

14 AUGUST 2002



*Maintenance*

**PREVENTING FOREIGN OBJECT DAMAGE  
(FOD)**

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OPR: 354 FW/CVF (MSgt Tom J Burns)

Certified by: 354 FW/CV (Col Timothy B. Vigil)

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This instruction implements AFD 21-1, *Managing Aerospace Equipment Maintenance*, and establishes wing FOD prevention committee participants. It identifies responsibilities not already identified in PACAFI 21-101 specific to the effectiveness of the 354 FW FOD prevention program. It is used in conjunction with AFI 21-101, *Maintenance Management of Aircraft*, and PACAFI 21-101, *PACAF Aircraft Maintenance Organization and Procedures*. It is applicable to all 354th Fighter Wing assigned and tenant units to the extent of their responsibilities as addressed. This instruction applies to units and members assigned or attached to Eielson AFB.

**SUMMARY OF REVISIONS**

Vehicle rope chocks are exempt from the marking requirement. "Golden Bolt" program added.

**1. General.** The high cost of damage to equipment and injury to USAF personnel dictates that all levels of commanders and supervisors strictly comply with FOD prevention directives. Foreign object (FO) removal is the first step in FOD prevention. Annual briefings will be documented by the responsible organization.

**2. Responsibilities:**

2.1. **Table 1.** lists those individuals appointed as members of the wing FOD prevention committee. Personnel occupying these positions or their alternates will attend all meetings.

**Table 1. FOD Prevention Committee Members.**

Vice Wing Commander	Wing Safety Office, Flight Safety Officer
Operations Group Commander	Chief, Airfield Management
Maintenance Group Commander	Maintenance Squadron Commander
Mission Support Group Commander	Maintenance Operations Squadron Commander
Chief of Security Police	Base Civil Engineer
Transportation Squadron Commander	Chief of Supply
Operations Support Squadron Commander	Maintenance Group Quality Assurance Chief
18th Fighter Squadron Commander	Operations Group Quality Assurance Chief
355th Fighter Squadron Commander	168th Air Refueling Wing Quality Assurance Chief
353d Combat Training Squadron Commander	Wing FOD Prevention Monitor

**NOTE:** Committee members unable to attend are required to send a representative and/or notify the wing FOD Prevention Monitor by phone or e-mail prior to the meeting.

2.2. Squadron commanders on the committee will forward a copy of the letter appointing their unit FOD prevention representative and alternate containing the individual's name, rank, duty phone, e-mail address (or a POC) and DEROS to the Wing FOD Prevention Monitor.

2.3. Unit FOD prevention representatives will ensure:

2.3.1. A FOD continuity binder is maintained and set up as follows:

2.3.1.1. Tab A - Copies of letters of appointment for the wing and unit FOD prevention representatives

2.3.1.2. Tab B - Current copy of PACAFI 21-101 (a Standard Form 21 may be used to show location)

2.3.1.3. Tab C - Current copy of 354 FWI 21-135

2.3.1.4. Tab D - Copies of AF Forms 2419 showing results of spot checks

2.3.2. A FOD bulletin board is kept at each unit location. One centrally located board may cover all shops located in a single building. Placement is at the discretion of the individual squadron, but the location must provide the greatest visual access to personnel. The squadrons are responsible for obtaining and maintaining the bulletin board. The space on the bulletin board may be shared provided the following items are displayed:

2.3.2.1. Most recent FOD GRAM published by the Wing FOD Prevention Monitor.

2.3.2.2. Copy of the most recent FOD Committee meeting minutes.

2.3.2.3. FOD Prevention Point of Contact visual aid.

2.3.2.4. Posters, pictures, and other items pertaining to FOD prevention.

2.3.3. When flight chiefs appoint flight FOD representatives to assist the unit representative, letters of appointment for those flight representatives will be maintained under Tab A of the unit continuity binder.

2.3.4. Unit and flight FOD representatives will attend the scheduled Junior FOD Committee meetings.

**NOTE:** Members unable to attend Junior FOD committee meetings will send an alternate and/or notify the Wing FOD Monitor by phone or e-mail prior to the meeting.

### 3. General FOD Prevention Practices:

#### 3.1. Flightline Vehicle FOD Prevention:

3.1.1. The FOD prevention representative for Airfield Management will ensure the drivers' training program stresses the importance of FOD prevention and control applicable to vehicle operations on the flightline.

3.1.2. Vehicles will only access the aircraft parking areas, taxiways and runway by entry points approved by Airfield Management. FOD checks will be accomplished on vehicles and towed trailers or equipment at these entry points prior to entering the airfield. If leaving a paved surface becomes necessary, re-check all tires for debris before re-entering. Debris will be deposited in vehicle FOD cans or tossed to the side, clear of the pavement area. Do not leave removed debris on access road! Security forces will assist in monitoring for compliance of FOD tire checks.

3.1.3. Fire department personnel will ensure a FOD check is completed on all vehicles on standby status in the fire station bays. Vehicles returning to the fire station or airfield taxiways from unpaved or broken pavement areas will have a FOD check performed by the vehicle operator.

3.1.4. Except for emergency response vehicles, magnets are required on all pickup, step van and AGE bobtail vehicles used daily on the flightline. Magnets will be used year round and will hang with a 3 to 5 inch clearance from pavement surface. When snow accumulation exceeds clearance, the magnet will be flipped up and stuck to bumper or removed until snow is swept or plowed. Vehicles utilizing magnets will add "clean magnet daily" to an available "Other" block of AF Form 1800/1806, Operator's Inspection Guide and Trouble Report.

3.1.5. FOD picking tools and a serviceable flashlight are mandatory for all vehicles that operate on the flightline. In addition, all FOD picking tools and flashlights will be etched with the vehicle ID number. FOD picking tools and flashlights will be annotated on the vehicle's AF Form 1800/1806. Security forces vehicles will be exempt from having to maintain a flashlight in their vehicles due to their requirement to have one on person during daily execution of their duties.

3.1.6. All items permanently assigned to a vehicle (seasonal or not) will be marked with the vehicle ID number and annotated on the vehicle's AF Form 1800/1806 to ensure accountability. Vehicle rope chocks are exempt from the marking requirement. If lost or misplaced, these items will be reported in accordance with lost tool/items procedures and annotated on a PACAF Form 140A.

3.1.7. FOD containers must be secured to the vehicle in a manner that would prevent the container from tipping over while the vehicle is in motion. The lid must be secured to prevent the container from inadvertently opening. The FOD container will be listed on the 1800/1806 if not permanently affixed to the vehicle. "Empty FOD container daily" will be added to an available "Other" block on the AF Form 1800/1806.

3.1.8. All pintle hooks will have cotter pin installed whether open or closed, and pin will be secured to vehicle or support equipment by means of chain or wire rope.

3.1.9. Vehicle chocks will be annotated on the vehicle's AF Form 1800/1806 and if lost or misplaced, will be reported and annotated on a PACAF Form 140A. When not in use, these chocks will be stored securely inside the vehicle or in the truck bed.

3.1.10. Due to composition of Eielson AFB taxiways, studded tires will not be used and tire chain usage should be minimized. Airfield Management will determine when the use of chains is authorized.

### 3.2. Individual responsibilities:

3.2.1. Maintenance personnel will police up their work areas prior to leaving the job site for any reason.

3.2.2. Maintenance personnel may wear FOD pouches while on the flightline.

3.2.3. Except for issue type winter headwear worn during cold weather operations, hats will not be worn on the flightline. When winter headwear is worn, extreme care will be exercised around operating aircraft engines to prevent ingestion. Security Forces personnel are authorized beret wear except within 50 feet of operating engines.

### 3.3. Consumable Control/Operating Stock:

3.3.1. Consumables are hardware and materials utilized or expended during the course of maintenance, repair, or manufacturing. Consumable material managers should enforce strict control on access to consumables and should exercise methods to reduce excess material usage. Personnel will prevent co-mingling in supply bins. Excess stock should be controlled in a secure area until needed.

3.3.2. Workcenters that utilize consumable stock (i.e., operating stock/bench stock) are subject to inspection in an effort to curb end item FOD and fraud, waste, and abuse of government supplies.

## 4. Composite Tool Kit (CTK) Procedures:

4.1. These procedures apply to non-aircraft maintenance units within the 354 FW. Squadron commanders in each organization, (Transportation, Supply, Communications, and Civil Engineer), are responsible for compliance with this instruction. Aircraft maintenance units and assigned personnel, (354th Maintenance Squadron, 353d Combat Training Squadron, 18th and 355th Fighter Squadrons, and Operations Group Weapons Standardization), will adhere to CTK procedures outlined in 354 FWI Sup1, Consolidated Tool Kit (CTK) Program ,PACAFI 21-101, and procedures outlined in this document.

4.2. The primary objective of the CTK program is to eliminate damage to aircraft and equipment due to lost or misplaced tools, and to reduce tool associated costs. These procedures will apply to CTKs used on facilities, vehicles, or equipment associated with the flightline.

### 4.3. Responsibilities:

4.3.1. Flight OIC/NCOICs will:

4.3.1.1. Be responsible for the overall management of the CTK program within their respective flights.

4.3.1.2. Incorporate a locally developed CTK inspection checklist into their self-inspection program to cover applicable CTKs.

#### 4.3.2. Tool Room Supervisors and Primary/Alternate CTK Custodians will:

4.3.2.1. Develop a master Equipment Control Log (ECL) for each applicable CTK. The listing will have as a minimum: tool nomenclature, quantity, serial number/TMDE number, total amount of tools in each drawer, and total amount of tools/items in the kit. The ECL will account for as separate items the key, chain, locks, cables, and FO bags.

4.3.2.2. Ensure each CTK has a folder with an enclosed PACAF Form 140, CTK Inventory (check in/check out). The form is to be used for signing the CTK in and out. This folder will stay in the tool room or support section while the CTK is checked out.

4.3.2.3. Perform CTK inventory inspections every six months (annual for mobility equipment) or when CTK custodian changes. Inspections will be documented on AF Form 2411 Inspection Document.

4.3.2.4. Ensure a unique identification and numbering system for CTKs is developed for each section, see 354 FWI 21-111 Atch 1, and forward to the 354 FW/CVF FOD Prevention Monitor.

4.3.2.5. Ensure personal use equipment (i.e. ear defenders, reflective belts) is marked with the individual squadron, work center, and employee number (i.e. 354CE-CEOH-12345).

4.3.2.6. Exchange broken or damaged tools one for one. Document all missing/removed tools on PACAF Form 140, part II. Lost tools will be reissued and accounted for on PACAF Form 140A.

#### 4.3.3. Individual Users will:

4.3.3.1. Be responsible for the security, cleanliness, and accountability of the CTK or tools they have been assigned.

4.3.3.2. Inventory CTKs immediately prior to and after each job on the flightline.

4.3.3.3. Report any lost tools to the work center supervisor immediately.

4.3.3.4. Report damaged or unserviceable tool(s) to the tool room supervisor or primary/alternate CTK monitor.

4.3.3.5. Remove all foreign objects (FO) prior to CTK turn-in.

#### 4.4. CTK and Tool Markings:

4.4.1. Applicable CTKs and associated tools will be legibly marked with a unique alpha-numeric code identifying the squadron, flight, and number of the kit (including locks, keys, and FOD bags). Security cables and padlocks (if not attached) will be etched or marked with CTK number and added to the content's list for the CTK.

4.4.2. Tool kits will be stenciled with legible letters indicating kit number.

4.4.3. Tools will have the CTK number etched on them. When the CTK number cannot be etched on the tool due to size or hardness of the tool, it will be accounted for during kit inventory by checking to make sure all inlay or shadow positions are filled. Tools with removable pieces will be etched, issued, and returned as one unit. Detachable pieces which do not affect the operation of the item (i.e., flashlight and screwdriver clip rings) will be removed.

4.4.4. Subkits of CTKs (Allen wrench sets, file sets, drill bit sets, helicoil subkits, etc.) will be stored as a "set" in a pouch or container. The pouch or container will be marked with the CTK identification number and the number of tools it contains (including the container).

4.4.5. The corners of the dispatchable CTKs will be reflectorized for night visibility.

4.4.6. Consumable items (safety wire, lubricants, erasers, and teflon tape) in CTKs will be marked and listed on the tool kit inventory.

#### 4.5. Control and Issue Inventory Procedures:

##### 4.5.1. Control:

4.5.1.1. Dispatchable CTKs will not be left unsecured. However, they will not be attached to any part of an aircraft, AGE, or vehicle exterior or left attached or secured at any location which would hinder aircraft, equipment, vehicle, or personnel movement.

##### 4.5.2. Issue and Inventory:

4.5.2.1. An inventory and inspection will be performed on all CTKs and documented on the PACAF Form 140 at issue and turn-in. This can be accomplished at the beginning and end of each duty shift.

4.5.2.2. Tools missing from a CTK (broken, on order, PMEL, etc.) will be documented on PACAF Form 140, CTK Inventory Inspection Log, by Tool Section personnel or primary/alternate CTK monitors.

4.5.2.3. TDY personnel and personnel from other workcenters requiring tools from a CTK, will sign for tools on an AF Form 1297 or be issued chits. TDY personnel will be briefed on CTK procedures.

#### 4.6. Inspection Criteria:

4.6.1. Account for all tools by inventory and PACAF Form 140 entries.

4.6.2. Ensure CTK containers are free of foreign objects and debris.

4.6.3. Ensure tools are clean and serviceable.

4.6.4. Report damaged or broken tools and annotate PACAF Form 140, part II.

4.6.5. Document PACAF Form 140 properly.

#### 4.7. Lost Tool Procedures:

4.7.1. Notify the section supervisor and flight OIC/NCOIC of a lost tool/item as soon as possible. The section supervisor and/or flight OIC/NCOIC will initiate a PACAF Form 140A and will contact the Maintenance Operations Center (MOC) to obtain a control number. MOC will notify the 18 FS/MA, 355 FS/MA, 353 CTS/MA (deployed MAs), 354 MXS/LGM, and 354 OG-LG/QA as applicable.

4.7.2. Complete the PACAF Form 140A IAW PACAFI 21-101.

4.7.3. Once initiated, the PACAF Form 140A must be completed regardless of the status of the item.

- 4.7.4. Conduct a search using the individual and supervisor. If the lost tool or object was in a shop and aircraft components were involved, the appropriate components will be inspected.
- 4.7.5. The search will be terminated upon request of the section supervisor with concurrence of the flight OIC/NCOIC and respective QA or the Wing FOD Monitor.
- 4.7.6. The PACAF Form 140A will be kept for 12 months in the tool room/work center CTK continuity folder.
- 4.7.7. A copy of the completed PACAF Form 140A will be delivered to the Wing FOD Monitor within 1 duty day of completion. Deliver the form to QA flight if the FOD Monitor is not available.
- 4.7.8. If a previously lost item is found, contact the Wing FOD Monitor to update the lost tool report.
- 4.7.9. Theft or suspected theft of a tool or CTK will be reported to the tool room or work center supervisor immediately, who in turn will report the loss to the flight OIC/NCOIC for investigation.
- 4.8. Personal Tools: Not authorized in any maintenance area. (Leatherman/Gerber pliers, mini-mag flashlights, etc.)

## **5. Specific FOD Prevention Practices:**

### **5.1. Air Intake Inspection:**

- 5.1.1. Anti-personnel guards and bell-mouth screens will be inspected for FOD and serviceability prior to engine run. This pre-use inspection will be documented on the AFTO Form 781A on a Red X entry. When the inspection is signed off, the run screen number will be included in the Corrective Action block. This will be accomplished prior to engine start.
- 5.1.2. Post engine run (ground or flight) inspections will be accomplished as soon as possible, even if the engine is scheduled for removal. Any damage found will be reported to the unit FOD Monitor who, in turn, notifies the Wing FOD Monitor.
- 5.1.3. A minimum light source for air intake inspections will be an approved, high intensity flashlight. (Mag-Lite or equivalent)
- 5.1.4. Bird strike damage to engines is not considered FOD, but must be investigated and documented to preclude the wing from being charged with a FOD incident.
- 5.1.5. Any engine damage noted will be reported to the Wing FOD Monitor or alternate.
- 5.1.6. An engine intake FOD inspection will be accomplished before and after all engine motorings as well as those required by current instructions and technical orders. If the aircraft engine(s) is/are being operated by a pilot and the aircraft engine(s) is/are shut down for maintenance, an intake inspection need not be accomplished if the pilot remains in the cockpit. If the aircraft was shut down after taxiing, and the pilot leaves the cockpit, an intake inspection must be accomplished prior to subsequent engine start.

### **5.2. Safety Pins:**

- 5.2.1. Aircraft/weapons safety pins will not be left unsecured on aircraft parking ramp/movement areas at any time.

5.2.2. All F-16 aircraft ground safety pins, except SUU/TER pins, will be attached to the streamer by a brazed, welded, or silver soldered retaining ring. (Note: If P/N 19-100C ring is utilized, brazing requirement is optional.) Streamers attached to nose landing gear, EPU, and gun pins will be at least 8 but not longer than 12 inches. These pins will not have swaged cables attached. The flying squadrons will be responsible for maintaining pins in proper configuration while installed on aircraft. Gun and EPU safing pin retaining ring part number is IT324, NSN 5300-00-825-3915.

### 5.3. Protective Covers.

5.3.1. Engine intake and exhaust, pitot, and air data probe (if applicable) covers are to be installed whether aircraft is sheltered or not.

### 5.4. Panel Removal:

5.4.1. Screw bags or foam templates will be on hand prior to removing any screws/fasteners from the aircraft. Screws will be controlled in a screw bag or the foam template as removed, not after each panel removal is complete.

5.4.2. If a panel is tacked on the aircraft, attaching hardware will be put in a screw bag and attached to the outside of the panel. If the panel is not tacked on the aircraft, a screw bag must be labeled with aircraft tail number and attached to the removed item.

### 5.5. FOD Walks:

5.5.1. Fighter squadrons and TDY units will ensure FOD walks are accomplished at the start of each flying day and during the day as needed in their assigned aircraft parking areas, hangaring spaces and the taxiways adjacent to them.

5.5.2. End of runway (EOR) crews will conduct a FOD walk of the arm and de-arm areas prior to aircraft taxi.

5.5.3. Maintenance Squadron will be responsible for FOD walks around their maintenance facilities adjacent to aircraft taxiways. Transient Alert will be responsible for the areas occupied by transient aircraft.

5.5.4. The fire chief will ensure ramp access from fire station to main taxiway is inspected daily and remains FOD free.

5.5.5. Airfield Management is responsible for daily inspection of aircraft pavement surfaces, daily runway monitoring and taxiway sweeping schedules ensuring special requests for sweeper operations are coordinated during normal duty hours.

### 5.6. Facilities:

5.6.1. Unit, flight or section FOD Prevention Representatives will conduct weekly spot checks of their facilities to identify and coordinate corrective actions for FOD problem areas.

5.6.2. A minimum of one trash can with a lid will be available in each maintenance work area or aircraft parking bay.

### 5.7. FOD Prevention Inspections:

5.7.1. FOD Prevention inspections will be conducted to ensure conditions are maintained to eliminate foreign object damage to aircraft, aircraft components, support equipment, and ground equipment.

5.7.2. The standard and rating criteria for FOD inspections are as follows: one minor discrepancy per inspection will be allowed; two or more minor discrepancies or any major discrepancy will be considered an inspection failure.

5.7.3. A major discrepancy is any F.O. under an aircraft or within 25 feet of an aircraft intake.

5.7.4. The Wing FOD Prevention Monitor will perform weekly FOD spot checks of aircraft parking areas, adjacent taxiways, hangaring spaces, and arm/de-arm areas; the monitor will also conduct monthly spot checks of maintenance facilities. These spot checks will be documented on an AF Form 2419 but will not be included in the QA statistics.

#### 5.8. FO in Inaccessible Areas:

5.8.1. If a foreign object falls into an inaccessible area on an aircraft refer to AFI21-101 Para 15.8.1.9 for instructions.

5.8.2. If a foreign object falls into an inaccessible area on a piece of equipment, not involving aircraft, the maintenance officer, Wing FOD Prevention Monitor, and QA chief inspector will be consulted. If they agree there is no possibility of the item damaging a system or other equipment by remaining in or falling out of the unit, the object may remain in equipment.

#### 5.9. Ice FOD Alert Procedures:

5.9.1. The Weather Flight will notify Command Post (CP) and base agencies of an ice FOD alert by Automated Weather Distribution System (AWDS). If maintenance personnel suspect ice FOD conditions, they will inform the production superintendent who will confirm and notify the CP. Ice FOD alerts will be sent as observed weather advisories and updated as required.

5.9.2. F-16 atmospheric conditions for ice FOD are when the temperature is less than 45 degrees Fahrenheit with precipitation, standing water, snow, or ice on the ground in the proximity of the inlet and/or a dew point between 25 and 35 degrees Fahrenheit with a temperature / dew point spread of less than 9 degrees.

5.9.2.1. Upon notification of an ice FOD alert, only the 18 FS Commander, Chief of Maintenance, or production superintendent will approve maintenance ground runs for F-16 aircraft engines. Engine anti-personnel screens will not be used under ice FOD alert or conditions. Instead, a qualified individual will be safely positioned to observe for inlet ice build up. This individual will be in clear view of the run supervisor at all times in order to signal for immediate shutdown should ice form on the inlet lip. Hush house runs require Maintenance Squadron Commander, Chief of Maintenance, or production superintendent approval.

5.9.3. A-10 atmospheric conditions for ice FOD are when the temperature is between 40 and -19 degrees Fahrenheit and the temperature/dew point spread is less than 9 degrees.

5.9.3.1. Upon notification of an ice FOD alert, only the 355 FS Commander, Chief of Maintenance, or production superintendent will approve maintenance ground runs for A-10 aircraft engines. If a run during ice FOD conditions is approved, a qualified individual will be safely positioned to observe for inlet ice build up. This individual will be in clear view of the run supervisor at all times in order to signal for immediate shutdown should ice build up on the inlet lip. Two observers will be utilized if both engines are to operate simultaneously. Hush house runs require Maintenance Squadron Commander, Chief of Maintenance or production superintendent approval.

5.9.4. After an aircraft engine has been shut down for inlet icing, the observer will immediately notify the expediter or production superintendent, who will notify the Command Post to announce an ice FOD alert.

5.9.5. The CP will notify the following when an ice FOD alert is initiated or terminated:

5.9.5.1. Wing or Vice Wing Commander

5.9.5.2. Operations Group Commander

5.9.5.3. Supervisor of Flying (SOF)

5.9.5.4. Control Tower

5.9.5.5. All flying squadrons

5.9.5.6. All production superintendents

5.9.6. The SOF will coordinate with tower personnel prior to their issuing clearance to taxi during ice FOD alert conditions. Ice FOD alerts will be placed on the Automated Terminal Information System (ATIS) as they occur.

5.9.7. Squadrons will ensure their pilots are aware of an ice FOD alert prior to flight via locally established procedures.

5.9.8. Air traffic control operations will incorporate the ice FOD alert into the ATIS.

5.9.9. Fighter squadron commanders will ensure all pilots comply with the engine anti-ice procedures found in the following: 1F-16CG-1 or 1A-10A-1 (Flight Manual); MCI 11-F16, Vol. 3, Chapter 8, 354 FW Supplement 1, *F-16 Pilot Operational Procedures*; and this instruction. If "inlet icing" light illuminates while aircraft is on the ground, a visual inspection must be accomplished prior to taxiing or takeoff. If in-flight or ground icing is encountered, pilots will make an informational entry in the AFTO Forms 781A. If aircraft icing greater than trace is detected after flight, notify production super of the situation and a determination will be made by supervision to taxi the aircraft to parking or to shut down and tow to parking. Consideration will be given as to the most expeditious manner of engine shut down. Any chunking of ice on the aircraft is cause for immediate shut down. For cross-country flights, the pilot will brief transient maintenance on the possibility of inlet ice formation when the ambient temperature is less than 45° Fahrenheit. Any-time inlet icing has occurred, the aircraft will be shut down and the occurrence will be documented in the aircraft forms.

5.10. Airfield Sweeping:

5.10.1. The Civil Engineer Operations Flight is the office of primary responsibility for implementing and following the sweeping plan. Airfield Management is responsible for inspecting and reporting of FOD to the Operations Flight. Airfield Management has the authority to establish flightline sweeping priorities to facilitate aircraft operations or to expedite the clean up of a serious FOD hazard. The flightline sweepers will follow the general guidelines set in the sweeping plan when priorities are not established by Airfield Management.

5.10.2. Flightline sweepers will operate and respond to Airfield Management sweeping requests 24 hours per day during the summer months. Airfield Management sweeping requests are considered to be a priority. If more than one request is generated, Airfield Management will prioritize the requests. The Operations Flight will notify Airfield Management when flightline sweepers are

down for maintenance or any reason they cannot respond to a sweeping request within 15 minutes. Sweeper operators should make every effort to cover all surfaces of taxiways and runway, not just yellow taxi lines. The following is EAFB sweeper schedule for non-winter conditions:

5.10.2.1. Every weekday prior to generation of aircraft and after last downs:

5.10.2.1.1. All primary taxiway centerlines double-pass each side of yellow taxi line.

5.10.2.1.2. All operational airfield vehicle access/entry points.

5.10.2.1.3. F-16/A/OA-10 aircraft parking area, including A, B, C, D, rows, front and back loop parking spots.

5.10.2.1.4. Cope Thunder aircraft parking area when operational (Papa, Quebec, Romeo, Sierra).

5.10.2.1.5. Arm/de-arm parking spots dictated by Base Operations.

5.10.2.2. Sunday/Thursday:

5.10.2.2.1. Gun Butt.

5.10.2.2.2. Thunder Dome north and south hangar ramps.

5.10.2.2.3. Nose Dock 1 and 2 aircraft parking ramps.

5.10.2.2.4. Building 1176 north side and west side.

5.10.2.3. Monday/Friday:

5.10.2.3.1. Base Operations aircraft parking ramp.

5.10.2.3.2. Nose Dock 7 aircraft parking ramp.

5.10.2.3.3. Aircraft parking pads in front of Buildings 1350, 1348, 1346, 1344, and 1340.

5.10.2.4. Tuesday:

5.10.2.4.1. Lima and Oscar rows.

5.10.2.4.2. Echo, Fox, Golf, and Hotel rows.

5.10.3. Sweeper drivers may exercise discretion and deviate from this plan if they discover a potential FOD hazard elsewhere on the airfield that requires immediate attention. If the FOD hazard is significant contact Airfield Management so they can temporarily close that area to taxiing aircraft.

5.10.4. Sweep runway, runway edges and barrier shoulders upon Airfield Management request. Exercise caution when operating near barrier cables.

5.10.5. Maintain a 25-foot distance from parked aircraft and avoid jet blast. When ramps are full of aircraft, (i.e., Cope Thunder) skip that area and move to the next available area. Return to the skipped area as soon as possible and sweep it accordingly.

5.11. Metal valve caps are not authorized on any flightline vehicle or support equipment. Metal valve caps will be disposed of and replaced with plastic caps.

## **6. FOD Prevention Awards:**

6.1. Units will nominate for the monthly FOD Fighter Award, individuals they feel made the most significant contribution to FOD prevention within their unit ([Attachment 1](#)).

6.2. One monthly winner will be chosen from each group. These individuals will receive a one-day pass and a gift certificate from Services Squadron. The monthly awards will be forwarded to the recipient's Squadron for presentation at Commanders Call or other suitable venue.

6.3. One quarterly winner will be chosen from each group's monthly winners. These individuals will receive a 3-day pass and various gift certificates from Services Squadron and will be presented at the wing FOD prevention committee by the Vice Wing commander or acting chairperson. If the individual cannot attend due to TDY, leave, or shift conflict, the award will be forwarded to the recipient's Squadron for presentation at Commanders Call or other suitable venue.

6.4. Original FOD Prevention Posters submitted to the Wing FOD Prevention Monitor will be judged quarterly. The winning poster will be published in the meeting minutes and posted on FOD bulletin boards. The creator of the winning poster will receive a three-day pass, and a gift certificate from Services Squadron.

6.5. Golden Bolt Program. The wing FOD prevention monitor will administer the "Golden Bolt" program. The wing FOD prevention monitor or QA will place the "Golden Bolt" in a maintenance area, preferably during a FOD walk, and monitor. QA will forward the name of the individual recovering the golden bolt to the wing FOD prevention monitor for awards. Recipients will receive a one-day pass and a wing certificate of excellence.

**NOTE:** All FOD awards are subject to change based upon the availability of sponsors and funding. All passes will be coordinated with the individual's supervisor.

BOB D. DULANEY, Brig Gen, USAF  
Commander

**Attachment 1**

**SAMPLE FOD FIGHTER NOMINATION**

(Date)

MEMORANDUM FOR 354 CVF (Wing FOD Prevention NCO)

FROM: SQ/OFF SYM

SUBJECT: FOD Fighter Nomination

1. Personal Information:

- a. NAME: Doe, John A.
- b. GRADE: SrA
- c. DUTY TITLE: F-1X Weapons load team member
- d. SUPERVISOR: TSgt Roe
- e. BRIEF JOB DESCRIPTION: Positions, prepares, loads and unloads air-to-air and air-to-ground munitions on the F-16 aircraft.

2. JUSTIFICATION: (Describe how the individual contributed to FOD prevention) After performing a launch assist, SrA Doe noted a shiny object laying on the ramp between rows 33 and 34. Upon further investigation the object was discovered to be a stainless steel plug from an aircraft grounding cable. He turned the plug over to the production supervisor. SrA Doe's action averted a potential major FOD incident that could have cost the Air Force thousands of dollars in engine damage.

(Signature Block of Supervisor)