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**Maintenance**

**FOREIGN OBJECT DAMAGE (FOD)  
PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Managing Aerospace Equipment Maintenance*, and establishes operating procedures, identifies specific responsibilities for Foreign Object Damage (FOD) inspections, and incident reporting. This publication also acts as supplemental information, along with cited references, to form a comprehensive foreign object damage prevention program. This publication is consistent with Air Force Occupational Safety and Health (AFOSH) standards or Department of Labor Occupational Safety and Health Act (OSHA) standards. This instruction is applicable to all personnel when on Peterson Air Force Base.

## **1. Responsibilities.**

1.1. All personnel will ensure compliance with this instruction and established guidance so that every precaution is taken to prevent FOD. Supervisors must ensure that newly assigned personnel whose duties take them on the flight line receive the FOD Prevention Orientation/Familiarization briefing as part of their newcomer's in-processing. The Transportation FOD Prevention Officer/Non-Commissioned Officer will ensure the driver's training program stresses the importance of FOD prevention when driving on the flight line.

## **2. Procedures.**

2.1. Ensure this instruction receives widest dissemination throughout the 302 Airlift Wing (AW).

2.2. The 302 Logistics Group (LG) FOD Committee will meet quarterly (monthly meetings are encouraged and will be scheduled within time constraints). If the 302 AW standards are exceeded, the FOD committee will hold emergency sessions until the issues are resolved.

2.3. Ensure publicity materials concerning FOD (i.e., posters, committee minutes, etc.) are given widest dissemination throughout the 302 AW.

2.4. FOD walks around the aircraft will be accomplished by maintenance personnel daily. Flight line/ramp area walks will be completed as needed in addition to scheduled walks performed by LG personnel during scheduled Unit Training Assembly (UTA). Other wing personnel are highly encouraged to attend. Section performing the walk and time will be published in the weekly flying schedule.

2.5. All FOD incidents will be reported to and investigated by LG Quality Assurance. This information will be up-channeled to the FOD committee and evaluated for seriousness and awareness/prevention.

2.6. Wing activities discovering FOD to any aircraft/engine will report findings to LG Quality Assurance and the Maintenance Officer/Supervisor. The aircraft will be impounded pending evaluation of damages. Maintenance/Operations actions will not be accomplished without the approval of the impounding official.

2.7. All personnel will be constantly on alert for any form of FOD during all phases of work, passenger/cargo loading, and flight. Special attention will be given to small items of debris, such as safety wire, bolts, nuts, screws, etc. Loose materials will be placed in FOD containers during the normal course of job performance. After any job is completed, a final check of the entire work area will be made and all FOD removed.

### 3. General FOD Prevention Practices.

3.1. Personnel will not wear hats within 25 feet of a running engine. Wear of the winter watch cap is authorized and may be worn during aircraft launch when using the following procedures:

3.1.1. Ear defender/communication headset devices must be worn over the watch cap.

3.1.2. Watch cap must be firmly set on individual's head and pulled down over ears to prevent it from inadvertently coming off, thus posing a FOD hazard.

3.2. Aircraft/weapon safety pins will not be placed on or left unsecured on aircraft parking ramps/movement areas at any time.

3.3. Aircraft forms will not be left unsecured, at any time, on the ramp or any external area of the aircraft.

3.4. Refreshments (coffee, soda, etc.) may be consumed inside vehicles; however, empty containers must be properly disposed of. Glass bottles are prohibited on the flight line, with the exception of maintenance sample kits.

3.5. The military parking ramp will be swept with appropriate equipment. This function will be coordinated with the host wing (21 Space Wing) through the Maintenance Operations Center.

3.6. When maintenance is performed forward of the upper and lower engine cowlings; a red X will be entered in the AFTO 781A, **Maintenance Discrepancy and Work Document** for a thorough intake inspection. Only a qualified inspector's signature is required to clear the inspection.

3.7. A FOD inspection will be performed after any activity on the flight line or around aircraft (i.e. cargo loading, passenger pick-up/drop-off).

**4. Flight line Vehicle FOD Prevention.**

4.1. Vehicle operators will inspect the vehicle interior, cargo bed, and tires prior to entering the flight line and remove all foreign material that could inadvertently fall on the ramp creating a FOD hazard.

4.2. Government employees (military and civilian) will not use or possess (on their person) personally owned tools while flying on wing assigned aircraft or while working in any government maintenance facility. Contractors will comply with their contract concerning tool control and accountability.

5. See [Attachment 1](#), *Glossary of References*.

RICHARD R. MOSS, Colonel, USAFR  
Commander

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 21-101, *Maintenance Management of Aircraft*

AFI 91-202, *The Air Force Mishap Prevention Program*

AFI 91-204, *Investigating and Reporting US Air Force Mishaps*

AFOSH Standard 91-100, *Aircraft Flight Line-Ground Operations & Activities*

AFRCI 21-101, *Aircraft Maintenance Guidance and Procedures*

T.O. 00-20-1, *Preventative Maintenance Program General Policy Requirements and Procedures.*

***Abbreviations and Acronyms***

**AFOSH**—Air Force Occupational Safety and Health

**AFPD**—Air Force Policy Directive

**AW**—Airlift Wing

**FOD**—Foreign Object Damage

**LG**—Logistics Group

**OSHA**—Department of Labor Occupational Safety and Health Act

**UTA**—Unit Training Assembly