

**BY ORDER OF THE
COMMANDER, HQ 62D AIRLIFT WING
(AMC) MCCORD AFB WA 98438-5000**

62D AW INSTRUCTION 13-4

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Space, Missile, Command and Control

**CONTROL OF VEHICULAR TRAFFIC IN
FLIGHT LINE AREAS**



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction establishes procedures for controlling vehicular traffic on the McChord AFB flight line. It prescribes the responsibilities and safety practices necessary to control vehicular traffic on the ramps, taxiways, and runway. Due to the lack of established vehicular traffic lanes in all areas, every means possible must be used to provide for safe operation. References: AFI 13-213, Airfield Management; AFI 13-203, Air Traffic Control Management; AFI 32-1042, Standard for Marking Airfields; AFI 21-304, Vehicle Traffic Supervision; AFOSH 91-100, Aircraft Flight Line-Ground Operations and Activities. This instruction applies to all agencies assigned or attached to 62d Airlift Wing and McChord AFB.

SUMMARY OF REVISIONS

Numerous administrative changes have been made to this document and must be reviewed completely. Paragraph **2.2.1**. requires the squadron commander to review individual's AF Form 110, Individual Incident Reference Record, and AF Form 1313, Driver Record, to determine an individual's qualifications before permitting him or her to operate vehicles or equipment on the flight line. Paragraph **2.2.5**. requires the unit commander to notify the unit VCO/VCNCO and Chief, Airfield Management, in writing when civilian authorities suspend/ revoke an individual's civilian driver's license. Paragraph **2.3.1**. requires the unit VCO/ VCNCO to use **Attachment 9** to conduct classroom training. Paragraph **2.3.3**. requires an individual to be able to distinguish between red, green, white, yellow, and blue before driving on the movement area. Paragraph **2.3.11**. adds minimum training requirements required for an individual who has had his or her flight line privilege revoked. Paragraph **2.4.8**. requires the Chief, Airfield Management, to review/inspect a different unit's training program each quarter. Paragraph **5.2.1**. through **5.2.1.5**. changes the method of documenting training on the AF Form 171. Paragraph **8.6**. requires vehicle operators to operate no closer than 50 feet to an aircraft being towed. Paragraph **9**. brings vehicle speed limits in line with AFOSH 91-100. Paragraph **11.2**. authorizes the Chief, Airfield Management, to allow tire chains on the flight line. **Attachment 9** added.

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1. General:

1.1. 62d Operations Support Squadron, Airfield Management (62 OSS/OSAA), is the office of primary responsibility (OPR) for the flight line driving program. The unit Vehicle Control Officer (VCO) or Vehicle Control NCO (VCNCO), after receiving initial training and certification from 62 OSS Airfield Management, will administer and manage the unit flight line driving program IAW guidelines established by 62 OSS Airfield Management.

1.2. Personnel will be properly trained and certified in accordance with this instruction prior to driving on McChord AFB flight line. This requirement applies to both military and civilian employees who are either assigned to or visiting the base, and to drivers of military, commercial, or privately-owned vehicles (POV).

1.3. Flight line driver training for personnel visiting the base in an official TDY capacity will be administered by an appropriate VCO/VCNCO in the functional area, or the unit hosting the visitors. Items listed in 62 AWVA 13-3 are the minimum that TDY personnel are required to be trained on. OPRs, designated points of contact, and project officers should work through the appropriate VCO/VCNCO. Airfield Management will provide information upon request.

1.4. Units with vehicles assigned will appoint a VCO/VCNCO, who accomplishes the full range of duties outlined in this directive. Occasionally, a unit has a valid requirement to drive on the flight line but may not have vehicles assigned.

In this situation, unit commanders may appoint a VCO/VCNCO to administer the unit flight line driver program. The appointee's duties are limited to those described in this instruction.

2. Responsibilities:

2.1. Group commanders are responsible to ensure the agencies under their control are authorized the minimum number of 62 AWVAs 13-1, McChord AFB Flight Line Driving Decal, and McChord AFB Forms 17, Special Use Decal, necessary to support the mission.

2.2. Unit commanders with assigned personnel who drive on the flight line will:

2.2.1. Review individuals' AF Form 110, Individual Incident Reference Record, and AF Form 1313, Driver Record, to determine their qualifications before permitting them to operate vehicles or equipment on the flight line.

2.2.2. Ensure a flight line driving program is administered in accordance with this and other referenced directives.

2.2.3. Ensure VCO/VCNCOs are carefully screened and have sufficient grade, experience, and judgment to discharge their duties.

2.2.4. Ensure the assigned unit VCO/VCNCO is made available to 62 OSS Airfield Management for initial flight line driver training certification if not certified prior to appointment. Notify Airfield Management when a VCO/VCNCO is assigned or replaced.

2.2.5. Upon suspension/revocation of a unit member's civilian driver's license by civil authorities, suspend/revoke the member's flight line driving authorization and notify the unit VCO/VCNCO and Chief, Airfield Management, in writing.

2.2.6. Suspend/revoke base driving privileges. With host wing commander authorization, flight line privileges may be reinstated to perform critical mission essential duties.

2.2.7. When an individual's AF Form 483, Certificate of Competency, has been revoked due to runway incursion or an accident on the flight line, review the incident and respond with corrective action within 10 duty days to 62 OSS Airfield Management.

2.2.8. Keep the number of personnel who drive on the flight line to the minimum necessary to accomplish the unit's mission. Determine flight line driver needs of official visitors and ensure appropriate training is administered as required.

2.3. Unit VCO/VCNCOs ensure prospective drivers have a valid need to drive on the flight line and are emotionally, mentally, and physically able to perform flight line driver duties. Unit VCO/VCNCOs also:

2.3.1. Provide classroom training in practical flight line driving procedures and rules. Control tower light gun signal recognition must be included in this training. Ensure the trainee is completely familiar with this and other referenced directives. Items in [Attachment 9](#) are the minimum items that are required to be trained on.

2.3.2. Ensure the trainee is qualified to drive the type of vehicle tasked to operate and possesses a valid state or government driver's license.

2.3.3. Ensure individuals selected to drive on the flight line are able to distinguish between red, green, white, yellow, and blue. If an individual is color blind, he or she may still operate a motor vehicle on the ramps, but will not operate in the Aircraft Movement Area. Unit VCO/VCNCO must complete and attach to the AF Form 171, Request for Driver's Training and Addition to U.S. Government Vehicle Drivers License, a "Vehicle Operator Color Blindness Waiver" (see [Attachment 1](#)). In AFSCs that allow no color blindness, the VCO/VCNCO will annotate in Section 1, block 19, of AF Form 171, "AFSC requires normal color vision" and initial.

2.3.4. Ensure trainees receive two practical flight line orientation/training rides, one daylight operation and one night operation. The practical flight line driving test can be given on the second orientation/training ride. Administer the flight line driver's written test. The passing grade for this test is 85 percent corrected to 100 percent. This is a two-part test. Part 1, consisting of multiple-choice questions, is developed by the Chief, Airfield Management, and distributed to the unit VCO/VCNCO. Part 2 is developed by the unit. It is intended to measure knowledge of flight line driving procedures peculiar to a specific unit and will consist of a minimum of 10 questions. The flight line driver's written test is a controlled document. VCO/VCNCOs are responsible for protecting the integrity of the test and safeguarding it against compromise.

2.3.5. Ensure AF Form 171, Request for Driver's Training and Addition to U.S. Government Vehicle Drivers License, and AF Form 483, Certificate of Competency, are properly filled out and completed.

2.3.6. Maintain currency of all publications, forms, and records associated with the unit's flight line driving program. Document training in accordance with paragraph [5](#). of this instruction.

2.3.7. Ensure annual training is performed to ensure all drivers authorized to operate vehicles on the flight line remain aware of current flight line driving rules. Units will develop annual training commensurate with their mission. Aircrew members will accomplish annual refresher training during their normal ground training cycle.

- 2.3.8. Ensure all 62 AWVAs 13-1, McChord AFB Flight Line Driving Decal, are returned to 62 OSS Airfield Management upon PCS, PCA, or separation/retirement of personnel in their unit.
- 2.3.9. Ensure all personnel permitted access to the air traffic control movement area are proficient in required radio procedures.
- 2.3.10. Train replacement VCO/VCNCOs at least 30 days prior to the replacement assuming unit VCO/VCNCO duties.
- 2.3.11. VCO/VCNCO have the authority to revoke flight line driving privileges from individuals in their unit. The VCO/VCNCO notifies the unit commander and Chief, Airfield Management, in writing after revoking an individual's flight line driving privilege. If an individual's flight line privilege has been revoked, the VCO/VCNCO will comply with paragraph 2.3. through paragraph 2.3.5. and paragraph 2.4.3. before flight line privileges will be restored.
- 2.4. 62 OSS Airfield Management will:
- 2.4.1. Develop a base flight line driver training program. Train and certify the unit's VCO/VCNCO on flight line driving procedures and flight line training program.
- 2.4.2. Develop and maintain current written flight line driver test that is administered and documented by unit VCO/VCNCOs.
- 2.4.3. Ensure AF Form 483, Certificate of Competency, is revoked from any individual involved in a runway incursion or accident on the flight line. Unit commanders will review all incidents and may allow individuals involved to be retrained at the unit level and receive a new AF Form 483.
- 2.4.4. Assist VCO/VCNCOs, when appropriate, in the administration of unit flight line driving programs.
- 2.4.5. As OPR for the base flight line driving program, publish a local directive that contains procedures for driver training and operation of vehicles on the flight line.
- 2.4.6. Train, certify, and issue flight line authorization to contractors working on the airfield, drivers of commercial delivery vehicles, and drivers of POVs assigned to the base who have an immediate and transitory need to drive on the flight line but who have not been granted flight line authorization. Ensure driver training is documented.
- 2.4.7. Stamp "FLIGHT LINE - McChord AFB" and assign control numbers to the AF Form 483, Certificate of Competency.
- 2.4.8. Review/inspect a different unit's flight line driver training program(s) each quarter.
- 2.5. 62d Medical Group will conduct physical, mental and visual testing for potential flight line drivers at the unit commander or VCO/VCNCO request.
- 2.6. Air Traffic Control Tower will report all aircraft movement area incursions to the Airfield Manager and submit an AF Form 457, USAF Hazard Report, on all runway incursions.
- 2.7. 62d Security Forces will enforce flight line traffic rules and instructions, issue citations to violators, and report violations to Airfield Management (62OSS/OSAA).

3. Flight Line Vehicle Operator Requirements:

3.1. Personnel will successfully complete the initial flight line drivers training requirements and testing conducted by their unit. Vehicle operators will have in their possession a valid state or government driver's license, an AF Form 483, Certificate of Competency, with "McCHORD FLIGHT LINE DRIVING" typed in the "Duties of" block (see paragraph 5.3.1.6).

3.2. Drivers of vehicles crossing the taxiway enroute to and from Base Operations/Command Post parking lot, and the parking lot at the Squadron Operations Facility are exempt from obtaining flight line authorization. Drivers operating immediately south of Building 1422 and north of the vehicle lanes in the marshaling area at the north end of "B" ramp will not be required to have a flight line driver's license (see Attachment 2).

3.3. Drivers from other Air Force installations will be allowed to drive government vehicles on the flight line (restricted areas only if unescorted entry has been granted) providing they: (1) possess a current AF Form 483 with "Flight Line Driving" in the "Duties of" block from their home base, (2) have a valid state driver's license, and (3) have received a McChord flight line familiarization briefing presented and documented by the sponsoring/host unit.

3.4. Convoys (two or more vehicles) will be led by a flight line certified escort who must possess a valid AF Form 483, Certificate of Competency. Movement of "track" vehicles will be under the direct supervision of Aerial Port personnel to minimize damage to pavement areas. Provide advance notice of track vehicle operations to the Airfield Manager. Track vehicles will have "rubber feet" installed.

3.5. Non-Air Force personnel at McChord AFB in a TDY status will be issued temporary flight line driving permits by 62 OSS Airfield Management. Before issuing this permit, members will be briefed on applicable flight line driving procedures by the 6 2OSS Airfield Manager.

4. Vehicles Authorized on the Flight Line:

4.1. Government vehicles required to routinely operate on the flight line in support of the unit's mission will have their flight line identification prominently displayed on the vehicle. The flight line identification signs on vehicles not otherwise marked (Security Police, Fire Department, and Ambulances) will be semi-permanently attached and will include a call sign or identification peculiar to each function, i.e., LIMA, MIKE, ALPHA, BARRIER, CE. Materials handling equipment (K-loaders, tugs, tractors) are exempt.

4.2. Privately-owned vehicles (POV) on official business will display a valid 62 AWVA 13-1 decal. The front display will be on the left side of the bumper or left bottom corner of the windshield. The rear display will be on the left side rear bumper or window. McChord AFB Form 17, Special Use Decal, or McChord AFB Form 18, Temporary Flight Line Driving Permit, will be displayed on the front, left-hand bottom corner of the windshield. All decals are issued by 62 OSS Airfield Management or Base Operations.

4.3. Commercial or contract vehicles on official business will display the company identification on the sides of the vehicle in at least 2-inch letters, comply with provisions of their contract and display a McChord AFB Form 17 or 18.

4.4. Bicycles (non-engine driven) may operate on the flight line to and from work only. They may operate at night provided they are properly equipped in accordance with AFOSH STD 91-100, Aircraft Flight Line – Ground Operations and Activities. POV decals are not applicable. Motorcycles or motorbikes will not operate on the flight line at any time. (Exception: GMV 4-wheeled all terrain vehicles (ATV) equipped with lights, forward and reverse drive, and a secondary brake system, are

allowed to operate on the flight line. Chocks must be used if ATV does not have a secondary brake system.

5. Flight Line Drivers Training Program Forms:

5.1. AF Form 2293, USAF Motor Vehicle Operator Identification Card, is required for individuals who operate vehicles in excess of 14,000 pounds gross vehicle weight (GVW) or for special purpose vehicles. Exceptions are made for "C" series

1/4-and 1/2-ton telephone maintenance utility trucks which are considered general purpose vehicles. The AF Form 2293 identification card does not authorize an individual to drive on the flight line.

5.2. AF Form 171, Request for Driver's Training and Addition to US Government Drivers License. The AF Form 171 is accomplished, processed, and controlled within the unit except for the color blindness stamp from the base clinic ([Attachment 3](#)).

5.2.1. SECTION I - TRAINEE INFORMATION: Block 1 through 15 must be completed; blocks 16, 17, and 18 are not used. The following information must be entered in block 19:

5.2.1.1. The individual received flight line orientation rides. Include the date the rides were administered and the name and grade of the person who conducted the orientation.

5.2.1.2. Does not have color vision impairment that would preclude driving on the flight line.

5.2.1.3. Has successfully passed the flight line driver's written test. Include score attained (85% and higher is a passing score).

5.2.1.4. Has completed appropriate unit flight line driver training, and is qualified to drive on the flight line.

5.2.1.5. The unit VCO/VCNCO must sign in block 19 that certifies the individual received the above training.

5.2.2. SECTION II - TRAINING CERTIFICATION: This block will be signed by the VCO/VCNCO or the trainer.

5.2.3. SECTION III - RECEIPT OF TRAINING STATEMENT: This block will be signed by the trainee.

5.2.4. SECTION IV - CERTIFICATION OF TRAINEE: This block is signed by the squadron commander or the unit VCO/VCNCO.

5.2.5. The AF Form 171 is the primary documentation source for flight line driving. Unit VCO/VCNCOs retain this document until the individual is no longer authorized to drive on the McChord AFB flight line or departs PCS, or separates/retires. Other methods of documentation determined adequate by the unit commander which include all training requirements of this instruction are permissible.

5.3. AF Form 483, Certificate of Competency: AF Form 483 is issued by unit VCO/VCNCO. The form authorizes an individual to drive on the flight line. All personnel who drive on the flight line must have a valid AF Form 483 in their possession. A valid state or government driver's license is a prerequisite for issue of AF Form 483.

5.3.1. Completion of AF Form 483, Certificate of Competency.

5.3.1.1. Certificate Number - Numbers are assigned by Airfield Management.

5.3.1.2. Name - Self explanatory.

5.3.1.3. Date - Date of issue.

5.3.1.4. Command - AMC

5.3.1.5. Installation - McChord AFB

5.3.1.6. Duties of - McChord Flight Line Driving

5.3.1.7. Typed Name, Title and Org/Signature - Leave blank to be filled out by 62 OSS Airfield Management.

5.3.2. The reverse side of AF Form 483 will be used to document annual refresher training by the unit VCO/VCNCO. When the reverse side is full, a blank AF Form 483 will be attached so that annual refresher training can be documented.

6. Flight Line Decals:

6.1. 62 AWVA 13-1, McChord AFB Flight Line Driving Decal.

6.1.1. Designated individuals assigned to specific positions are authorized to operate their POVs on the flight line by virtue of job requirements (see [Attachment 4](#)). Personnel will be limited to registering two POVs for flight line use. Authorization to operate a POV in a restricted area will correspond to the individual's authorization to enter these areas as annotated on their current AF Form 1199, USAF Restricted Area Badge.

6.1.2. Upon PCS, PCA, or separation/retirement, 62 AWVA 13-1 will be turned in to Airfield Management.

6.1.3. In the event an existing 62 AWVA 13-1 becomes illegible or damaged, the holder will report to 62 OSS Airfield Management for reissue. Remove old decal from the vehicle and return to 62 OSS Airfield Management.

6.1.4. 62 AWVA 13-1 color will be changed and the visual aid reissued at the discretion of the Airfield Manager.

6.2. McChord AFB Form 17, Special Use Decal.

6.2.1. Airfield Management will issue McChord AFB Form 17 to those agencies which require immediate access to the flight line to support the mission, but do not have a government vehicle readily available.

6.2.2. McChord AFB Form 17 will be kept in a plastic envelope along with the letter requesting the McChord AFB Form 17, and displayed in the lower left side of the windshield of the user's vehicle when required. All personnel using this authorization must meet the same training and testing requirements as stated in paragraph [3](#).

6.2.3. The office requesting the McChord AFB Form 17 will have their unit VCO/VCNCO submit a request with justification, in the proper format (see [Attachment 5](#)), through its squadron commander to its organizational group commander for approval. Wing agencies such as Public Affairs, Safety, etc., will submit their requests to the 62d Airlift Wing Vice Commander for approval. Approved letters (original and one copy) are forwarded to 62 OSS/OSAA for coordina-

tion and issue of the McChord AFB Form 17. McChord AFB Form 17 is valid until January 31 of each year. It is the original requesting agency's responsibility to ensure the letter is updated annually or when personnel change, whichever is earlier. Decal colors are changed and decals reissued as required.

6.2.4. The VCO/VCNCO is responsible for controlling the issue of the McChord AFB Form 17. Only the individuals listed on the request letter are authorized to use the decal.

6.3. McChord AFB Form 18, Temporary Flight Line Driving Permit.

6.3.1. Airfield Management or Base Operations will issue McChord AFB Form 18 as a temporary driving permit for POV and commercial vehicles, including leased, rental, and non-Air Force vehicles. Temporary permits are used for personnel having an infrequent requirement to drive on the airfield. McChord AFB Form 18 is issued for specific areas. The duration is normally two weeks or less.

6.3.2. Vehicle operators will have a current state driver's license.

6.3.3. The contracting officer or coordinator is responsible for briefing commercial contractor personnel on their responsibilities while operating motor vehicles on the flight line. They will then provide the contractor personnel with a letter, including sufficient justification to 62 OSS Airfield Management for issuance of a McChord AFB Form 18. Airfield Management or Base Operations personnel will brief contractors on specific flight line procedures.

6.3.4. The vehicle operator will read and indicate, by signing the reverse of McChord AFB Form 18, his or her understanding of this instruction. The permit will be returned to Base Operations upon expiration.

6.3.5. The permit will be displayed in the lower left side of the windshield.

7. Vehicle Operating Procedures on the Flight Line:

7.1. Vehicles will be in a safe and reliable mechanical condition.

7.2. Each vehicle operator will ensure that all equipment is properly stowed and secured before driving on the flight line. Truck tailgates will be closed, if possible.

7.3. Each vehicle operator will ensure that all passengers are seated with available seat belts fastened when the vehicle is in motion.

7.4. Vehicles will not be operated off paved surfaces except as required in mission performance such as barrier maintenance or construction. Vehicles reentering the hard surfaced flight line areas from any unpaved area will stop and have all tires visually inspected and cleaned of any foreign material. Increased emphasis for foreign objects must be taken when operating vehicles in aircraft movement areas.

7.5. Vehicle operators will give immediate right-of-way to approaching aircraft and emergency vehicles. Drivers will provide a minimum 25-foot clearance from the wing tip or side of any moving aircraft or from any emergency vehicle approaching from front, rear or either side.

7.6. Vehicle lights will be used from one half hour before sunset to one half hour after sunrise and during periods of reduced visibility. Vehicles in motion during these periods will use headlights, not parking lights. Reduced visibility is defined as those periods when visible haze or moisture is in the

air (i.e., smoke, rain, drizzle, fog, or snow). When parked on the flight line during such periods, emergency flasher lights will be used. Vehicles not equipped with emergency flashers will use parking lights. Refueling hose cart vehicles are exempt from this requirement when hooked up to the hose cart. If operating with headlights "ON" and facing an aircraft in motion, turn away or, if well clear, stop and dim to parking lights to preclude blinding the pilot. A rotating or flashing light may be used instead of emergency lights or parking lights.

7.7. Vehicle operators will use established vehicle traffic lanes (B, J, D, E ramps, and D ramp extension) or drive on the right side and in close proximity to existing main taxi lines. Vehicles traveling in established traffic lanes will have the right-of-way over vehicles entering these lanes. Vehicles leaving the traffic lanes or taxi lines will signal before making a turn to their destination.

7.8. Vehicles will enter and exit the flight line at established entry and exit points only.

8. Vehicle Operations in Close Proximity to Aircraft:

8.1. Vehicles are prohibited within 10 feet of an aircraft except those vehicles absolutely essential for accomplishing the mission, in which case their operations will be governed by applicable directives. The delivery of a few items that can be easily carried aboard, such as coffee, water jugs, or a few meals is not adequate cause for motor vehicle operations within 10 feet of any aircraft. At no time will a vehicle pass under the wing of an aircraft.

8.2. Do not operate vehicles within 50 feet of aircraft being refueled/defueled or in the process of Liquid Oxygen (LOX) servicing.

8.3. Vehicles will not be driven closer than 25 feet in front of or 200 feet to the rear of any aircraft with engines operating or being started. No vehicles will operate closer than 500 feet behind C-5/B747 aircraft with engines operating or being started.

8.4. Vehicles will not be driven between the wing tips of aircraft parked on adjacent spots.

8.5. Approach aircraft on the driver's side of the vehicle and park perpendicular to the fuselage, in front of or behind the aircraft, or parallel to the main taxi line when aircraft are parked on angled parking spots. This will eliminate the possibility of striking the aircraft if the vehicle inadvertently rolls backward or forward. Park so that the vehicle may depart without backing. Exception: Vehicles may approach the aircraft from the non-driver's side when delivering ground power units.

8.6. Vehicle operators will not approach within 50 feet of an aircraft being towed.

8.7. When leaving the vehicle unattended, turn off the ignition and leave the key in the ignition lock. Set the parking brake and place the gear shift in reverse or park. A weak battery is not justification for leaving the engine running on an unattended vehicle. Vehicle operators may leave the vehicle engine running and dismount to operate specialized equipment when authorized according to applicable instructions.

8.8. Vehicle drivers who have parked around an emergency aircraft will move their vehicles well clear of the area as soon as possible and before the arrival of emergency vehicles.

8.9. Vehicles passing in front of or behind an aircraft during engine run will observe the direction of the ground observer and stop and wait until instructed to proceed.

8.10. It is recommended that a map delineating the flight line ([Attachment 2](#)), and a copy of 62 AWVA 13-3, McChord Flight Line Driving Guide, be kept in each vehicle frequently used on the flight line. Contact Airfield Management for copies of 62 AWVA 13-3.

9. Airfield Speed Limitations:

- 9.1. Vehicle Parking Areas: 5 MPH
- 9.2. Aircraft Parking Ramp: 15 MPH
- 9.3. Within 25 feet of an aircraft: 5 MPH
- 9.4. Towing two or more maintenance stands: 5 MPH
- 9.5. Towing one maintenance: 10 MPH
- 9.6. Towing speed for AGE (compressors, ground power units, oxygen carts, etc.): 15 MPH
- 9.7. Aircraft Movement Area (see [Attachment 6](#)) : Prudent and safe speed with mission accomplishment
- 9.8. Special Purpose Vehicles (snow plows, snow brooms, sweepers etc.): In accordance with directives governing equipment operations
- 9.9. Emergency Response Vehicles (Red lights and sirens on): As necessary, but only when higher speeds do not endanger personnel or property

10. Operating on or Near the Runway or Parallel Taxiway (H taxiway):

10.1. McChord Tower controls all vehicles crossing or operating on or near the runway/parallel taxiway and shares responsibility for the safety of personnel in these areas. Drivers will obtain clearance from the tower by means of direct two-way radio communication before proceeding onto the aircraft movement area (see [Attachment 6](#)). All vehicles will stop 100 feet short of the runway, at the hold line (see [Attachment 7](#)), and contact the control tower for clearance to cross. During periods of low visibility, the control tower may instruct vehicles to hold at the instrument hold line (see [Attachment 7](#)). When so instructed, drivers will hold at the instrument hold line and wait for further instructions. Essential vehicles unable to comply with communication requirements will be escorted by a vehicle in continuous radio contact with the control tower. Vehicles will not enter the ILS Critical Areas (see [Attachment 8](#)) without tower approval.

10.2. Use the following terminology when communicating with the tower:

Approach end of RWY 16/34	Self explanatory.
Assault strip	Located between parallel taxiway and the runway
Departure end of RWY 16/34	Self explanatory
Hammerhead	Aircraft run-up area at each end of the runway
LZ	Landing Zone - Same as Assault strip
H taxiway or Parallel taxiway	The main taxiway that runs parallel to the runway
Runway Crossing/Access/Entry Approved	Self explanatory

10.3. The tower must receive a definite response after every runway crossing or exit as in, "Tower, (vehicle call sign) is off of the runway at (location)". Avoid using the word "**clear.**" Ensure tower acknowledges each call as there are numerous radio/FM conversations occurring simultaneously. Be attentive to location calls during reduced visibility.

10.4. Vehicles operating on the aircraft movement area shall have an operational rotating beacon, emergency flashing lights, or headlights, and taillights in use to aid control tower personnel in visual recognition.

10.5. Every vehicle operator on the runway or H (parallel) taxiway is personally responsible for checking for approaching aircraft and visually observing the control tower for directions. If a signal light is flashed, immediately comply with the signal. The following signals and their meaning are used:

Steady Red Light	STOP - Vehicle will not be moved
Flashing Red Light:	Clear active runway/ taxiway immediately
Flashing White Light:	Return to starting point immediately
Alternating Red and Green Light:	General Warning - Exercise extreme caution
Steady Green Light:	Clear to cross

11. Vehicle Traction Device Limitations:

11.1. Studded tires are not authorized on the flight line under any condition.

11.2. The use of tire chains will be authorized on the flight line when extreme snow or ice conditions prevail and only when approved by the Chief, Airfield Management or designated representative. Remove tire chains immediately when no longer required.

12. Safety Violations: Anyone observing a flight line safety violation will attempt to correct the situation. Report the offense to the offender's supervisor, Security Police, Wing Safety, or Base Operations. The offender will report to his or her unit VCO/VCNCO, commander, Safety NCO or Contracting Office coordinator, as applicable.

MARK D. STILL, Colonel, USAF
Commander, 62d Operations Group

Attachment 1

VEHICLE OPERATOR COLOR BLINDNESS WAIVER

DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 62D AIRLIFT WING (AMC)

Current Date

MEMORANDUM FOR 62 OSS/OSAA

FROM: (Unit/Office Symbol)

SUBJECT: Vehicle Operator Color Blindness Waiver

Request waiver on Ann John S. Doe, SSAN 123-45-6789, from the 62XXX/XX for color blindness requirement on flight line vehicle operations. Vehicle operator has been briefed that he/she will not at any time, cross or enter the active taxiways, runway or hammerheads. This will not affect normal performance of duties.

(VEHICLE OPERATOR)

(BRANCH/CO/IC)

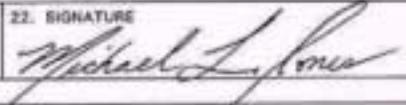
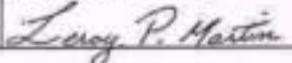
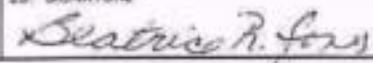
(UNIT CC OR VCO/VCNCO)

DATE: _____

ON THE FRONT AND BACK OF THE AF FORM 483 YOU MUST TYPE
"NOT AUTHORIZED ON AIRCRAFT MOVEMENT AREA"

Attachment 3

SAMPLE AF FORM 171

REQUEST FOR DRIVER'S TRAINING AND ADDITION TO U.S. GOVERNMENT DRIVERS LICENSE						
PRIVACY ACT STATEMENT						
<small>AUTHORITY: E.O. 3337</small> <small>PRINCIPAL PURPOSE: The principal purpose is to identify personnel applying for government driver's license or addition to an existing license.</small> <small>ROUTINE USE(S): This form is used to certify vehicle operator proficiency training, familiarization training for contingency licensing, and document necessary changes to AF Form 2293 and AF Form 2295.</small> <small>DISCLOSURE IS VOLUNTARY: Disclosure of your SSN is voluntary; however, failure to disclose it may delay processing of your application.</small>						
SECTION I - TRAINEE INFORMATION						
1. NAME (Last, First, Middle Initial)		2. RANK		3. SSN		
MARTIN, LEROY P.		Amn		123-45-6789		
4. UNIT		5. DUTY PHONE		6. DATE OF BIRTH		
62 OSS/XXXX		4-1234		12 May 76		
7. DAFSC	8. SEX	9. EYE COLOR	10. HAIR COLOR	11. HEIGHT	12. WEIGHT	
XXXX	M	Brown	Black	79"	190	
13. CIVILIAN LICENSE NO.		14. STATE OF ISSUE		15. RESTRICTIONS		
Enter		Enter		Enter		
16. SESSION I.		17. SESSION II.		18. SESSION III		
N/A		N/A		N/A		
19. VEHICLE(S) EQUIPMENT (Nomenclature and management code to be added. Vehicle types/categories identified by " * " are "SHOP USE ONLY") Flight line orientation rides administered on 12 Feb 96 and 15 Feb 96 by Lt Smith. No color vision impairment. Passed written test, score 92%, corrected to 100%. Successfully completed unit flight line driver training IAW 62 AWI 13-4. Qualified to drive on flight line. <div style="text-align: center;">  BEATRICE R. JONES, MSgt, USAF VCNCO, 62 OSS/XXXX </div>						
SECTION II - TRAINING CERTIFICATION						
<input checked="" type="checkbox"/> I CERTIFY THE ABOVE TRAINEE HAS BEEN FULLY TRAINED ON THE VEHICLE(S)/EQUIPMENT LISTED IN ITEM 19 USING AN APPROVED LESSON PLAN. <input type="checkbox"/> I CERTIFY THE ABOVE TRAINEE HAS BEEN PROVIDED FAMILIARIZATION TRAINING ON THE VEHICLE(S)/EQUIPMENT LISTED IN ITEM 19 FOR "CONTINGENCY USE ONLY" OPERATION.						
20. TYPEPRINT NAME OF TRAINER (Last, First, Middle Initial)		21. GRADE OF TRAINER		22. SIGNATURE		
JONES, MICHAEL L.		SSgt				
SECTION III - RECEIPT OF TRAINING STATEMENT						
I CERTIFY THAT I HAVE RECEIVED TRAINING AS INDICATED BY SECTION II AND NOW CONSIDER MYSELF TO BE QUALIFIED TO OPERATE THE VEHICLE(S)/EQUIPMENT IN ITEM 19 TO THE IDENTIFIED LEVEL OF COMPETENCE.						
23. TYPEPRINT NAME OF TRAINEE (Last, First, Middle Initial)		24. GRADE OF TRAINEE		25. SIGNATURE		
MARTIN, LEROY P.		Amn				
SECTION IV - CERTIFICATION OF TRAINEE						
I CERTIFY THAT THE ABOVE TRAINEE HAS BEEN TRAINED BY A QUALIFIED TRAINER FOR VEHICLE(S)/EQUIPMENT IN ITEM 19 FOR THE PURPOSE IDENTIFIED IN SECTION II.						
26. TYPEPRINT NAME OF SQUADRON CC/CO/VCNCO (Last, First, Middle Initial)		27. GRADE OF SQUADRON CC/CO/VCNCO		28. SIGNATURE		
JONES, BEATRICE R.		MSgt				

Attachment 4

**POSITIONS AUTHORIZED PERMANENT MCCHORD AFB FLIGHT LINE DRIVING
DECAL (FOR POVS)**

**POSITIONS AUTHORIZED PERMANENT 62 AWVA 13-1,
MCCHORD AFB FLIGHTLINE DRIVING DECAL (For POVs)**

62d Airlift Wing

Commander
Vice Commander
Senior Enlisted Advisor
Director Wing Staff
Chief of Protocol
Assistant Chief of Protocol
Chief of Safety

62d Operations Group

Commander
Deputy Commander
Superintendent

62d Operations Support Sq

Commander
Deputy Commander
Airfield Manager

4th Airlift Squadron

Commander
Operations Officer

7th Airlift Squadron

Commander
Operations Officer

8th Airlift Squadron

Commander
Operations Officer

62d Aerial Port Squadron

Commander
Operations Officer

62d Logistics Group

Commander
Deputy Commander

62d Aircraft Generation Sq

Commander
Maintenance Superintendent
Maintenance Supervisor

Red Sortie Generation Flight

Flight Commander
Flight Chief

Blue Sortie Generation Flight

Flight Commander
Flight Chief

Silver Sortie Generation Flight

Flight Commander
Flight Chief

Sortie Support Flight

Flight Commander
Flight Chief

62d Maintenance Squadron

Commander
Maintenance Supervisor

62d Supply Squadron

Commander

62d Medical Group

Commander

62d Support Group

Commander
Deputy Commander

62d Civil Engineering Sq

Commander

62d Security Forces Sq

Commander

446th Airlift Wing

Commander
Vice Commander

446th Operations Group

Commander
Deputy Commander

446th Logistics Group

Commander
Deputy Commander

446th Support Group

Commander

446th Aircraft Generation Sq

Commander
Maintenance Superintendent

446th Maintenance Squadron

Commander
Maintenance Superintendent

446th Aeromedical Evac Sq

Commander
Operations Officer

86th Aerial Port Squadron

Commander

97th Airlift Squadron

Commander
Operations Officer

313th Airlift Squadron

Commander
Operations Officer

728th Airlift Squadron

Commander
Operations Officer

**Det. 1, WA ANG
(WADS Fighter Sup Det)**

Commander

Western Air Defense Sector

Commander

Attachment 5

SAMPLE LETTER OF REQUEST FOR MCCHORD AFB FORM 17, SPECIAL USE DECAL

SAMPLE LETTER OF REQUEST FOR
MCCHORD AFB FORM 17, SPECIAL USE DECAL

(Date)

MEMORANDUM FOR 62 OSS/OSAA

FROM: (Unit/Office Symbol)

SUBJECT: Request for Special Use Decal

1. Request a Special Use Decal (SUD) be issued for use by the following individuals:

<u>NAME</u>	<u>RANK</u>
Doe, John D.	SSGT
Doe, Jane J.	MSGT
Doe, Donald D.	GS-11

2. The individuals listed above possess a current flight line drivers license and are familiar with Control of Vehicular Traffic in The Flight Line Areas.

3. The point of contact and person responsible for control of this Special Use Decal is MSgt John D. Doe, ext. 984-XXXX. (Unit VCO/VCNCO).

4. Justification: Remember part of justification is that this person or persons have limited access to a government vehicle, and that an immediate need to access the flight line is required in direct support of the mission.

*Signature block of
Unit VCO orVCNCO*

Approved/Disapproved

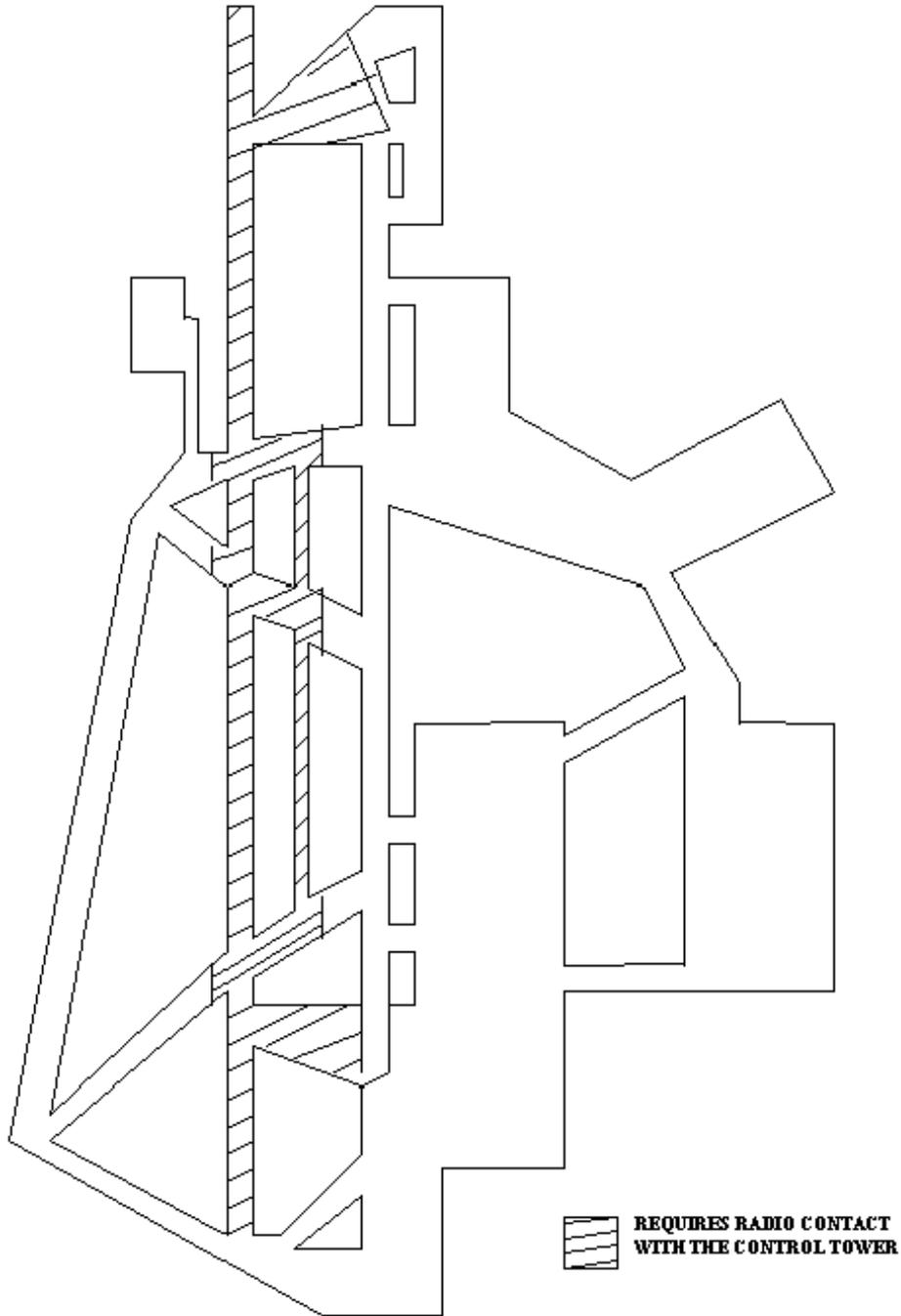
*Signature block of
Squadron Commander*

Approved/Disapproved

Attachment 6

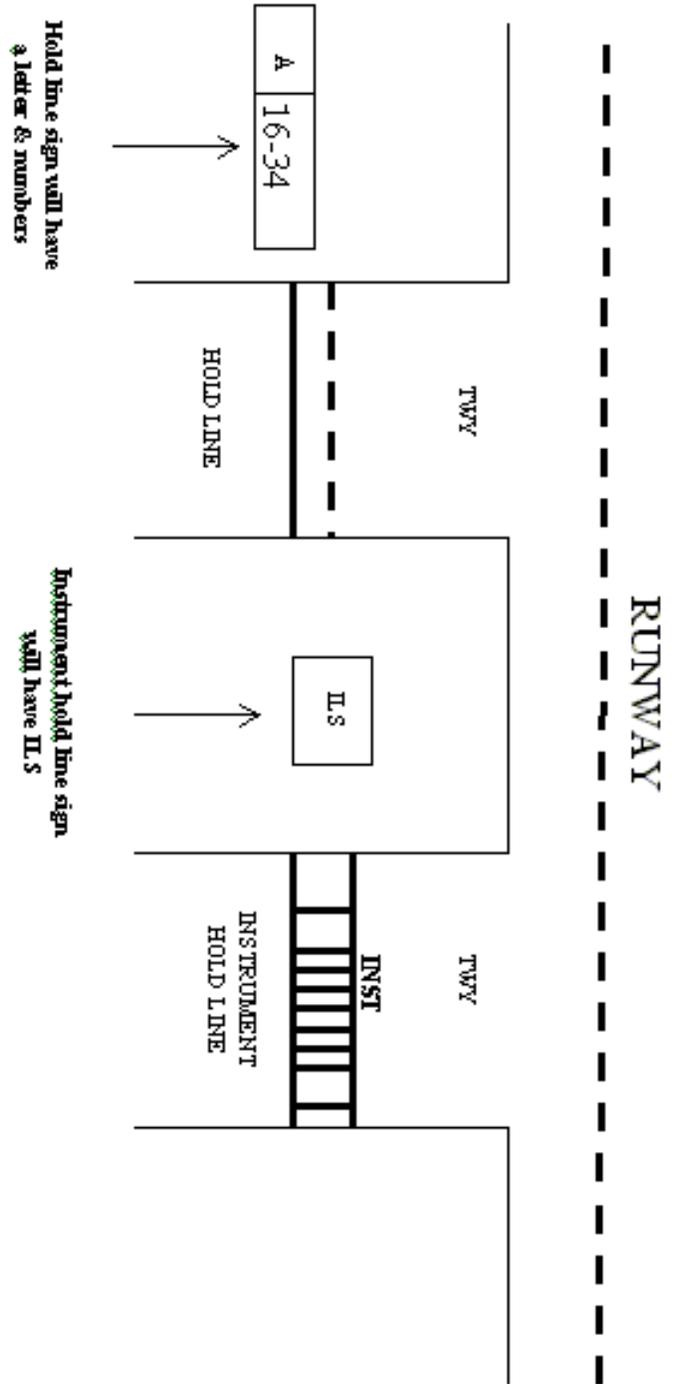
AIR TRAFFIC CONTROL MOVEMENT AREAS (MAP)

AIR TRAFFIC CONTROL MOVEMENT AREA MAP



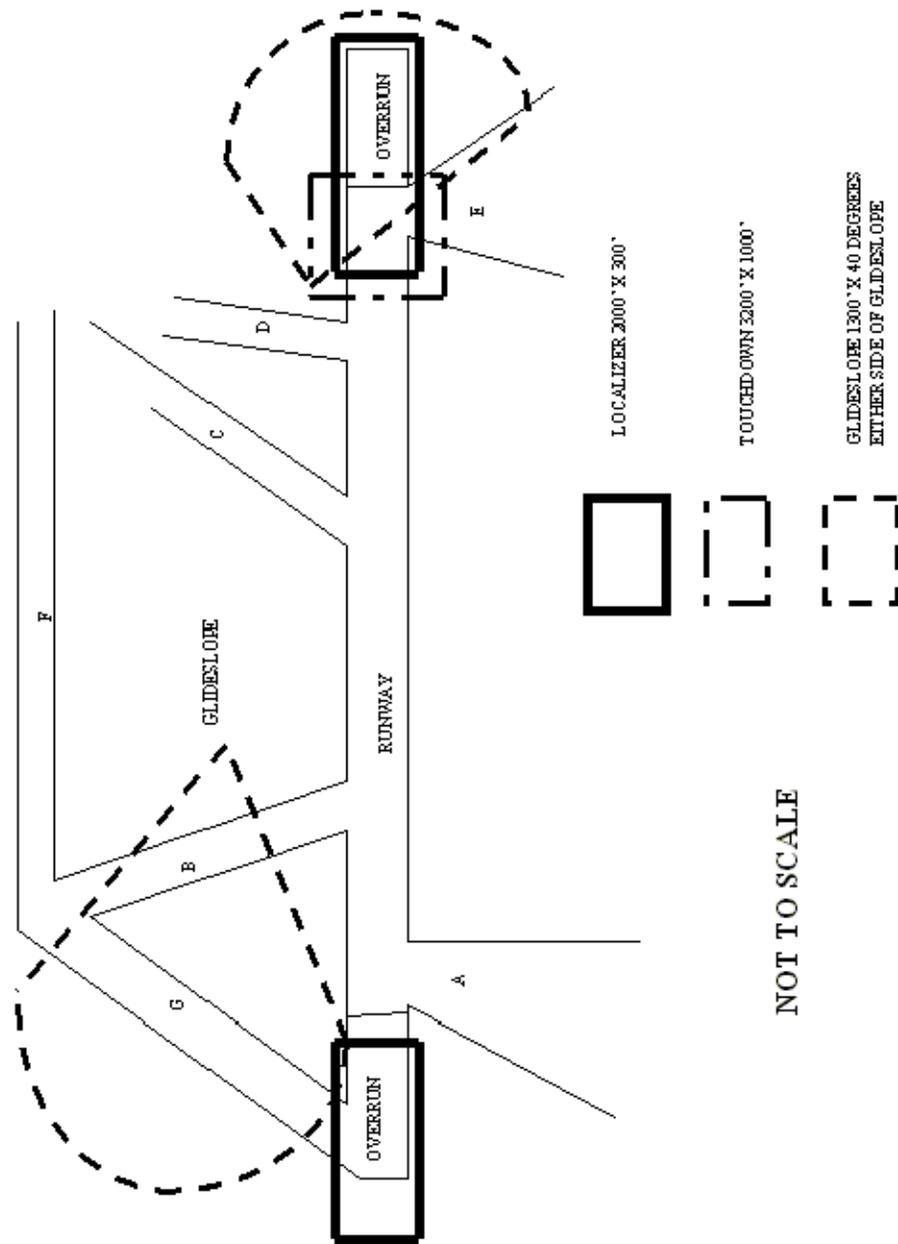
Attachment 7

HOLD LINE AND INSTRUMENT HOLD LINE EXAMPLE



Attachment 8

ILS CRITICAL AREAS
(AVAILABLE FROM AIRFIELD MANAGEMENT)



Attachment 9**FLIGHT LINE DRIVER'S FAMILIARIZATION GUIDE**

Purpose: This familiarization guide is to be used to train personnel to drive in the flight line areas. The use of this guide will ensure that all personnel required to drive in the flight line area receive standardization training. The following items are the minimum required items to be trained on. Organizations may add items to the guide, but may not delete any items (Ref AFI 13-213, Airfield Management).

1. Requirements Prior To An Individual Being Trained To Drive On The Flight Line.

- Unit commander reviews individuals' AF Form 110, Individual Incident Reference Record, and AF Form 1313, Driver Record, to determine individuals qualification (Ref 62 AWI 13-4 paragraph 2.2.1.).
- Prospective driver has a valid need to drive on the flight line (Ref 62 AWI 13-4, paragraph 2.3.).
- Individual possesses a valid state or government drivers license (Ref 62 AWI 13-4, paragraph 2.3.2.).
- Ensure individual is qualified to drive the type of vehicle tasked to operate (Ref 62 AWI 13-4, paragraph 2.3.2.).
- Ensure the individual does not have a color vision impairment which would preclude safe vehicle operations on the flight line (Ref 62 AWI 13-4, paragraph 2.3.3.).

2. Minimum Training Requirements:

- Vehicle safety procedures (Ref 62 AWI 13-4, paragraphs 7.1. through 7.3.).
- Vehicle operations on/off paved surfaces (Ref 62 AWI 13-4, paragraph 7.4.).
- Right of way on the flight line (Ref 62 AWI 13-4, paragraph 7.5.).
- Use of vehicle lights on the flight line (Ref 62 AWI 13-4, paragraph 7.6.).
- Use of vehicle lanes (Ref 62 AWI 13-4, paragraphs 7.7. and 7.8.).
- Vehicle operations in close proximity to aircraft (Ref 62 AWI 13-4, paragraphs 8.1. through 8.10.).
- Airfield speed limitations (Ref 62 AWI 13-4, paragraphs 9.1. through 9.8.).
- Air Traffic Control movement area radio procedures (Ref 62 AWI 13-4, paragraphs 10.2. through 10.3.).
- Operations on/near the runway or parallel taxiway (Ref 62 AWI 13-4, paragraphs 10.1. through 10.5.).
- Vehicle traction devices (Ref 62 AWI 13-4, paragraphs 11.1. through 11.2.).
- Safety violations (Ref 62 AWI 13-4, paragraph 12.).

3. Testing Requirements:

- Tower Light Gun Signals (Ref 62 AWI 13-4, paragraphs 2.3.1 and 10.5.).
- Orientation rides (Ref 62 AWI 13-4, paragraph 2.3.4.).
- Written test (Ref 62 AWI 13-4, paragraph 2.3.4.).

4. Flight Line Drivers Training Forms:

- AF Form 171, and AF Form 483 (Ref 62 AWI 13-4, paragraphs 5.2 through 5.3.2.).