BY ORDER OF THE COMMANDER
WARNER ROBINS AIR LOGISTICS COMPLEX

WARNER ROBINS AIR LOGISTICS COMPLEX INSTRUCTION 91-206

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Safety

SEVERE WEATHER SAFETY PROCEDURES

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This instruction implements Department of the Air Force Manual DAFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards.* It prescribes procedures and preventative actions to minimize injury to personnel and damage to aircraft and associated equipment from adverse weather. It also includes instructions for the prevention and correction of damage to facilities due to freezing weather conditions. It applies to all maintenance, operations, and base support personnel working in, around, or traveling through Warner Robins Air Logistics Complex (WR-ALC) areas. Refer recommended changes and questions about this instruction to the office of primary responsibility (OPR) using the Department of the Air Force (DAF) Form 847, *Recommendation for Change of Publication.* This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Requests for waivers must come through the chain of command from the commander or civilian director of the maintenance group or staff office seeking relief from compliance. Waiver requests must be submitted using the DAF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval,* or via electronic mail (e-mail) or memorandum if the form is unavailable. Waiver request must be submitted to the OPR; waiver authority has not been delegated. This publication is exempt from tiering pursuant to Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures***.** Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Instruction (AFI) 33-322, *Records Management and Information,* and disposed of IAW the AF Records Information Management System Records Disposition Schedule located at

https://www.my.af.mil/afrims/afrims/afrims/rds/rds_series.cfm. See **Attachment 1** for glossary of references and supporting information.

SUMMARY OF CHANGES

Changes include updating responsibilities of the Aircraft Maintenance Operations Center (AMOC) and Group Control Centers (GCC), updating the list of buildings for Condition 1, Condition 2, and Condition 3 Wind Advisories, and updating Glossary of References and Supporting Information, Attachment. This publication number has changed from WR-ALCI 15-125 to WR-ALCI 91-206 to align with its implementing publication, DAFMAN 91-203.

1. General.

1.1. The applicable technical order (TO) is the primary source of instruction for securing/mooring an aircraft.

1.2. The telephone, radio systems, e-mail, and base loudspeaker system are the primary means of communicating weather alerts. In case of failure or disruption of these systems, messengers will serve to notify the Complex control center (CCC) and group control centers (GCCs) who, in turn, will notify subordinate units. In order to facilitate communications, telephone and radio conversations should be kept at a minimum during severe weather alerts.

1.3. The following priority of actions will apply when a weather advisory/watch/warning is issued:

1.3.1. Moor aircraft as required by applicable mission design series TO.

1.3.2. Move all support equipment at least 25 feet from nose, tail, and wing tips of aircraft. Secure with chains or cables and set all serviceable brakes.

1.3.3. Remove and secure all loose equipment, parts, and supplies.

1.3.4. Ensure aircraft are parked with nose facing in the direction of forecasted winds if possible and if time permits.

2. Responsibilities.

2.1. The WR-ALC Commander (CC) or Vice Commander for Maintenance will:

2.1.1. Establish internal severe weather procedures and processes to minimize injury to personnel and damage to aircraft.

2.1.2. Designate WR-ALC Safety (SE) personnel as the Complex OPR for this program.

2.1.3. Ensure the 402d Aircraft Maintenance Group Commander (402 AMXG/CC) and the WR-ALC Safety Officer comply with their respective responsibilities.

2.1.4. Allocate resources for this program, as appropriate.

2.2. WR-ALC/SE personnel will:

2.2.1. Provide oversight of this program.

2.2.2. Review procedures and processes and update as necessary.

2.2.3. Investigate incidents as required.

2.3. The AMOC will*:*

2.3.1. Notify the 402 AMXG squadrons and CCC when a weather advisory/watch/warning is issued (including notification of lightning within five nautical miles [NM]) during normal duty hours, using the severe weather notification checklist.

2.3.1.1. Make an announcement over the ultra high frequency (UHF) depot radio channels.

2.3.1.2. Notify all aircraft on “EAGLE” UHF frequency.

2.3.1.3. Notify the weather group via e-mail (Weather Buddies).

2.3.1.4. Update the digital signage system with the appropriate weather notification.

2.3.2. Notify the following after normal duty hours:

2.3.2.1. All production supervisors on duty.

2.3.2.2. All additional agencies contained in applicable AMOC checklists.

2.3.3. Direct aerospace ground equipment (AGE) movement during weather advisories, watches, and warnings IAW **Attachment 3**, AGE servicing during weather conditions.

2.3.4. Maintain a copy of all weather advisories, watches, and warnings issued and a log of notifications from the squadrons that required actions are completed for 30 days. Notify 402 AMXG/CC and CCC when required actions are complete.

2.3.5. Perform the following actions in the event of aircraft evacuation:

2.3.5.1. Notify the 339th Flight Test Squadron (FLTS) of the number of flyable aircraft.

2.3.5.2. Obtain fuel loads and any other requirements needed to prepare aircraft for evacuation to the 339 FLTS refuge bases. Disseminate this information to proper agencies.

2.3.6. Notify the CCC when all areas are secure and the 402 AMXG GCC is unavailable to submit the report.

2.4. WR-ALC supervisors will (as applicable):

2.4.1. Ensure all personnel are notified (reference **paragraph 1.2**) when a weather advisory/watch/warning is issued, including notification of lightning within five NM.

2.4.1.1. Remain vigilant of existing weather conditions. Shelter/evacuate personnel and secure all equipment if conditions dictate, regardless of Weather Flight or AMOC notification.

2.4.1.2. Use the Group Quick Reaction Checklists for Severe Weather located in the Grab-N-Go books.

2.4.1.3. Suspend all servicing operations IAW TO 00-25-172, *Ground Servicing of Aircraft and Static Grounding/Bonding*, when notified of lightning within five NM.

2.4.1.4. Cease all explosives operations IAW DESR 6055.09 AFMAN 91-201, *Explosives Safety Standards*, **paragraph V2**E4.6.2., when notified of weather watch/warning for lightning.

2.4.1.5. Halt all outside work and ensure all personnel remain inside aircraft or inside of buildings when there is immediate danger of lightning within five NM.

2.4.1.6. When notified of a severe weather advisory/watch/warning (30kts Advisory/ Strong Winds of 35kts or greater/ Damaging Winds of 50kts or greater/Moderate or Severe Thunderstorms/Tornado Warning), ensure all excess equipment is removed from the flight line and the flight line is secured IAW **Attachment 2**, High Wind Preparation Checklist. In addition, excess equipment should be removed and items secured that may cause damage during severe weather in all respective group/staff office areas of responsibility. If after normal duty hours predictions include high winds, ensure equipment not in use is tied down.

2.4.2. Remove as much support equipment from the immediate aircraft area as possible. Secure support equipment that cannot be cleared before forecasted weather begins as follows:

2.4.2.1. Secure equipment at least 25 feet from aircraft to a ramp tie-down device in addition to applying all serviceable brakes.

2.4.2.2. Secure all loose parts at all times except when being loaded or unloaded. All trailers must be chocked or chained down.

2.4.2.3. Contact AMOC to have all support equipment and material picked up when no longer needed or when an aircraft vacates a worksite.

2.4.2.4. Ensure mobile tail enclosure (MTE) vent doors are open if the MTE is parked in its holding location.

2.4.3. Supply AMOC with a roster of key supervisors for emergency recall.

2.4.4. Recall personnel required to secure flight line and move aircraft during other than normal duty hours.

2.4.5. Notify Squadron Supervision when checklist is complete. Squadron Supervision will then notify the MOC when their zone is secured.

2.5. The CCC and All WR-ALC GCCs will:

2.5.1. Notify personnel (reference **paragraph 1.2**) when a weather advisory/watch/warning is issued, including notification of lightning within five NM and winds $\geq$ 35 knots, and of any actions/protective measures required.

2.5.2. Ensure all outside equipment and supplies are secured when notified of a severe weather warning/advisory (30kts Advisory/ Strong Winds of 35kts or greater/ Damaging Winds of 50kts or greater/Moderate or Severe Thunderstorms/Tornado Warning). Utilize **Attachment 2** checklist.

2.5.3. Group control centers notify CCC when all actions are completed after a weather advisory/watch/warning has been received. ***Note*:** The Aircraft Maintenance Operation Center will notify the CCC when all areas are secure and the 402 AMXG GCC is unavailable to submit the report.

2.6. All WR-ALC group/staff office commanders/directors will:

2.6.1. Ensure a recall roster of supervisors is maintained.

2.6.2. Designate specific areas of responsibility for subordinate units.

2.6.3. Assist 402 AMXG personnel by designating additional personnel, when required, in securing aircraft and equipment. All personnel supporting a particular work center will report to the supervisor responsible for the area for task assignment.

3. Heat-Related Conditions.

3.1. WR-ALC personnel must understand and recognize risk factors and symptoms of heat-related illness. Workers in outdoors and non-air-conditioned buildings can be at risk for developing heat illnesses if they do not protect themselves appropriately.

3.2. Upon receiving notification of heat advisories, refer to the flag description found in DAFI 48-151, *Thermal Stress Program*, Table 3.1. for guidance on the appropriate work/rest cycle and fluid replenishment recommendations.

3.2.1. When flag conditions other than white occur, employees must be vigilant to look for signs and symptoms of heat-related disorders and be ready to take appropriate actions. Reference **Attachment 4**, Signs and Symptoms of Heat-Related Disorders.

3.2.1.1. When working in the heat, monitor the condition of your coworkers and have someone do the same for you. Leaders should periodically check to ensure that employees are self-monitoring and ask them questions regarding their wellbeing. Supervisors will brief all personnel on actions to take in regards to themselves and their coworkers.

3.2.1.2. If an employee shows signs of heat-related illness, get him/her to a cooler area and seek appropriate medical help immediately.

4. Freeze Protection for Facilities.

4.1. WR-ALC facilities personnel must understand and recognize risk factors and threat indicators of severe cold weather which concern their facilities and production areas. The major cause of damage is due to freezing of water in pipes or other containment vessels. Freezing is the result of long-term exposure to very low temperatures and/or exposure to moving outside cold air.

4.2. When there are indications of approaching severe cold weather, responsible personnel are to refer to their individual Group Facility Freeze Protection Plan.

4.2.1. Group Facility Freeze Protection Plans are to be updated and revisions made, where appropriate, on an annual basis and distributed to GCC, facility managers, engineers, and other concerned personnel. Updates may be made in between annual updates when conditions warrant. The Group Facility Freeze Protection Plan is also to be included in the Group Infrastructure Planning Guide, when appropriate.

4.2.2. Personnel responsible for taking appropriate actions concerning the prevention of freezing problems will take the initiative to monitor the forecasted weather. Several weather forecast sites are available on the internet.

4.2.3. Notification alerts are provided by GCCs, CCC, e-mail, telephone, computer, base loudspeaker system, and other means.

4.3. The following actions apply when a freezing temperature weather advisory is issued. Reference **Attachment 5**, Facility Protection Activities during Severe Cold Weather Conditions.

4.3.1. Facility managers and other facility points of contact will continue to monitor the current weather forecasts and determine if any potential problem areas will be affected. Proper actions will be taken IAW freeze protection plans and procedures to ensure damage does not occur to AF property.

4.3.2. Facility managers/engineers will arrange for temporary emergency heating for unheated areas which are subject to freeze damage and especially in places exposed to outside air and wind. Other steps to prevent freeze damage may be taken such as letting water drip or by draining water pipes. Ensure fire suppression sprinkler system coverage installed in MTEs is winterized due to exposure to unheated and freeze conditions.

4.3.3. Freeze damage can occur during scheduled or non-scheduled equipment shutdown or heating outages. These problems are not normally expected.

5. Weather-Related Damages.

5.1. All weather related damages will be reported IAW WR-ALCI 91-204, *Standardized Mishap Reporting Procedures*.

JON A. EBERLAN
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Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DAFMAN 90-161, *Publishing Processes and Procedures,* 15 April 2022

AFI 33-322, *Records Management and Information,* 23 March 2020, Change 1, 28 July 2021

TO 00-25-172, *Ground Servicing of Aircraft and Static Grounding/Bonding,* 23 May 2022

DESR 6055.09_AFMAN 91-201, *Explosives Safety Standards*, 28 MAY 2020, DESR 6055.09_AFMAN91-201_AFGM2022-01, 9 March 2022

DAFMAN 91-203, *Air Force Occupational Safety, Fire, and Health Standards,* 25 March 2022

WR-ALCI 91-204, *Standardized Mishap Reporting Procedures*, 13 December 2018

DAFI 48-151, *Thermal Stress Program*, 2 May 2022

Adopted Form

DAF Form 679, *Department of the Air Force Publication*

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPAM—Air Force Pamphlet

AGE—Aerospace Ground Equipment

AMOC—Aircraft Maintenance Operations Center

CC—Commander

CCC—Complex Control Center

e-mail—Electronic Mail

FLTS—Flight Test Squadron

GCC—Group Control Center

IAW—In Accordance With

MTE—Mobile Tail Enclosure

NM—Nautical Miles

OPR—Office of Primary Responsibility

SE—Safety

TO—Technical Order

UHF—Ultra High Frequency

WR-ALC—Warner Robins Air Logistics Complex

WR-ALC/SE—Warner Robins Air Logistics Complex Safety

402 AMXG—Aircraft Maintenance Group

402 CMXG—Commodities Maintenance Group

402 MXSG—Maintenance Support Group

Attachment 2

HIGH WIND PREPARATION CHECKLIST

Table A2.1. High Wind Preparation Checklist.

Flight Line
When winds are ≥35 knots:
Secure all powered support equipment (brakes, chains, or chocks). Remove all excess equipment on the flight line.
Tie down/secure all non-powered support equipment at nearest tie down point at least 25 feet from the aircraft. Remove all excess equipment on the flight line.
Move loose parts and supplies inside or secure them.
Secure trashcans and lids.
Remove/secure other loose objects.
Secure roll aways.
Immediately secure crane hooks to prevent possible damage from the hook and block assembly being blown by the wind.
Ensure all assigned personnel are notified when weather advisory/watch/warning is issued and evacuate personnel if conditions dictate.
Hangars and Buildings
Close hangar doors during the following wind conditions:
Condition 1, Wind Advisory 20 – 34 knots: Buildings 30, 45, 50, 89, 110, 144, 2066, 2067, 2081, 2082.
When an aircraft or equipment needs to be towed in or out of the hangar during Condition 1 and the actual winds are below 20 knots; supervisor will contact AMOC for current wind speed. Hangar doors shall be opened and closed immediately prior to and after towing aircraft or equipment in or out of the hangar.
Condition 2, Wind Warning 35 – 49 knots: Buildings 38, 44, 49, 54, 59, 59S, 81, 82, 83, 91, 125, 131, 137, 149, 2026, 2030, 2036, 2316, 2328, 2390, 20031.
Ensure MTEs are against the hangar if possible, especially when aircraft are inside.
Do not move the MTE when winds are ≥20 knots.
If MTE is to be left in its holding position (away from the hangar), ensure the vent doors are open at all times.
Secure loose parts and supplies inside.
Secure outside trailers/dollies and secure items placed on them.
Secure outside trashcans and lids.
Remove/secure other loose objects.
Aircraft Parked Outside
If aircraft are to remain outside during severe weather conditions, prepare aircraft for applicable weather conditions IAW technical data.
Note: Once area is secure, notify AMOC or GCC.

Attachment 3

AGE SERVICING DURING WEATHER CONDITIONS

A3.1. During weather advisories, watches, and warnings, AMOC will dispatch support vehicles as follows:

Table A3.1. AGE Servicing During Weather Conditions.

WEATHER CONDITION	MAINTENANCE OPERATIONS ACTION
Weather watch for the potential for lightning within five NM	Tow vehicles and cranes may be dispatched.
Weather advisory for thunderstorms within 10 NM	Tow vehicles and cranes may be dispatched.
Weather advisory for surface winds ≥20 knots	Cranes will not be dispatched, but tow vehicles may be dispatched.
Weather warning for lightning within five NM	No tow vehicles or cranes will be dispatched.
Note: Calavars and aerial lifts will not be dispatched or operated when winds exceed 25 knots.	

Attachment 4

SIGNS AND SYMPTOMS OF HEAT-RELATED DISORDERS

A4.1. Heat-related disorders may occur when there is an exposure to heat-risk factors. The chart below illustrates some of the signs and symptoms associated with heat stress. If the employee is experiencing any of these symptoms or shows signs of delirium (regardless of symptoms), get the employee into a cooler area and seek appropriate medical attention.

Table A4.1. Signs and Symptoms of Heat-Related Disorders.

Disorder	Signs	Symptoms
Dehydration	Loss of work capacity Delayed response to stimuli	Fatigue Weakness Dry Mouth
Heat Exhaustion	High pulse rate, confusion, anxiety Profuse sweating Low blood pressure Pale face or flushing Body temperature increased but below 104 degrees F Excessive thirst, decreased urine output	Fatigue, Malaise Weakness Blurred Vision Dizziness Headache Nausea Loss of appetite
Heat Rash	Skin eruptions	Itching Skin, Prickly Sensation
Heat Stroke	Red face Mental status changes such as disorientation, confusion, or irritability Hot, dry skin Erratic behavior Collapse Shivering Body temperature >104 degrees F	May be the same as those for heat exhaustion (see above)
Heat Cramps	Incapacitating pain in muscle	Muscle Cramps (abdominal and lower extremities) Fatigued Muscles
Heat Syncope	Brief fainting or near fainting behavior	Blurred Vision

Attachment 5

FACILITY PROTECTION ACTIVITIES DURING SEVERE COLD WEATHER CONDITIONS

A5.1. During weather watches, warnings, and advisories when severe cold weather is predicted over a prolonged period of time, the following activities should be instituted:

Table A5.1. Facility Protection Activities During Severe Cold Weather Conditions.

WEATHER CONDITION	MAINTENANCE OPERATIONS ACTION
Potential exists for severe freezing conditions meeting activation criteria	1. Facility managers and engineers consult their Group Freeze Protection Plan and Facility Manager's Guide. 2. Facility managers and engineers take steps to protect known problem areas where freeze damage may occur. 3. Facility managers/engineers will contact Civil Engineering to ensure freeze protection modes are operational on all facility ventilation systems.
Severe freezing conditions meeting activation criteria occur	1. Facility managers/engineers should alert occupants in their facilities of the potential for freeze damage and request that they be vigilant for possible or occurring freeze problems. 2. Take preventative actions in the event of scheduled or non-scheduled equipment shutdown or loss of heating caused by outages.
Severe freezing conditions cause damage to facilities or equipment	1. Facility managers will submit work orders to have corrective actions taken for repairs and abatement of the cause of the problem. 2. Notify local organization management, GCCs, and concerned organizations providing descriptions, times, actions taken, lessons learned, and other details for historical purposes, reports and briefings, and news dissemination.
After freezing conditions have passed and especially if problems or damage have occurred	Persons responsible for their Group Freeze Protection Plan shall update and/or revise the existing plan as needed to ensure personnel are alerted to possible problems and future resultant damage.