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Operations Planning

**OSAN AIR BASE FLIGHTLINE VEHICLE
TRAFFIC CONTROL**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 10-1, *Operations Planning*. This instruction prescribes the responsibilities and procedures for operating motor vehicles on the Osan AB flightline. It also defines flightline driving violations and subsequent penalties that can result in disciplinary or administrative action. These procedures apply equally to military and civilian vehicle operators. The Security Forces and Airfield Management will accomplish strict enforcement of this regulation. Successful accomplishment of the operational mission is the primary goal. Procedures contained in this instruction give due consideration to safety, security, prevention of accidents, and elimination of foreign object damage (FOD). This instruction applies to all units assigned, attached, or on temporary duty (TDY) to Osan AB. Violations of this instruction are punishable under the Uniform Code of Military Justice.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

51 FW Form 36 and 51 FW Form 213 are no longer checked. AFI 13-213 is the instruction used to outline this publication. AF Form 171 will be used by the VCO/VCNCO to process Government driver's licenses. A bar (|) indicates revision from the previous edition.

1. Program Description

1.1. Prerequisite. Flightline traffic will be held to the absolute minimum consistent with operational requirements. Prior to operating any motor vehicle on Osan flightline, personnel will:

- 1.1.1. Receive flightline drivers' training, to include a day and night orientation, from their unit Vehicle Control Officer/Noncommissioned Officer (VCO/VCNCO) or trained unit instructor.
- 1.1.2. Be completely familiar with the contents of this regulation.

1.1.3. Successfully complete a flightline drivers' test, be issued an AF Form 483, **Certificate of Competency** through Airfield Management (51 OSS/OSAM) or home USAF station.

1.2. Terms Explained:

1.2.1. Government Owned Vehicles (GOV). Government owned vehicles operated on the flightline consistent with operational need. **NOTE:** use of government owned (and properly maintained) golf carts and utility vehicles are authorized and are classified as general purpose.

1.2.2. Privately Owned Vehicles (POV). Personal vehicles authorized for operation on the flightline. Note: requires 51 FW Form 33, **Temporary Airfield Vehicle Pass**. This form stocked and issued by OPR.

1.2.3. Rental Vehicles. Locally rented vehicles are authorized. **NOTE:** requires 51 FW Form 33.

1.2.4. Contractor Vehicles. Vehicles required to operate on the flightline to fulfill terms of a contract after receiving an Airfield Management briefing at a pre-construction meeting. **NOTE:** requires 51 FW Form 33.

1.2.5. Flightline. The flightline is defined as all runways, overruns, taxiways, ramps, aircraft parking areas, hangars, and associated maintenance/servicing areas where aircraft may be encountered. This includes buildings and roads located within the perimeter fence adjacent to or affecting any portion of the airfield.

1.2.6. Radio Controlled Movement Area. The radio controlled movement area is defined as the runway, overruns, and lettered taxiways. Two-way radio contact must be established with the Osan Control Tower before entry into these areas. Taxiway A is Osan's contingency runway and may be activated on short notice. It is critical for all vehicular traffic on Taxiway A and adjacent driving lanes to maintain radio contact with the Control Tower. An intrusion in this area is defined as: Entry into the radio controlled movement area by an individual, on foot or in a vehicle, without specific pre-approval from Osan Control Tower.

1.2.7. Runway Environment. The runway, overruns, and any taxiway leading to the runway beyond runway hold lines, or within 100' of the runway. This includes infield grass areas and non-paved areas adjacent to the runway.

1.2.8. Runway Hold Lines. A single solid 6-inch yellow line and alternating 6-inch broken yellow line extending across primary taxiways at least 100' from the runway edge.

1.2.9. Instrument Hold Lines. Two solid 6-inch yellow lines with perpendicular, connecting bars extending across selected taxiways to protect the Instrument Landing System critical areas. Authorization to cross this line required when the ceiling is less than 800' and/or visibility is less than 2 miles.

1.2.10. 51 FW Form 33 classifications:

1.2.10.1. Area A: Parking areas beyond the restricted area boundaries of Alpha Diamond (36 FS) and Third Generation (25 FS) ramps.

1.2.10.2. Area B: Parking areas in the vicinity of Service Apron Alpha or building 1731/1732.

1.2.10.3. Area C: Parking areas within the interior of Charlie Diamond and the Black Cat ramp.

1.2.10.4. Permit Area: (I) Diamond Parking, (II) Diamond Taxi Access, (III) Runway/Helipad

and Taxiway Alpha.

1.2.10.5. Parking areas for Control Tower, RAPCON, and Fire Department do not require a flightline pass.

1.2.10.6. Aero Club flight training center instructors and students must have parking passes for Charlie Diamond. The Aero Club manager is responsible for submitting requests for parking passes to airfield management and briefing all participating members. Vehicles must enter at the road adjacent to the 5th RS security post or road between Bldg. 1104 and 1173 and proceed directly to and from the training center. Vehicular operations elsewhere are prohibited.

1.2.11. AF Form 483. Authorizes personnel to drive vehicles on USAF flightline. After receiving local training, "AUTH OSAN AB FLT LINE" will be stamped on the certificate. Drivers must have this AF Form 483 (or USAF equivalent) in their possession while operating a vehicle, support equipment, or contractor equipment on the flightline.

1.2.12. Escort. An individual certified for flightline driving may accompany and monitor a driver who is not. The escort is responsible for the actions of an uncertified driver whether in the same vehicle or lead vehicle until the non-certified member completely exits the flight line.

1.3. Responsibilities:

1.3.1. Commanders will:

1.3.1.1. Ensure only the minimum number of personnel required for mission accomplishments are authorized to drive on the flightline.

1.3.1.2. Ensure flightline vehicle operators assigned to their organization receive training on airfield traffic and driving rules from their unit VCO/VCNCO or trained unit instructor. This includes day and night flightline familiarization rides. Ensure that training is documented on an AF Form 2519, **All Purpose Checklist** [Overprinted - Flightline Familiarization Checklist (Day/Night)], and maintained on file until the member has PCS'd or no longer requires.

1.3.1.3. Ensure members of their organization do not drive on the flightline until all training requirements listed in subparagraph **1.3.1.2.** have been fulfilled and the Airfield Management has certified the applicant.

1.3.1.4. Ensure that VCOs/VCNCOs and unit instructors are appointed in writing and have received one-on-one training and certification from Airfield Management. A copy of current VCO/VCNCO appointment letters will be forwarded and maintained on file at 51 OSS/OSAM.

1.3.1.5. Provide written requests to Airfield Management to issue POV passes for all unit personnel required to drive a POV on the flightline. Due to traffic volume, commanders must MINIMIZE the number of POV passes requested. Include specific justification as required. Passes must be renewed annually IAW, sample letter, **Attachment 2.**

1.3.1.6. Ensure that members of their organization, issued a POV pass, are briefed on authorized use of the pass and consequences of unauthorized use as defined in Chapter 3.

1.3.1.7. Ensure unit personnel have AF Form 483 in their possession when picking up POV Flightline Passes, and at all times when operating a motor vehicle on the flightline.

1.3.1.8. Return flightline driving passes to Airfield Management before members PCS/PCA.

NOTE: recommend this item be included on unit out-processing checklist.

1.3.2. Commander, 51st Civil Engineer Squadron will:

1.3.2.1. Ensure personnel assigned to 51 CES, Headquarters/Special Site (HQ/SS) contractors, and base civil engineering contractors required to operate vehicles on the airfield receive flightline drivers' training from unit VCO/VCNCOs or trained unit instructors. Following training and prior to beginning work on the flightline, Airfield Management will ensure that contract supervisors and sub-contract supervisors are competent and fully understand the provisions herein (normally during pre-construction meetings).

1.3.2.2. Request in writing that Airfield Management issue POV passes for HQ/SS contractors and base civil engineer contractors IAW subparagraph **2.1.3**.

1.3.3. Commander, 51st Security Forces Squadron will:

1.3.3.1. Ensure 51 SFS personnel are flightline driver trained, certified, and maintain two-way communication with Osan Control Tower prior to entering the radio controlled movement area.

1.3.3.2. Report all flightline incidents to the Airfield Manager or Chief, Base Operations as soon as possible, but no later than the next duty day. Supply background information, which will assist Airfield Management to address violations and resolve discrepancies.

1.3.3.3. Conduct random spot checks of flightline operators and POV passes to ensure compliance with this instruction.

1.3.3.3.1. Detain controlled movement area intruders. Intruders will only be turned over to Airfield Management after it has been determined the airfield intrusion was not a result of criminal intent. Airfield Management will be informed by SFS personnel to pickup controlled movement intruders after they are detained.

1.3.4. Commander, 51st Medical Group will:

1.3.4.1. Administer a color vision test and report results on 51 FW Form 214 (EF), **Flight Line Driver's and VCO/VCNCO Training and Certification**, Exceptions: personnel holding AFSC's who require individual color blindness tests semiannually or annually IAW AFI 36-2110. Exceptions will be noted within block IV of 51 FW Form 214.

1.3.5. Airfield Management will:

1.3.5.1. Ensure flightline violators are stopped and spot corrected for minor infractions. More serious violations will be handled IAW Chapter 3.

1.3.5.2. Conduct staff assistance visits to flightline driving units and brief the results of one of the SAV visits at the quarterly airfield operations board chaired by 51 OG/CC.

1.3.5.3. Issue POV Flightline passes after training and testing completion, IAW paragraph **1.4**, ensuring applications are processed IAW paragraph **2.1**. Limit the number of POV passes issued to the absolute minimum consistent with mission accomplishment.

1.3.5.4. Maintain a current listing of personnel authorized to drive POVs on the flightline.

1.3.5.5. Train and certify VCOs/VCNCOs on flightline driving procedures to include a day and nighttime familiarization.

- 1.3.5.6. Administer drivers' testing as described in paragraph 1.4.
- 1.3.5.7. Issue vehicle passes to unit VCO/VCNCOs.
- 1.3.6. The Control Tower will report all flightline unauthorized vehicle violations/intrusions to the Security Forces/Airfield Management as soon as possible.
- 1.3.7. Unit VCO/VCNCOs/ and trained instructors will:
 - 1.3.7.1. Be chosen for their knowledge and familiarity with flightline operations and associated hazards.
 - 1.3.7.2. Be trained through one-on-one training with Airfield Management.
 - 1.3.7.3. Train additional instructors, as required, to assist in providing flightline driving training to other unit personnel. VCO/VCNCOs or senior unit instructors will provide Airfield Management up-to-date listings of trained instructors.
 - 1.3.7.4. Ensure only personnel requiring flightline access are trained.
 - 1.3.7.5. Develop and maintain a unit flightline drivers' training program using this instruction and a flightline drivers' training outline provided by Airfield Management. These items, as a minimum, will be maintained in the VCO/VCNCO unit flightline drivers' training binder.
 - 1.3.7.6. Conduct training and initiate required paperwork as described in paragraph 1.4.
 - 1.3.7.7. Ensure trainees have a valid state or government driver's license.
 - 1.3.7.8. Conduct remedial training of personnel who violate provisions of this instruction.
 - 1.3.7.9. Ensure TDY personnel comply with paragraph 1.5.2.
 - 1.3.7.10. Submit a listing of personnel requiring vehicle passes annually to Airfield Management (NLT 15 December).
 - 1.3.7.11. Receive vehicular passes from Airfield Management for personnel assigned to their unit.
 - 1.3.7.12. Administratively track and develop internal procedures for issuing vehicular passes.
 - 1.3.7.13. Initiate and track re-certification training IAW paragraph 1.4.
 - 1.3.7.14. Drop off POV temporary passes requests off at Airfield Management bldg 882.
 - 1.3.7.15. Temporary passes will be ready for pick up the next duty day.
- 1.3.8. Acquisition Management Division (Contracting Division) will:
 - 1.3.8.1. Ensure contractors and vendors are trained on provisions of this instruction and comply with flightline driving guidelines.
 - 1.3.8.2. Coordinate with Airfield Management and Security Police in advance for all contractors requiring access to the flightline as defined in paragraph 1.2.4.

1.4. Flightline Drivers Training:

- 1.4.1. Personnel who operate a vehicle on the flightline will be trained by their unit VCO/VCNCO and tested by 51 OSS/OSAM (Airfield Management).
 - 1.4.1.1. Unit VCOs/VCNCOs or trained unit instructors are responsible for conducting a day

and night familiarization rides and conduct and a practical evaluation on each applicant prior to scheduling the certification test. During the practical evaluation the applicant will operate the vehicle on the flightline while the trainer evaluates performance. Flightline orientations and the practical evaluations will be documented on the 51 FW Form 214

1.4.2. Training will be conducted using the information presented in this instruction and the 51 OSS Flightline Drivers' Training Outline, issued by Airfield Management.

1.4.2.1. When training has been accomplished, the VCO/VCNCO will ensure the trainee has completed 51 FW Form 214 and AF Form 2519 (Overprinted - Flightline Familiarization Checklist (Day/Night)). The AF Form 2519 must be dated and signed by the VCO/VCNCO and the trainee. The trainee will bring all the completed forms and a blank AF form 483 to the testing site.

1.4.2.2. The Airfield Management Training Manager will administer all certification tests. Testing will be provided every Tuesday and Thursday at 1400 at the Community Center. Unit VCO/VCNCOs are responsible for scheduling individuals for testing by calling Airfield Management at 784-4388 or 4222 at least one day prior to the scheduled test dates. They will ensure all required paperwork is completed and brought to the test site by the trainee.

1.4.3. A minimum-passing grade of 80 percent is required.

1.4.3.1. The individual administering the test will review missed questions with applicants.

1.4.4. Personnel failing to attain a passing score will be retrained by their VCO/VCNCO and be tested again when ready. Those who successfully complete the written examination will be certified by Airfield Management and issued an AF Form 483.

1.4.5. Refresher training and testing will be accomplished biannually using the same procedures.

1.4.6. Airfield Management may also perform no-notice Staff Assistance Visits of unit programs. Training is not required for drivers under escort (defined in paragraph 1.2.2.), and the night familiarization is not required for contract personnel who will not work on the flightline after dark.

1.5. Licensing Requirements:

1.5.1. Base-Assigned Personnel. Base-assigned personnel required to operate registered equipment (i.e. Jammers, Red Mules, etc.) and general-purpose military vehicles on the flightline require a valid state or government driver's license and stamped AF Form 483 issued by Airfield Management. Personnel required to operate special purpose vehicles also require an AF Form 2293, **US Air Force Motor Vehicle Operator Identification Card**, issued at the 51st Transportation Squadron. AF Form 483 will be issued for a period not to exceed 2 years, and re-certification will be accomplished as prescribed in paragraph 1.4.

1.5.2. TDY Personnel. TDY personnel must comply with provisions of subparagraph 1.5.1. These personnel will be briefed on the Osan flightline driving procedures by the sponsoring VCO/VCNCO. After the briefing, the VCO/VCNCO will send TDY personnel to Base Operations with a letter stating that the individual has been briefed/trained on the flightline. The individual will bring this letter and home-station AF Form 483 (or equivalent) to be stamped as flightline certified.

1.5.3. Contractors are required to contact Airfield Management NLT 3 days prior to going on the airfield to schedule/receive a briefing on flightline procedures and receive a temporary AF Form

483. Contractors will then sign a letter stating that they were briefed on flight line procedures and have their AF Form 483 stamped.

2. Flightline Driving Requirements.

2.1. Flightline POV Pass, 51 FW Form 33.

2.1.1. Government vehicles do not require 51 FW Form 33.

2.1.2. Rental Vehicles. Require a 51 FW Form 33 issued by Airfield Management. Passes will be issued when all requested operators have completed training IAW paragraph [1.4](#).

2.1.3. Contractor Vehicles. Require 51 FW Form 33 except when escorted on the flightline. Agencies responsible for contract activities will apply to Airfield Management in writing for flightline vehicles passes required to fulfill the terms of the contract(s). Passes will be issued when all requested operators have completed training IAW paragraph [1.4](#).

2.1.4. AAFES vehicles displaying the AAFES emblem while operating on the flightline do not require a 51 FW Form 33. However, a letter must be submitted to Airfield Management (51 OSS/OSAM) by the controlling authority listing names and vehicles authorized. Individuals driving AAFES vehicles on the flightline must be trained, certified, and possess a valid AF Form 483. Authorization for AAFES vehicles on the flightline will only be granted for non-movement, non-restricted areas.

2.1.5. Commanders and civilian department chiefs may request a limited number of POV flightline passes for their personnel. These requests must be fully justified and submitted only to facilitate the performance of official duties. Use of these passes for other than official duty will result in revocation of the pass and driver's AF Form 483.

2.1.6. Authorized Use of 51 FW Form 33. Unrestricted and unique-access POV Flightline Passes give POV drivers access to specified locations on the flightline when a GOV is not available and when such access is essential to accomplishment of their duties. Use of POV passes for other than the purposes identified in this instruction are not authorized and will result in the revocation of the pass and the offender's AF Form 483. **POV PASSES MUST BE DISPLAYED ON THE FRONT LEFT CORNER OF THE VEHICLE DASHBOARD WHEN THE VEHICLE IS OPERATED OR PARKED ON THE FLIGHTLINE. THE PASS WILL BE REMOVED WHEN OFF THE FLIGHTLINE.**

2.1.7. Personnel requiring 51 FW Form 33 will:

2.1.7.1. Possess a state or government driver's license, and complete training/certification IAW paragraph [1.4](#).

2.1.7.2. Possess a USFK Form 134EK, USFK Motor Vehicle Operator's Permit, or ROK operator's permit.

2.1.7.3. Submit a temporary airfield vehicle pass request signed by their squadron commander or civilian department chief to 51st OSS/OSAM. Passes will be re-issued annually NLT December 15th (submissions may be grouped by squadron, element, section, etc.). The request must indicate the specific areas of access required. (See format in [Attachment 2](#))

2.1.7.4. Posses a current AF Form 483 validated for Osan's Flightline. **POV PASSES ARE**

NOT ISSUED FOR CONVENIENCE. DRIVING PRIVILEGES ARE AUTHORIZED ONLY FOR THE AREA (S) AND PERSONNEL SPECIFIED ON THE PASS.

2.1.8. POV Passes are controlled items and should be returned to Airfield Management when the authorization is no longer valid or the individual has PCS/PCA'd to a non-flightline function.

2.2. Flightline Driving Rules:

2.2.1. All personnel will be trained and tested prior to operating a vehicle on the flightline.

2.2.2. POV, rental, and contract vehicles operating on the flightline require identification IAW paragraph 2.1.

2.2.3. Vehicle movement will be held to the absolute minimum consistent with mission requirements. Only vehicles and personnel performing official duties are authorized. Non-flightline access routes will be used as much as possible.

2.2.4. Vehicle Traffic Flow.

2.2.4.1. Vehicles entering priority A, B or C restricted areas must have at least one person in the vehicle with the appropriate area authorized on a restricted area badge or be escorted by an authorized individual with escort (E) identified for that area on their area badge. Persons without restricted area badge must remain with an escort while in the restricted area.

2.2.4.2. All vehicles, except emergency and alert vehicles on response status, will stop prior to entering the flightline and check vehicle tires for foreign object debris (FOD).

2.2.4.3. Vehicle operators will drive with the driver's side toward aircraft at all times. Vehicles are prohibited from driving or parking to the rear of aircraft unless required for maintenance. Vehicles performing maintenance at the rear of the aircraft may be parked provided the vehicle does not interfere with taxiing aircraft or engine runs on adjacent aircraft. Backing in the vicinity of aircraft without a spotter is prohibited, and pre-positioned wheel chocks between the parked vehicle and aircraft are mandatory. Flightline vehicles must also be positioned/parked behind the imaginary nose line of parked aircraft in order to remain clear of taxiing aircraft.

2.2.5. Vehicle operators performing on-the-job training (OJT) on aircraft will not operate a vehicle within 50' of aircraft. **NOTE:** This restriction does not apply to fire fighting vehicles/equipment, OJT operators towing aircraft, loading or unloading of vans, or vehicles, which are servicing aircraft. In all cases, drivers in OJT status must be qualified to operate the vehicle and a qualified instructor must accompany them.

2.2.6. No POV will operate on a taxiway unless it is in direct performance of official flightline business. The provisions in paragraph 2.1. apply.

2.2.7. Runway Crossing Procedures:

2.2.7.1. Runway crossings are permitted when authorization is obtained from Osan Control Tower and when two-way communication can be maintained. **NOTE:** *The words clear, cleared, or clearance will not be used when in radio communication with the tower. These words are reserved for communications between the tower and aircraft.*

2.2.7.1.1. Radio the Control Tower, give your call sign, and provide your request, current location, and requested route. Example: "OSAN TOWER, CRASH 3, TAXIWAY BRAVO, REQUEST RUNWAY CROSSING FROM TAXIWAY BRAVO TO HOT

CARGO PAD.”

2.2.7.1.2. Osan Control Tower will approve or disapprove the request based on other traffic. Example: “CRASH 3, OSAN TOWER, PROCEED ACROSS RUNWAY FROM TAXIWAY BRAVO TO HOT CARGO PAD, REPORT WHEN OFF” or “CRASH 3, OSAN TOWER, HOLD SHORT OF THE RUNWAY.”

2.2.7.1.3. It is critical to read back to the control tower the instructions they gave you as a confirmation that both parties understand what was transmitted.

2.2.7.1.4. Advise the Control Tower as soon as your vehicle is off the runway and past the runway hold line. Example: “OSAN TOWER, CRASH 3, OFF THE RUNWAY AT HOT CARGO PAD.”

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

2.2.7.2. Contractors are prohibited from crossing the active runway. Deviation requests will be reviewed by Airfield Manager or Chief, Base Operations on a case-by-case basis. If approved, Airfield Management will coordinate with Control Tower and Central Security Control.

2.2.7.3. Personnel are not permitted to walk across the runway unless two-way communication is established and control tower expressly approves. Walking and jogging along perimeter road is acceptable and has been approved by wing leadership.

2.2.7.4. Lost Communication Procedures. In the event that radio contact is lost while operating on the runway, vehicle operators and personnel pre-approved on the runway will maintain a visual observation of the control tower for light gun signals. The control tower may also flash runway lights on and off to advise vehicles to exit the runway immediately. Light gun signals are as follows.

2.2.7.4.1. Steady Green Light--Cleared to cross.

2.2.7.4.2. Steady Red Light--Stop. Vehicle will not be moved.

2.2.7.4.3. Flashing Red Light--Clear active runway immediately.

2.2.7.4.4. Flashing White Light--Return to starting point.

2.2.7.4.5. Red and Green Light--General Warning. Exercise extreme caution.

NOTE: The Air Force visual aid, Tower Signals for Control of Airdrome Traffic, must be prominently displayed on dashboards of all military vehicles which operate on the flightline. If you need this sticker, contact your unit VCO\VCNCO.

2.2.8. Flightline speed limits:

2.2.8.1. Taxiways, aprons, and ramps: general-purpose vehicles - 15 MPH; special-purpose vehicles - 10 MPH.

2.2.8.2. Vehicles within 50' of an aircraft, snowplow, or building - 5 mph.

2.2.8.3. Towed aircraft - 5 mph.

2.2.8.4. Perimeter road - 25 mph.

- 2.2.8.5. Vehicles towing AGE – Maximum speed 15 mph
 - 2.2.8.6. Emergency response vehicles may exceed speed limits in performance of their duties when their rotating beacons are turned on. Airfield Management may also exceed speed limits for performance of Runway Surface Condition (RSC) readings.
 - 2.2.8.7. Airfield Management, on behalf of the 51st Operations Group Commander, may impose lower speed limits during periods of reduced visibility or adverse weather conditions.
- 2.2.9. Flightline right-of-way. Vehicle operators will give way to aircraft. The following are listed in order of highest priority.
- 2.2.9.1. Taxiing or towed aircraft.
 - 2.2.9.2. Emergency vehicles responding to emergencies. Crash/fire fighting, security forces, Airfield Operations, ambulance and alert vehicles will proceed along the centerline of taxiways with emergency lights and/or headlights on.
 - 2.2.9.3. Vehicles towing weapons/explosives.
 - 2.2.9.4. Snow removal equipment.
 - 2.2.9.5. AGE vehicles.
- 2.2.10. Vehicles will be operated single-file in designated traffic lanes unless in direct support of an aircraft or responding to an emergency. The centerline areas of the taxiways are reserved as safety lanes and will be kept clear of vehicles and equipment. If it is necessary to drive off the paved surface, the operator is responsible for checking the vehicle's tires for FOD material. This check will be accomplished immediately upon returning to the paved surface. The operator will ensure tires and the paved surfaces are cleared of FOD or report the condition to Base Operations.
- 2.2.11. Pedestrian traffic on the flightline will be kept to a minimum, and jogging on the flight line is prohibited. Pedestrians will walk nearest to flightline buildings.
- 2.2.12. Vehicles will not pass under any part of an aircraft unless absolutely necessary but, if required, will follow procedures prescribed by technical order for that task. Guides will be posted to ensure minimum clearance is maintained. The operator will make a visual check to be certain that there is sufficient clearance before proceeding. Vehicles will not be driven within 25', or backed towards, any aircraft except as authorized in certain towing, loading, or fueling operations. When backing toward an aircraft a spotter will be posted as a safety measure. Pre-check the clearance and pre-set chocks before beginning to back up.
- 2.2.13. Vehicles parked near aircraft will comply with provisions of paragraph 2.3. and wheel chocks will be placed to prevent the vehicle from backing into the aircraft. **NOTE:** Vehicles or wheeled equipment without internal braking systems, when parked within 25' of an aircraft, will have one wheel chocked fore and aft.
- 2.2.14. Vehicles will not stop, park, or be driven closer than the following tolerance distances to aircraft that have engines running or which are about to be started.
- 2.2.14.1. Propeller aircraft (C-12, C-130, etc.). 100' in front, 200' behind.
 - 2.2.14.2. Jet aircraft (KC-135, C-141, C-9, F-15, etc.). 200' in front, 500' behind.
 - 2.2.14.3. Large jet aircraft (C-5, KC-10, B-747, etc.). 200' in front, 1000' behind.

NOTE: Special equipment or cargo loading vehicles may be driven closer to aircraft when necessary to load/off-load if safety spotters and chocks are in place, within 10' of an aircraft. Refuelers performing hot-pit refueling. Maintenance vehicles removing AGE from the vicinity of aircraft or maintenance vehicles responding to aircraft that require immediate attention to prevent launch delays. Supervisor of Flying (SOF) vehicle during a visual inspection of an aircraft.

2.2.15. Under no circumstances will vehicles park in front, or drive into, the path of a taxiing aircraft, except for FOLLOW ME vehicles. Vehicles will not drive between the FOLLOW ME vehicle and an aircraft. Vehicles will not drive between fire trucks and an aircraft. Vehicles will not drive between a marshaller and an aircraft.

2.2.16. At night, or in inclement weather, the headlights of vehicles on the flightline will be operated on low beam and not be aimed directly at moving aircraft. The operator of a vehicle encountering a moving aircraft will, while maintaining proper separation, face the vehicle away from the aircraft or use parking lights only. Headlights will be turned back on when the aircraft is out of range.

2.2.17. All vehicles approved for access onto the runway are required to maintain radio contact with the Control Tower and turn on headlights and rotating beacons. If the vehicle is not equipped with beacons, the emergency flashers will be activated while the vehicle is on the runway. If the vehicle is stationary on the runway, it will be positioned facing the Tower. "Emergency Flasher" lights will be activated while the vehicle is stationary.

2.2.18. Vehicles will not be parked on taxiways or taxilanes. The restriction excludes airfield maintenance crews, AGE, and vehicles used for special requirements as determined by Base Civil Engineering and Airfield Management. Vehicles will not be parked or operated off hard surfaces, except as authorized in subparagraph **2.2.23**.

2.2.19. Military vehicles carrying explosives will display appropriate warning signs on both sides. Headlights will be on and either a flashing light on top of the cab or emergency flashers will be on. When the vehicle is not loaded, the flashing lights will be turned off, signs reversed, and headlights turned off unless required by darkness or fog. These vehicles will not exceed 10 mph and will have right-of-way over all other traffic except moving aircraft and vehicles responding to an emergency. Vehicle operators will signal by horn and by alternating high and low beams when passing stopped vehicles and when approaching vehicles that obstruct their route. Vehicles in convoy will maintain the proper separation distance for the quantity and type of explosive carried. Drivers will not normally dismount from explosives-laden vehicles. If dismount becomes necessary, the vehicle will be parked IAW paragraph **2.3**.

2.2.20. Stalled vehicles will not be left unattended on the runway, taxiways or taxilanes. The driver of the vehicle must notify the control tower or base operations of their situation and request immediate assistance. If unable to radio tower or base operations, the vehicle operator must attempt to signal another vehicle. It is imperative that the vehicle operator does everything possible to alert someone of his predicament. If safety becomes a player due to aircraft movement, then temporarily vacate the stalled vehicle.

2.2.21. Motorized vehicles will not be permitted to operate inside aircraft hangars when aircraft are present. Refuelers are exempt from this rule during wartime contingencies. Aircraft tow vehicles will be permitted to operate in hangars for entry and removal of aircraft. All ground power

equipment required to perform aircraft maintenance inside hangars must meet National Electrical Code Standards for Class I, Division I, hazardous areas and be approved by the Base Fire Chief.

2.2.22. Smoking on the flightline as prescribed in AFOSHSTD 91-100, paragraph 1.2.3.3.2. which in summary prohibits smoking except where designated by the installation fire chief in coordination with the functional manager and (or) supervisor.

2.2.23. Vehicles will not be driven on grass areas associated with the flightline. When a vehicle must avoid interfering with the progress of a towed or taxiing aircraft, they will reverse direction, or pull onto the asphalt shoulder. Contractors required to drive on the grass must submit a request in writing to Airfield Management (51st OSS/OSAM) with desired route and if approved will be briefed by the Airfield Manager. **NOTE:** *Wing-assigned or sponsored vehicles supporting airfield operations within grass areas (i.e. Barrier Maintenance, Special Communication Maintenance Teams, Mowers, etc.) are authorized.*

2.2.24. Vehicles on the flightline are a major source of aircraft foreign object debris (FOD). FOD can damage aircraft tires and/or be ingested into engines with disastrous results. It is the responsibility of any person who observes FOD to remove it. When entering the flight line, stop, turn off the engine and exit the vehicle. Thoroughly check and remove all debris from the tires, bumpers, and underside of the vehicle. Ice and snow should be removed from inside the wheel wells and bumpers. Flashlights are required in all POVs/GOVs for the purpose of FOD checks during hours of darkness. Equipment, workstands, and similar materials will be removed from the vicinity of an aircraft and properly stored. When equipment or materials are left outside, they will be secured to prevent accidental movement by winds or aircraft blasts.

2.2.25. On all diamond taxilanes, the 3rd generation ramp, and the flow thru revetments, vehicle operators will drive on the left side of the taxilane centerline. Exceptions: Tow vehicles, airfield management, etc..

2.2.26. Personnel operating vehicles in the K-Span/buildings 1731, 1732 must yield to taxiing helicopters. No vehicle will drive within 100' of a taxiing or towed helicopter. **NOTE: DO NOT ALLOW HELICOPTER ROTORS TO PASS OVER YOUR VEHICLE.**

2.2.27. Vehicles operating on the runway, overruns, taxiways and the Hot Cargo Pad must establish and maintain radio contact with the control tower.

2.2.28. When visibility is less than 300', refueling and explosive loaded vehicles will not be operated unless directed by the wing or installation commander.

2.2.29. When visibility is less than 100', POVs/GOVs (except emergency and alert vehicles) will not be operated on the flight line. Flashing lights will be used on all vehicles temporarily parked on the aircraft parking ramps during the periods of limited visibility.

2.2.30. When visibility is less than 50', it is recommended that a walking guide be equipped with a flashing or luminescent wand to be used during emergency movement of alert vehicles.

2.3. Flightline Parking Rules:

2.3.1. Unattended vehicles will be parked so they will not interfere with aircraft being towed or taxied. Ignition will be turned off; keys will be left in the ignition; and the gear lever will be put in reverse for vehicles with manual transmissions (park position for vehicles with automatic transmissions). Unattended vehicles will set brakes or will have chocks placed both in front of and

behind one of the rear wheels. *NOTE: Alert and emergency vehicles in response mode are excluded.*

2.3.2. Wheeled AGE and maintenance equipment will be braked or, if not equipped with brakes, chocked.

2.3.3. All vehicles, parking or operating, within restricted areas will have flight line passes. This does not apply to GOV's.

2.4. Flightline Bicycle Rules:

2.4.1. Bicycles may be ridden on the flightline directly to and from duty sections provided they are equipped with an operational tail lamp, headlamp, tail reflector, and pedal reflectors.

2.4.2. Operators will wear reflective belts at all times. *NOTE: Bicycles cannot enter two-way radio controlled areas of the flightline.*

2.4.2.1. Visibility must be above .4 miles and no snow or ice present on the paved surface.

2.4.3. VCO/VCNCOs must ensure that their unit personnel are flight line tested and certified in the same manner as vehicle operators prior to operating a bicycle on the flightline.

2.4.4. Passes are not required for bicycles.

2.4.5. Authorization to operate a bicycle on the flightline is limited to military and DOD civilian members.

2.4.5.1. Recreational biking and the use of mopeds, skateboards, and roller skates are prohibited on the flightline. IAW AFI 91-207, workers operating bicycles in industrial flightline areas designated "no-hat" areas due to potential of FOD will wear a bicycle helmet with chin strap fastened about the chin.

2.5. Flightline Golf Cart Rules.

2.5.1. VCO/VCNCOs will ensure that personnel operating golf carts on the flight line are tested and certified in the same manner as a vehicle.

2.5.2. Three- or four-wheeled vehicles may be driven on the flightline provided they are equipped with an operational rear reflective device or sign and headlamp.

2.5.2.1. Operators will wear reflective belts at all times.

2.5.3. At night, or in inclement weather, the headlights of golf carts on the flightline will be operated on low beam and not be aimed directly at moving aircraft paragraph 2.2.15.).

2.5.3.1. Visibility must be above .4 miles and no snow or ice present on the paved surface.

2.5.4. Golf carts, when parked on the flightline, will be parked outside wing tip area, have the engine turned to the off position, brake set, gear shift lever in neutral, and key left in the ignition.

2.5.5. Golf carts will have one wheel chocked fore and aft when parked within 10' of an aircraft (see paragraph 2.2.13.).

2.5.6. Golf carts will not be parked closer than 50' of an aircraft during refueling or munitions operations.

2.5.7. Golf Carts will not be operated inside aircraft hangars when aircraft are present.

2.5.8. Golf carts cannot enter two-way radio controlled areas on the flightline.

3. Flightline Violations.

3.1. Personnel Subject to Prosecution:

3.1.1. Military members who violate provision of this instruction are subject to disciplinary action, including action pursuant to Article 92, UCMJ, and other administrative action as deemed necessary.

3.1.2. DOD and Contract civilian employees are subject to the same administrative actions as military, including, but not limited to actions listed in paragraph **3.3**.

3.2. Punishable Offenses:

3.2.1. Speeding, failing to yield right of way and similar moving violations will be ticketed. Violators are subject to suspension of flightline driving privileges for up to 30 days.

3.2.2. Unauthorized driving on grass areas associated with the flightline and/or failing to inspect and clear the tires of a vehicle after driving off the hard surface (producing a FOD hazard) is a violation. Violators are subject to suspension of flightline driving privileges for 30 days.

3.2.3. Jogging anywhere on the flightline, including the diamond taxilanes, is prohibited.

3.3. Airfield Management Actions:

3.3.1. Any individual apprehended for a movement area intrusion will be brought to Base Operations.

3.3.1.1. In the case of military members, Security Forces will have advised the military member of his/her rights under Article 31, UCMJ, and will provide an opportunity to draft a written statement explaining the intrusion.

3.3.1.1.1. Security Forces will provide a copy of the statement to Airfield Management.

3.3.1.2. Civilian employees and contractors will be given the opportunity to provide a written statement explaining the intrusion.

3.3.2. The driver will be released to their supervisor, first sergeant, or squadron commander for appropriate disciplinary action.

3.3.3. Airfield Management may suspend flightline-driving privileges, confiscate AF Form 483 or confiscate 51 FW Form 33 for violation of provisions of this instruction.

3.3.3.1. Violators are subject to suspension of flight line driving privileges for 30 days.

3.3.3.2. Retraining, testing, and certification will be required in addition to the completion of the term of suspension to regain flightline driving privileges.

3.3.3.2.1. Return of POV pass will be re-accomplished as outlined in paragraph **2.1**.

3.3.3.3. Suspensions imposed by Airfield Management will be briefed to the individual's Squadron Commander, and may be briefed to the 51 OG/CC or 51 FW/CC based upon severity of the infraction.

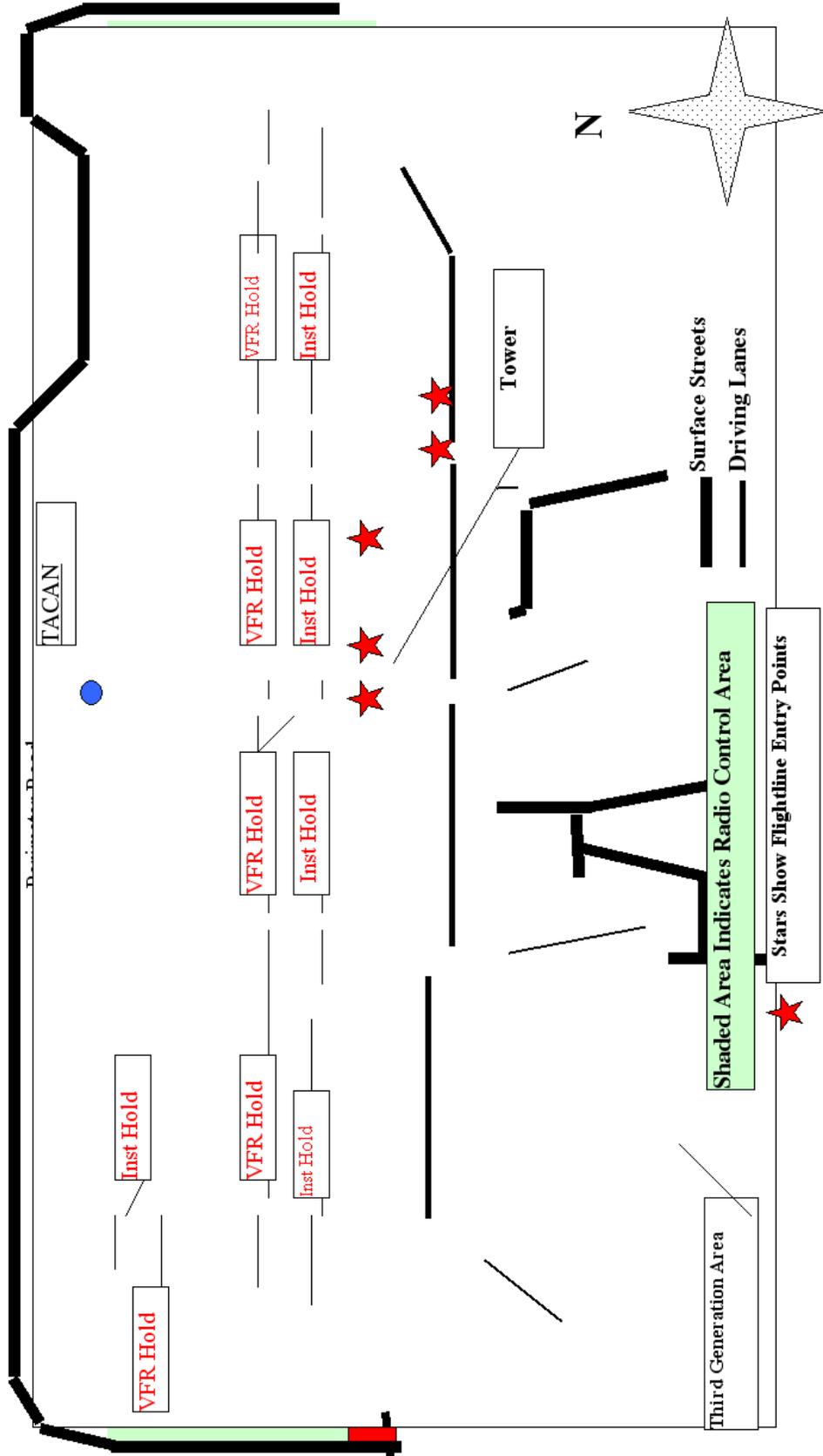
- | 4. **Forms Prescribed:** 51 FW Form 33, and 51 FW Form 214.

DAVID E. CLARY, Brigadier General, USAF
Commander

Attachment 1

OSAN AB RADIO CONTROLLED MOVEMENT AREA

Osan Air Base Airfield Diagram



Attachment 2

FLIGHTLINE PASS REQUEST

(DATE)

MEMORANDUM FOR 51 OSS/OSAM

FROM: Requesting Squadron CC

SUBJECT: Request for Flightline Pass

1. Request that the following individual(s) be issued a temporary flight line-parking pass:

a. Authorized Driver:

<u>NAME/RANK</u>	<u>ORG/OFF SYM</u>	<u>DUTY PH</u>	<u>DEROS</u>
DOE JOHN	51 OSS/OSAM	784-4388	Aug 99

b. Vehicle Identification:

<u>YEAR MAKE</u>	<u>MODEL</u>	<u>LICENSE</u>	<u>COLOR</u>
1990 FORD	MUSTANG	6-5434	BLUE
Permit Area:	(I)	(II)	(III)
Diamond Parking Area:	(A)	(B)	(C)

2. The individual(s) have read & understand responsibilities outlined in 51 FWI 10-103. They have completed flightline drivers' testing (to include a day and night familiarization), have a valid AF Form 2293, ROK Operator's Permit, and an AF Form 483 validated for Osan AB flightline.

3. If you have questions, contact me at extension 784-XXXX.

JANE A. DOE, Lt Col, USAF
Commander