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The OPR for this supplement is HQ AFSPC/XORA (TSgt Art Griffenkranz). This supplement implements and extends the guidance of Air Force Instruction (AFI) 13-213, *Airfield Management*. The AFI is published word-for-word without editorial review. Air Force Space Command (AFSPC) supplement material is indicated in bold face. This supplement describes AFSPC procedures for use in conjunction with the basic AFI. This supplement applies to all AFSPC subordinate units. It directs management of AFSPC airfield management functions, personnel and facilities. This supplemental publication does not apply to Air National Guard nor Air Force Reserve Command units. The reporting requirements of this publication are exempt from report control symbol (RCS) licensing in accordance with AFI 33-324, The Information Collections and Reports (ICR) Management Program; Controlling Internal, Public, and Inter-agency Air Force Information Collections. Upon receipt of this integrated supplement, discard the Air Force basic publication.

SUMMARY OF REVISIONS

This supplement has been substantially revised and must be completely reviewed. This revision adds Chief, Airfield Management (CAM) responsibilities for units without a Terminal Instrument Procedures (TERPS) Specialist; Requires CAMO to complete AFCESA CBT; Requires all personnel to complete the Flightline Driving CBT; Adds procedures for publishing airfield restrictions and closures. A bar (|) indicates a revision from the previous edition.

1.2. Send all waiver requests through appropriate wing/base channels to HQ AFSPC/XORA for coordination/approval. If waiver authority is delegated below the MAJCOM, an informational copy will be forwarded to HQ AFSPC/XORA.

2.1.1.1. Units will forward requirements, with proper justification, for the Military Airfield Managers course to HQ AFSPC/XORA in June of each year. Grade requirements may be waived to a 7-level SSgt if circumstances warrant. Submit waiver request to HQ AFSPC/XORA.

2.1.2.1. The CAM will forward a manpower report to HQ AFSPC/XORA the first duty day of each month or when significant changes occur. A template for this report will be provided by the MAJCOM.

2.1.2.4.1. (Added) At locations where HQ AFSPC/XORA provides unit TERPS services, ensures procedures are established to advise the AOF/CC of obstructions that may have an adverse affect on instrument procedures. The AOF/CC is responsible for advising the MAJCOM TERPS Specialist of possible hazards to air navigation.

2.1.2.24.1. As a minimum, the CAM will brief recent airfield management activities in support of the local BASH plan, any problems (base agency support/funding) encountered, BASH/animal responses, significant changes in wildlife activity on the airdrome and current FLIP entries regarding bird/animal cautions. BASH information will be published in the AP/1, IFR Supplement and Base Airfield Operating Instruction.

2.2.2.6. Forward a current copy of the flightline driving program to the HQ AFSPC/XORA.

2.2.2.7.1. Ensure RSC/RCR for ramps and taxiways is readily available to aircrews.

2.2.2.7.2. (Peterson AFB Only) The Airfield Manager establishes procedures to obtain RSC and/or RCR information on active runways and/or taxiways from city airport officials. Military airfield management personnel determine RSC/RCR data for the military parking ramp.

2.3.1. Must complete the AFCESA Airfield Criteria, Standards and Facilities Course CBT.

2.3.2.17.1. Units with FLIP requirements exceeding the allowances of NIMA Catalog of Maps, Charts, and Related Products, Section 4, must submit written justification to the Chief of Airfield Management (see AFI11-201, *Flight Information Publications* for non-DoD FLIP products). All FLIP sub-account requirements will be revalidated annually. Command options listed in the NIMA Catalog of Maps, Charts, and Related Products are delegated to the Chief of Airfield Management.

2.3.2.17.8. Ensure airfield restrictions are submitted to HQ AMC/DOAS for inclusion in the Airfield Suitability and Summary of Airfield Restrictions.

2.4.2.3. Units will forward requirements for all in-residence Airfield Management courses, with the exception of the 1C071 course, to HQ AFSPC/XORA in June of each year.

3.2.3. (Thule AB Only) VHF only pilot-to-dispatch radio is authorized.

3.2.9. Maintain OIs and QRCs in separate binders.

4.3.3.7. Vehicle operators must be certified to drive on the flightline and possess a valid AF Form 483, *Certificate of Competency*. POV owners are responsible for returning POV passes to airfield management upon reassignment, separation, disposing of vehicle or when no longer needed.

4.3.4.2. Coordinate with fleet management to attend VCO/VCNCO meetings and brief flightline driving problems, procedures and trends.

4.4.2.1. Ensures all personnel working/driving on the airfield receive an appropriate level of training prior to entering the airfield or escorted by flightline certified personnel.

4.4.2.2. The practical day and night driving training will emphasize visual acuity of hold-short markings, airfield signs, radio communication procedures and runway incursion/unauthorized entry prevention.

4.4.9. Annual training will include the ACC Flightline Driving CBT, Lesson 2, and a locally developed refresher training product (test/briefing).

5.1.1. (Added) The following airfields need not maintain a decelerometer: Patrick AFB, Vandenberg AFB, Cape Canaveral AFS, and Ascension AAF.

6.2.2.1.1. Installation commanders or a designated representative must notify HQ AFSPC/XORA of all PPR/OBO restrictions. Restrictions lasting 15 days or less may be approved by the installation commander with an information copy sent to HQ AFSPC/XORA. Restrictions exceeding 15 days require MAJCOM approval at least 7 days prior to implementation.

6.2.2.1.2. (Added) Installation commanders or a designated representative must notify HQAFSPC/XORA of all planned airfield closures. Planned closures exceeding 72 hours require MAJCOM approval at least 7 days before the proposed closure date. Planned closures lasting 72 hours or less may be approved by the installation commander with an information copy sent to HQ AFSPC/XORA. Unplanned closures due to aircraft accidents, incidents or other unforeseen events will be reported to the MAJCOM according to AFMAN10-206_AFSPCSUP1, *Operational Reporting*.

6.2.2.1.3. (Added) Installation commanders or a designated representative must transmit all approved PPR/OBO and closure restrictions exceeding 24 hours via DMS messages to the following organizations: HQ AFFSA/XAOP, HQ ACC/DORO, HQ PACAF/DOYA, HQ USAFE/DOYF, HQ AETC/DOYF, HQ AFRC/DOVA, HQ AFMC/DOBO, HQ AFSPC/XORA, HQ AMC/DOAP, HQ AFSOC/DOT, HQ ANG/C4A.

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