SJAFB RAPCON: Approach Control Service
2. Raleigh Tower/SJAFB RAPCON: Tower Enroute Control
3. Fayetteville Tower/SJAFB RAPCON: Tower Enroute Control
4. Wilmington ATCT/SJAFB: Tower Enroute Control
5. Cherry Point RATCF/SJAFB RAPCON: Tower Enroute Control
6. Kinston Tower/SJAFB RAPCON: Interfacility Coordination
7. International Aerobatic Club/SJAFB RAPCON: Aerobatic Practice Area at Duplin Co. Airport
8. Wayne County Sheriff's Dept/SJAFB RAPCON and Tower Wayne County Sheriff Dept: Aviation Operations
9. Washington ARTCC, 4 FW, and 916 ARW: 4 FW MARSA
10. 4 CES/CEOFE and 4 OSS/OSAA: Airfield Lighting
11. Langley AFB/SJAFB: NOTAMs
12. Pope AFB/SJAFB: NOTAMs
13. Pope AFB/SJAFB: Flight Plans
14. 4 FW/SE/USDA and 4 OSS/OSAA: Remington 870 12-gauge Shotgun
15. 4 FW/CP and 4 OSS/OSAA: Activation of Secondary Crash Net (SCN)
16. IR-012 LOA: Military training route