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**Space, Missile, Command and Control**

**AIRFIELD AND AIR TRAFFIC OPERATIONS**

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This instruction implements AFD 13-2, *Air Traffic Control, Airspace, Airfield, And Range Management* prescribing procedures for air traffic management, control and operation of aircraft, and operation of vehicles on the movement area at Dover AFB, Delaware. Deviation is authorized only in emergencies where adherence would jeopardize safe aircraft operations.

**SUMMARY OF REVISIONS**

**This document is substantially revised and must be completely reviewed.**

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## 1. General Information.

1.1. Airfield Operations and Air Traffic Control. The 436th Operations Group Commander (436 OG/CC) is ultimately responsible for airfield and air traffic control operations. The Airfield Operations Flight (436 OSS/OSA) executes the Airfield Management/Air Traffic Control missions.

1.1.1. Airfield Management (AM) includes Airfield Management Operations (AM Ops).

1.1.2. Air Traffic Control consists of:

1.1.2.1. Control Tower. Control Tower is the USAF military Control Tower located on Dover Air Force Base (AFB). All references to Tower's "Class D" in this instruction refer to the Dover AFB Control Tower. Tower's airspace consists of a 4.6 nautical mile (NM) radius centered on the airfield. Vertical airspace limits are surface to 2,500 Mean Sea Level (MSL). Tower is operated 24 hours a day, 7 days a week.

1.1.2.2. Dover Approach Control. Dover Approach Control is the USAF military radar approach control (RAPCON), located on Dover AFB, which provides approach control service to the base, Georgetown Airport, Delaware Airpark, and 9 additional civilian airfields. It is part of the National Airspace System. All references to RAPCON in this instruction refer to the Dover AFB RAPCON. RAPCON's airspace is approximately 2,200 square miles, centered on the airfield; vertical limits are 700' above ground level (AGL) to 7,000' MSL. Additionally, Class E extensions to 5.7 nautical miles incorporate approaches to runways 01, 19 and 32. RAPCON is operated 24 hours a day, 7 days a week.

1.2. Description and Use of the Aerodrome.

1.2.1. Dover AFB Airfield Diagram ([Attachment 2](#)). Dover AFB is a Joint-Use Airport with the Civil Air Terminal.

1.2.2. Runway 01 is the primary instrument runway. Runway 01 is also the calm wind runway, and will be in use when the wind speed is five knots or less.

1.2.3. Takeoffs and landings on taxiways by fixed wing aircraft are not authorized. Use of taxiways for takeoffs and landings (i.e., real-world emergency or contingency operations during runway closures, etc.) will be coordinated through 436 OSS/OSA and approved by 436 OG/CC.

1.2.4. As listed in the DoD En route Supplement, all Prior Permission Requested (PPR) shall be directed through Airfield Management Operations, 436 OSS/OSAA.

1.2.5. All requests for waivers to airspace/airfield criteria shall be forwarded through 436 OSS/OSA. Airfield waivers will then be forwarded to 436 CES/CECP for processing. Airspace waivers will be handled through MAJCOM, base authorities or local air traffic authorities, as required.

1.3. Aircraft Priorities. In addition to the air traffic control priorities established in FAAO 7110.65, *Air Traffic Control*, the following local priorities will be used as a guideline for arrivals and departures at Dover AFB:

1.3.1. Emergencies (Space Shuttle Recovery constitutes an emergency landing).

1.3.2. Civilian or military LIFEGUARD or MED/AIR EVAC (when priority is requested).

1.3.3. Civilian or military search and rescue.

1.3.4. Presidential or Treaty Verification Aircraft (when notified).

- 1.3.5. Flight check and/or Semi-Automatic Flight Inspection.
- 1.3.6. Distinguished Visitor (DV). Code 6 or above Arrival or Departure.
- 1.3.7. REACH Mission departures/arrivals (including contract aircraft) shall have priority over other aircraft. Mission departures nearing controlled departure time (CDT) will have priority over mission arrivals to avoid mission departure delays.
- 1.3.8. Other aircraft conducting Full Stop landings (Civilian or Military).
- 1.3.9. Airdrop Operations from Initial Point (IP) to Egress Point.
- 1.3.10. Tactical Arrival and Departure Operations.
- 1.3.11. Non-REACH Mission Departures (Civilian or Military).
- 1.3.12. Special Operations Missions (SOLL II/NVG AIRLAND) will have priority over local C-5 training missions.
- 1.3.13. Local C-5 training missions have priority over transient aircraft practice approaches.
- 1.3.14. Aircraft operating to the runway in use will have priority over opposite direction aircraft.
- 1.4. Distinguished Visitors. Airfield Management Operations will advise Tower and Command Post of any aircraft (arrival or departure) carrying distinguished visitors.
  - 1.4.1. When requested, RAPCON will advise Command Post when arriving aircraft carrying distinguished visitors are 30 flying miles from the base.
  - 1.4.2. Tower will advise Airfield Management Operations when an arriving aircraft carrying distinguished visitors is 10 flying miles from the base.
  - 1.4.3. Relay of information regarding aircraft carrying distinguished visitors by air traffic controllers is secondary to providing air traffic control services. Controllers will relay this information provided it does not interfere with primary air traffic control responsibilities.
- 1.5. Noise Abatement Procedures.
  - 1.5.1. RWY 14 should not normally be used for landing purposes, except by Category I & II aircraft and helicopters. RWY 14 may be used by all aircraft during closures of RWY 1/19 or when crosswinds, high winds, emergency, or runway conditions prevent aircraft from landing on other runways.
  - 1.5.2. ATC will not normally vector a jet aircraft or turboprop aircraft with more than two engines over the cities of Dover, Little Creek, Milford, Harrington, Pickering Beach, Kitts Hummock, Bowers Beach or other sensitive noise abatement areas below 3000 feet, unless safety of flight is a factor. ATC instructions take precedence over noise abatement procedures.
- 1.6. Quiet Hours Procedures. When directed by the Wing Commander, ATC will take steps to limit noise within the confines of the base proper.
  - 1.6.1. Four quiet hour plans are published to provide a spectrum of quiet hour options. The Wing Commander will tailor noise limitations based on the specific function, attempting to minimize the impact on operations. Typically, Quiet Hour Plan Zulu is used for flight line Human Remains Ceremonies.

**Table 1. Quiet Hours Matrix.**

<b>Options</b>	<b>Airfield Status</b>	<b>APUs and Power Carts</b>	<b>Practice Approaches</b>	<b>Engine Runs</b>	<b>Taxi Operations</b>	<b>Full Stop Landings</b>	<b>Mission Departures</b>
Whiskey	Official Business	Yes	No	Idle Only	Yes	Yes <sup>1</sup>	Yes
X-ray	Official Business	Only North of Spot T	No	Idle North of Spot T	No <sup>3</sup>	Yes <sup>1</sup>	No
Yankee	Official Business	No	No	No	No <sup>3</sup>	Yes <sup>1</sup>	No
Zulu	Closed	No	No	No	No <sup>4</sup>	No <sup>2</sup>	No

**NOTES:**

1. When the airfield is Official Business Only, a PPR number is required for all arriving aircraft during the proposed quiet hour period.
2. Emergency landings only
3. Aircraft that must land during this quiet hour option will taxi as required to clear the runway. Fuel permitting, the aircraft will hold position, engines running, until the quiet hour period is over.
4. Aircraft that must land during this quiet hour option will taxi as required to clear the runway. The aircraft will shut down engines when clear of the runway.

## 1.6.2. Quiet Hour Responsibilities:

1.6.2.1. Agency requesting quiet hours shall: Secure Wing Commander approval. The requesting agency should research impact on local flying training, mission departures/arrivals, and transient arrivals/ departures prior to submitting a quiet hour request. Requests should be coordinated through the 436 MSG/CC, 436 MXG/CC and 436 OG/CC. Once approved by the Wing Commander, the requesting agency shall forward applicable paperwork to Command Post. See [Attachment 17](#) for a sample Quiet Hour Request Letter.

1.6.2.2. Command Post shall: When notified of quiet hour approval by the Wing Commander, send out an "EagleGram" to inform base organizations impacted by the quiet hours at least one duty day prior to the event.

1.6.2.3. Airfield Management Operations shall publish the appropriate quiet hour NOTAMs.

1.6.2.4. Additionally, local training flights will terminate at 2200L but are extended until 2300L during BASH Phase II. Flights that extend beyond those times require 436 OG/CC or 512 OG/CC approval. AR and off-station training missions are exempt. Note: ATC will only approve one approach to a full stop without prior coordination from Command Post, after these hours.

1.7. Practice Approaches by Civil Aircraft. Civil aircraft are permitted to use Dover AFB's Air Traffic Control and Landing Systems (ATCALs) to conduct practice approaches. 436 OG/CC delegates approval authority to Dover Tower and RAPCON for civilian practice approaches and must ensure the base mission is not adversely affected. Civil aircraft without a DE# for Kent County Aeropark are restricted to low approaches. The 436 OG/CC may rescind this policy at any time based on the current Force Protection Condition (FPCON) at Dover AFB.

1.8. Flight Plan Data. Airfield Management Operations shall forward the following information to Tower on proposed departures and scheduled arrivals.

1.8.1. Type of flight plan.

1.8.2. Call sign.

1.8.3. Type aircraft.

1.8.4. Proposed departure and/or estimated arrival time.

1.8.5. Destination airport (departures only).

1.8.6. Estimated time en route (round robin and IFR local flight plans only).

1.8.7. Special information or instructions relating to hazardous cargo, VIP, medical evacuation flights.

1.8.8. Prior Permission Requests (PPRs) procedures will be handled IAW the DoD En route Supplement.

1.9. Notice to Airmen (NOTAMs).

1.9.1. Airfield Management Operations is the central NOTAM agency for Dover AFB. The RAPCON is the NOTAM Monitoring Facility.

1.9.2. RAPCON shall immediately report all interruptions and malfunctions, with an estimated duration of outage of ATCALs to Airfield Management Operations.

1.9.3. Airfield Management Operations will notify RAPCON and Tower of all NOTAMs dispatched.

1.10. Airfield Operations Board (AOB).

1.10.1. The 436 OG/CC shall establish and chair the base AOB IAW AFI 13-204, *Functional Management of Airfield Operations*. The AOB will meet quarterly. Board members are listed in **Table 1.**; other base agencies/organizations will be invited when issues to be discussed pertain to their area of responsibility.

**Table 2. Airfield Operations Board Membership (shall include but are not limited to the following).**

436th Operations Group Commander (Chairperson)	436 OG/CC
512th Operations Group Commander	512 OG/CC
436th Mission Support Group Commander	436 MSG/CC
436th Airlift Wing Chief of Safety	436 AW/SE
512th Airlift Wing Chief of Safety	512 AW/SE
436th Operations Group Chief, Special Capabilities	436 OG/OGS
436th Operations Group Chief of Aircrew Stan/Eval	436 OG/OGV
512th Operations Group Chief of Aircrew Stan/Eval	512 OG/OGV
3d Airlift Squadron Commander	3 AS/DO
9th Airlift Squadron Commander	9 AS/DO
326th Airlift Squadron Commander	326 AS/DO
709th Airlift Squadron Commander	709 AS/DO
436th Civil Engineering Squadron Commander	436 CES/CEOD
436 <sup>th</sup> Civil Engineering Squadron Engineer Flight (Airfield Projects POC)	436 CES/CECP
436th Civil Engineering Squadron Community Planner	436 CES/CECP
436th Communications Squadron Commander	436 CS/CC
436th Communications Squadron Mission Systems Flight Commander	436 CS/SCM
436th Communications Squadron Planning and Implementation Flight Commander	436 CS/SCX
436th Operations Support Squadron Commander	436 OSS/CC
436th Operations Support Squadron Airfield Operations Flight Commander (the AOB POC)	436 OSS/OSA
436th Operations Support Squadron Chief of Airfield Management (CAM)	436 OSS/OSAA
436th Operations Support Squadron Radar Approach Control (RAPCON) Chief Controller	436 OSS/OSAR
436th Operations Support Squadron Control Tower Chief Controller	436 OSS/OSAT
436th Operations Support Squadron Weather Flight Commander	436 OSS/OSW
436th Operations Support Squadron Aircrew Training	436 OSS/OST
436th Maintenance Operations Squadron	436 MOS/MX
Dover Air Force Base Flight Training Center Manager	436 SVS/SVRA
Civil Air Terminal Representative	
Federal Aviation Administration Air Traffic Representative (ATREP)	

1.10.2. Mandatory items will be discussed at every AOB IAW AFI 13-204 and the AMC Supplement. Additional items listed below are required to be briefed semi-annual or annually.

- 1.10.3. The first quarter (FY) AOB review items:
  - 1.10.3.1. Airspace Review: terminal, en-route and special use.
  - 1.10.3.2. TERPS (Terminal Instrument Procedures) review.
  - 1.10.3.3. Airfield Waiver Package.
- 1.10.4. The second quarter (FY) AOB review items:
  - 1.10.4.1. ATC/Flying procedures: new, revised, rescinded and seldom used.
  - 1.10.4.2. Mid-Air Collision Avoidance (MACA) program (semi-annual).
- 1.10.5. The third quarter (FY) AOB review items:
  - 1.10.5.1. Aircraft parking plan.
  - 1.10.5.2. Engine run procedures.
  - 1.10.5.3. Preventative Maintenance Schedule.
- 1.10.6. The fourth quarter (FY) AOB review items:
  - 1.10.6.1. MACA (Mid-Air Collision Avoidance) program.
  - 1.10.6.2. Letters of Procedure.
  - 1.10.6.3. Engine run procedures review
- 1.11. Exercise Coordination Procedures.
  - 1.11.1. All base exercises that involve the use of the airfield or affect ATC operations shall be coordinated through the Airfield Operations Flight Commander (436 OSS/OSA) NLT 48 hours before the exercise.
  - 1.11.2. All exercise messages shall be preceded by the statement, "Exercise, Exercise, Exercise."
  - 1.11.3. Tower will coordinate taxi, takeoff, and landing operations with Command Post during exercises which impact/coincide with flying operations. This coordination may be accomplished during pre-exercise meetings.
  - 1.11.4. Tower and RAPCON watch supervisors have the authority to determine the extent of participation of their facility once an exercise begins. Watch supervisors may terminate their participation if safety of flight will be jeopardized. In this situation, the watch supervisor will immediately notify Command Post and the appropriate air traffic control staff personnel.
- 1.12. Custodial Control of ATC Tape Recordings. The Airfield Operations Flight Commander has custodial control of all audio recordings of ATC frequencies and landlines. Contact the 436 OSS/OSA for access to recorded media and tape transcripts.

**Table 3. Local Frequencies.**

Ground Control	121.9	225.4
Local Control (Tower)	126.35	327.5
ATIS	135.05	273.5
Clearance Delivery	125.55	289.4
Approach Control	132.425	339.1
Departure Control	132.425	323.0
Arrival	125.9	359.3
Command Post	134.1	349.4
Pilot to Dispatch (Base Ops)		372.2
Pilot to Metro (Weather)		342.0

1.13. Air Evac Arrivals. When requested by Command Post, ATC will provide arrival information on Air Evac aircraft. Relay of this information by air traffic controllers is secondary to providing air traffic control services. Controllers will relay this information as long as it does not interfere with primary air traffic control responsibilities.

1.14. Flight Information Publication (FLIP). All requests for changes to FLIP's accounts shall be made through 436 OSS/OSAA. AM Ops will follow FLIP procedures IAW their operating instructions.

1.15. Recommendations for Change.

1.15.1. Recommendations for improving this instruction are encouraged and should be forwarded to the Dover AFB AOB through the 436 OSS/OSA, or other board members.

1.15.2. This instruction will be reviewed annually (prior to the fourth quarter AOB) by 436 OSS/OSA, to determine the currency and correctness of the instruction, and if revisions warrant rewrite.

1.15.3. When necessary, provisional changes may be made by the 436 OSS/OSA.

## **2. Airfield Procedures.**

2.1. Runway Selection Procedures. The Tower Watch Supervisor will use the criteria in [Table 4.](#) to select the active runway:

**Table 4. Runway Selection Procedures.**

WIND DIRECTION	WIND SPEED	DRY/WET RWY
Any direction	4 or less	1
280 clockwise to 100	5 through 24	1 (See Note 1/wet rwy)
101 clockwise to 279	5 through 24	19
Any direction	25 or more	Rwy most aligned w/wind

Use the highest sustained wind or maximum wind gust when determining runway use.

NOTE 1: WIND DIRECTION WET RWY	WIND SPEED	
280 clockwise to 340	15 through 24	32

2.1.1. When winds are greater than 6 knots and variable at 60 degrees or greater, Tower will issue wind information IAW AFI 13-203, *Air Traffic Control*.

2.1.2. IAW AFI 13-203 paragraph 4.5.4, Tower shall set wind sensor to approach end of runway unless operational advantage will result from other setting. Tower shall advise pilots when winds are from other than the approach end of the runway. Additional advisories will be placed on the Automatic Terminal Information Service (ATIS) when the operation of alternate wind sensors will continue more than 1-hour.

2.1.3. Tower Watch Supervisor may modify the selection of the runway for aircraft training requirements, ATCALs status, or bird conditions.

2.1.4. Tower shall coordinate runway changes with RAPCON prior to changing the runway in use.

2.1.5. Tower shall notify AM Ops and RAPCON when the runway change has been completed.

2.1.6. AM Ops will notify Base Weather and Command Post of a runway change.

2.1.7. When the wind indicators in Tower are inoperative, Tower shall request a wind observation from the Weather Observer before selecting the active runway.

## 2.2. Airfield Conditions.

2.2.1. Airfield Management is responsible for forwarding all pertinent airfield condition information, which could constitute a hazard to aircraft safety. AM Ops will contact Tower, RAPCON, Command Post, OSS Leadership and the Base Weather Station as required by local checklists.

2.2.2. Airfield Management is responsible for accomplishing airfield inspections IAW AFI 13-213, *Airfield Management*. Airfield inspections are accomplished for obstructions review and evaluation of potentially dangerous conditions that may be hazardous to aircraft operations. Conditions checked will include construction areas, surface pavement conditions to include the runway surface condition (RSCs) and runway condition readings (RCRs), all airfield lights to include obstruction lights, grass heights and snow removal operations. Airfield Management will relay all pertinent information and any changes to Tower, RAPCON, Command Post, OSS Leadership and the Base Weather Station.

2.2.3. Tower shall notify all aircraft of airfield conditions prior to the start of taxiing or the issuance of landing clearance, with the exception of aircraft switching from RAPCON. Tower will notify RAPCON and AM Ops of any airfield conditions or discrepancies not previously reported.

2.2.4. AM Ops will relay RSC information to Tower, and Base Weather for transmission on the Local Weather Network System (LWNS).

2.2.5. RAPCON shall notify all aircraft of any hazardous airfield conditions on initial contact or prior to relaying approach clearance.

2.2.6. An Airfield ORM program is managed by the 436 OSS/DO. This program integrates information provided by 436 OSS/OSW, 436 OSS/OSAT, 436 OSS/OSAA and 436 CES/CEF into one matrix to determine an overall airfield ORM assessment. The assessment will provide accurate and timely ORM for all aspects of Dover Air Force Base Airfield Operations to the correct level of leadership to mitigate risks. Dover's ORM matrix is compiled every 8 hours or more often if conditions warrant. The ORM matrix is located on the Dover AFB homepage and the overall assessment is broadcast to aircrews on ATIS. See [Attachment 19](#) to review the matrix factors. For current ORM assessments, refer to the Dover Homepage.

### 2.3. Bird Aircraft Strike Hazard Program.

2.3.1. The Dover AFB bird condition status will be reported IAW DAFBI 91-212, *Dover AFB Bird Aircraft Strike Hazard (BASH) Program*.

2.3.2. RAPCON or tower supervisors can raise the BWC based on wildlife activity. Tower or RAPCON will advise AM Ops of any increase or decrease in bird activity on the airfield. AM Ops will in turn notify Command Post and coordinate with the Bird Management Contractor for assistance in wildlife dispersal. Tower will relay changes to the bird condition to RAPCON and include general information in the ATIS. RAPCON will relay the bird condition to all inbound aircraft.

### 2.4. Airfield Construction and Inspection.

2.4.1. All airfield construction shall be coordinated from project beginning to completion with 436 OSS/OSAA (Airfield Management) and 436 AW/SE.

2.4.2. Airfield Management requires at least 10 days notice prior to start of any airfield construction for processing of NOTAMs, ATC procedures review and coordination of airfield limitations and closures. Temporary airfield construction waivers must be processed 45 days before construction.

2.4.3. The Airfield Manager will conduct quarterly airfield inspections. 436 OSS/OSA, 436 AW/SE, 436 CES/CEO/CEC and 436 SFS will participate as required.

2.4.4. The 436 CES/CECP will coordinate with the 436 OSS/OSA/OSAP (TERPS), 436 SFS/SFO, 436 CS/SCM and 436 AW/SEF to conduct an annual airfield waiver inspection IAW AFI 13-213, *Airfield Management*, Unified Facilities Criteria 3-260-01 and their MAJCOM Supplements. 436 AW/SE, 436 OSS/OSA/OSAA/OSAP and 436 CES/CEO/CEC will review all airfield and airspace waivers and 436 CES, through 436 AW/CC will forward results to HQ AMC/CE in January.

### 2.5. Aircraft Engine Run Procedures.

2.5.1. Command Post shall notify the Control Tower of all authorized engine runs.

2.5.2. The Control Tower ground controller shall advise C-5 maintenance personnel to maintain idle power when an aircraft is taxiing on the displaced threshold of RWY 14 or when an aircraft will operate behind or in front of the engine run. This advisory shall be issued when:

2.5.2.1. An aircraft commences taxiing for departure or parking from the main ramp.

2.5.2.2. An aircraft is ready for departure from RWY 14 (12,900 feet) or intersection departure from RWY 14 at Taxiway Charlie (8650 feet).

2.5.2.3. An aircraft is ready for takeoff from RWY 32.

2.5.2.4. A landing aircraft reaches 5 mile final on RWY 14 or RWY 32.

2.5.2.5. If aircraft enters the RWY 14 VFR pattern or commences circling approach to RWY 14 in accordance with Noise Abatement Procedures (Section 1.5.).

2.5.2.6. For parking spots E through R, an aircraft enters the RWY 32 VFR pattern, an aircraft reaches 5 mile final on a radar or instrument approach to RWY 32 or commences a circling approach to RWY 32. There are no restrictions for S through CC parking spots when RWY 32 is being utilized for transition work.

2.5.2.7. For parking spots A and B, an aircraft enters the VFR pattern, an aircraft reaches 5 mile final on a radar or instrument approach or commences a circling approach to RWY 01 or RWY 19.

2.5.3. The Control Tower shall issue an advisory to all vehicles and aircraft that may drive or taxi behind aircraft conducting engine runs.

2.5.4. The Control Tower shall immediately notify Command Post of lost communications with heavy aircraft conducting engine runs.

2.5.5. Due to excessive noise in the Control Tower, engine runs will not be conducted on A, B, C, and D parking spots without prior approval from the Control Tower.

2.6. Aircraft Towing Procedures. Aircraft tows will comply with DAFBI 13-202 and the following procedures:

2.6.1. The ground controller will require any vehicle towing an aircraft across a runway to inform the Control Tower when the crossing is complete. The crossing is considered complete when:

2.6.1.1. The tow vehicle and entire aircraft in tow are past the hold line on the side of the runway to which they have crossed.

2.6.1.2. From Delta Taxiway, the ground controller will advise the tow vehicle to proceed across both runways. At no time will the tow vehicle be permitted to hold short of a runway while on Delta Taxiway in-between the runways. On Delta Taxiway, crossing is considered complete when the tow vehicle and the entire aircraft in tow are across the hold line: going to Hazardous Cargo – crossing past the hold line across RWY 01/19 on Delta Taxiway. Coming from Hazardous Cargo to Main Ramp – passing across the RWY 32 hold line on either Bravo or Delta Taxiways.

2.6.2. Only restricted low approaches will be permitted to either runway until the tow vehicle and entire aircraft in tow are past the hold lines.

2.7. Cooperative Weather Watch Procedures.

2.7.1. ATC will:

2.7.1.1. RAPCON does not have a certified weather display however, upon request, RAPCON will provide bearing and distance of areas and lines of potential thunderstorms/rain shower activity within 60 NM of Dover AFB.

2.7.1.2. Tower personnel will report prevailing visibility to Base Weather (436 OSS/OSW) IAW FAAO 7110.65, AFMAN 15-111 Volume 1, *Surface Weather Observations*, DAFBI 15-101, *Weather Support*, and Control Tower OIs.

2.7.1.3. Notify Base Weather of outages to the LWNS (so the back-up procedure can be initiated), RVR, wind indicators, and ASR (GPN-20).

2.7.1.4. Relay pilot reports (PIREPS) and controller observed weather elements.

2.7.2. Tower controllers certified as limited weather observers will train Tower trainees using training series AT-G-60. Trainees will report to the base weather station for certification upon completion of AT-G-60.

2.7.3. Tower and the base weather station will update their visibility charts when new reference points are erected and determined by weather to be a suitable reference marker.

2.7.4. The LWNS will serve as the primary source for weather dissemination and coordination procedures.

2.8. Sweeper Operations on the Airfield.

2.8.1. Sweepers will operate on the runways and ramp to minimize the occurrence of Foreign Object Damage (FOD).

2.8.2. Airfield Management personnel will brief the sweeper operator each morning and direct sweeping in specified areas as determined by the latest airfield inspection.

**Table 5. Civil Engineering Airfield Sweep Schedule.**

	AM	PM
Monday	Runup and overrun 01 Taxiway E and F, Christmas Tree	South ramp, Decon pad, overrun 32
Tuesday	Taxiway B, C, D, Hot Cargo	Taxiway C revetments, Compass Rose, Runup and Overrun 19
Wednesday	Transient Ramp A through D Taxiway A, Taxiway G	Main ramp E through J
Thursday	Main Ramp K through P	Main Ramp Q through W
Friday	North Ramp X through CC North Ramp apron	Flight line access road, maintenance aprons

2.8.3. Airfield Management will reroute the sweeper as necessary to work any areas that require priority sweeping. When the sweeper is required, Airfield Management will contact the sweeper through the CE service desk (Fire Department after duty hours).

2.9. Mowing Operations. Mowing operations are contracted at Dover. Before the beginning of each mowing season, the contractors are required to receive flight line driver refresher training. A mowing plan is established per the base contract.

2.10. Airfield Snow Removal Operations. All operations will be IAW 436 AW OPLAN 008-XX, *Snow and Ice Control* (XX indicates year of update).

### **3. Control of Ground Traffic on the Airport.**

3.1. Controlled Movement Area. The CMA consists of all runways and taxiways except Taxiways Alpha and Foxtrot, Taxiway Charlie between the Runway 14 hold line to Taxiway Bravo and Taxiway Echo between the hold lines of Runways 01 and 32. All aircraft, vehicles and personnel must establish and maintain two-way radio communications with the Tower and obtain Tower approval prior to entry into the CMA. Operators can contact Tower via the Ramp, CES or NEXTEL nets. Only vehicles in direct support of mission essential activities are authorized to operate within the CMA.

3.1.1. Loading ramps, parking areas and taxiway Alpha are also not part of the CMA. Radio contact with the Tower and Tower approval are not required in these areas.

3.1.2. Personnel and Vehicle Recall Procedures. When personnel and vehicles are recalled from the CMA, they will withdraw to a safe distance from the runway (at least 200 feet from the runway edge). If radio contact is lost, the Control Tower will use light gun signals or turn the runway lights on and off to have the vehicle exit the runway. The Control Tower will notify Airfield Management Operations and AM Ops will then meet the personnel or vehicles with lost communications to resolve the situation.

3.1.3. Specific procedures for operating vehicles on the airfield are contained in DAFBI 13-202.

### 3.2. Movement of Aircraft.

3.2.1. Airfield Management Operations shall advise the Control Tower of arriving and departing aircraft as soon as possible before the aircraft's estimated time of arrival and proposed departure time.

#### 3.2.2. The Control Tower will:

3.2.2.1. Relay landing and takeoff times to AM Ops on all arriving and departing aircraft.

3.2.2.2. Coordinate with AM Ops on all arrivals that contact Tower without flight plans prior to landing.

3.2.2.3. If a transient aircraft's parking area is unknown or the marshaller/follow-me vehicles have not arrived, hold the aircraft at the entrance to the parking ramp until a marshaller/follow-me vehicle arrives.

3.2.2.4. Ensure all transient aircraft use the services of a follow-me vehicle before taxiing on unlit taxiways between sunset and sunrise.

3.3. Aircraft Ground Handling Operations. AFI 11-218 requires a minimum of 10 feet clearance from a taxiing aircraft to any obstacle and a minimum of 25 feet clearance if a wing walker is not used. Transient alert service is available 24 hours daily and is required for all non C-5 aircraft movements.

#### 3.3.1. LOCAL EXEMPTIONS. The following local exemptions apply:

3.3.1.1. When taxiing on the main ramp on the yellow line, the wingtip is within 25 feet of the ramp road. Vehicles are required to pull over to the west side of the road and stop until the aircraft is past in accordance with DAFBI 13-202.

3.3.1.2. Wingtip clearance between C-5s parked on designated spots on the main ramp is 20 feet. A wingtip marshaller is required anytime an airplane is parked on an adjacent spot, to make sure there is adequate clearance, per AFI 11-2C5V3, Chapter 10.

3.3.1.3. Aircraft on the main ramp taxi line may taxi without a wing walker past vehicles parked inside the white boxes in front of the C-5 parking spots.

3.3.1.4. When following the taxi line behind the C-5s parked on the main ramp (spots E through CC), adequate wingtip clearance is provided to any vehicle parked between the white line and the tails of the airplanes. A wing walker is required when any vehicle parked on the taxiway side of the white line.

3.3.1.5. When following the taxi line adjacent to spot CC, adequate wingtip clearance is provided when all equipment or vehicles are north of the white line painted outside the jersey wall.

#### 3.3.2. RESTRICTIONS. The following local restrictions apply:

3.3.2.1. Aircraft will not taxi in or out of a Dover parking spot unless the appropriate number of marshallers are present. Use window scanners to help ensure obstacle clearance.

3.3.2.2. Aircraft will not taxi through Dover parking spots without prior coordination with the Dover Command Post and Dover Ground Control, making sure the spot is cleared of all obstacles.

3.3.2.3. The transient ramp is not marked for C-5 parking.

3.3.2.4. To avoid taxiing off the pavement, B-747 aircraft must enter the transient ramp from taxiway D between C and D islands.

3.3.2.5. When a C-5 is taxiing for departure, a wing walker is required if a B-747 is parked on D2 and is being nose loaded with K-loaders, fork lifts, etc. since the required 25 foot clearance is not guaranteed.

3.3.2.6. During taxiing, avoid all perpendicular yellow lines and hash marks on the taxiway shoulders indicating unstressed pavement. NOTE: Use only necessary taxi power for all taxi operations.

3.3.2.7. Aircraft requiring parking on the decontamination parking pad will taxi up to and stop at the taxiway entrance into the pad. Tow aircraft onto the pad since entryway conditions preclude safe taxi.

3.3.2.8. Parking spot six on the south ramp is restricted to aircraft with a height of less than 57 feet.

3.3.2.9. Tow only on the AMC museum area.

3.4. Phraseology. Vehicle operators shall repeat all Control Tower instructions verbatim. Tower shall add the words "WITHOUT DELAY" to their instructions when appropriate. Do not use the words "clear," "cleared" or "clearance" together with instructions to control vehicular traffic.

#### 4. Terminal Area Procedures.

4.1. Traffic Patterns. Local traffic patterns and altitudes are depicted in [Attachment 3](#) and [Attachment 4](#). Left-hand traffic will be used for RWY 14 and 19. Right-hand traffic will be used for RWY 01 and 32. Flight Training Center (FTC) aircraft traffic will normally be left-hand for RWY 01 and 32 and right-hand for RWY 14 and 19. ATC may direct other traffic patterns as necessary due to traffic or airspace restrictions. There are no VFR training areas for military assigned aircraft. See Chapter 7 for a description of Flight Training Center areas.

4.1.1. The 360 degree overhead pattern is 2500 feet. The 360 overhead pattern separation will be as follows: Tower shall direct departing aircraft to maintain at or below 2000 feet until departure end to ensure the overhead pattern is protected. Control Tower will advise the appropriate RAPCON position of any altitude restrictions assigned to IFR aircraft. RAPCON may vector aircraft to initial however, at no time will an IFR aircraft be given an altitude to maintain below the MVA.

4.1.2. Radar traffic pattern - 3000 feet (ATC may use 2000 feet as necessary).

4.1.3. Conventional rectangular pattern - 1800 feet.

4.1.4. Dover AFB FTC aircraft/helicopter traffic pattern - 700 feet.

4.2. Standard Climbout/Breakout/Go-Around Instructions.

4.2.1. Standard Climbout procedures.

4.2.1.1. Runway 1/19: "CLIMB AND MAINTAIN 3000, FLY RUNWAY HEADING."

4.2.1.2. Runway 32: "CLIMB AND MAINTAIN 3000, AT DEPARTURE END (.8 DME), TURN RIGHT HEADING 360."

4.2.1.3. Runway 14: "CLIMB AND MAINTAIN 3000, AT DEPARTURE END, TURN

RIGHT 150.”

4.2.2. Breakout procedures. Unless specified otherwise, breakout procedures shall be used for aircraft at or greater than three (3) mile final. The following instructions shall be used unless otherwise coordinated.

4.2.2.1. Runway 1: “CLIMB AND MAINTAIN 2000’, LEAVING 1700’ TURN LEFT HEADING 280.”

4.2.2.2. Runway 19: “CLIMB AND MAINTAIN 2000’, LEAVING 1700’ TURN RIGHT HEADING 280.”

4.2.2.3. Runway 32: “CLIMB AND MAINTAIN 2000’, LEAVING 1700’ TURN RIGHT HEADING 040.”

4.2.3. Go-around procedures. Unless specified otherwise, go-around procedures shall be used for aircraft inside three (3) mile final.

4.2.3.1. Runway 1/19: “CLIMB AND MAINTAIN 2000, FLY RUNWAY HEADING.”

4.2.3.2. Runway 32: “CLIMB AND MAINTAIN 2000, FLY RUNWAY HEADING UNTIL DEPARTURE END (.8 DME) OF THE RUNWAY, TURN RIGHT HEADING 360.”

4.2.3.3. Runway 14: Tower will coordinate on an as needed basis.

**NOTE:** Pilots must inform ATC immediately if unable to comply with controller instructions.

4.3. Standard Circling Instructions. Circling instructions will be IAW FAA Order (FAAO) 7110.65, *Air Traffic Control*.

4.4. Weather Minimums. Weather minimums for VFR practice approaches are:

4.4.1. 2300 foot ceiling (AGL) and 3 miles visibility for conventional rectangular pattern.

4.4.2. 3000 foot ceiling (AGL) and 3 miles visibility for 360 degree overhead pattern.

4.4.3. Basic VFR weather conditions are required for Tactical Approach and Departure Procedures described in [Attachment 9 through Attachment 16](#). For Random Steep approaches and Spiral-Up departures, aircraft must be able to maintain VFR, clear of clouds, to or from the prescribed altitudes.

4.4.4. The Control Tower must be able to maintain visual contact with aircraft in the VFR pattern. The Tower watch supervisor will close the rectangular and overhead VFR pattern when controllers cannot maintain visual contact with aircraft, regardless of reported weather. If the aircraft commander can cancel IFR and proceed straight-in, full-stop, with the pattern closed, tower will approve the VFR approach for landing.

4.5. Intersection Departures. Intersection departures are authorized with Tower approval. Distances remaining from each intersection are shown in [Attachment 5](#).

4.6. Opposite Direction Procedures. Specific opposite direction coordination procedures between Tower and RAPCON are contained in a 436 OSS/OSA operations letter.

4.6.1. Arrival vs. Arrival. An opposite direction IFR/SOLL II/NVG AIRLAND arrival shall not proceed closer than ten miles from the landing threshold before a preceding IFR/SOLL II/NVG AIRLAND aircraft lands.

4.6.2. Arrival vs. Departure. An opposite direction IFR/SOLL II/NVG AIRLAND arrival shall not proceed closer than ten miles from the landing threshold before an IFR/SOLL II/NVG AIRLAND departure is airborne and is established on a heading of 45 degrees or more from the reciprocal of the inbound heading. (A touch and go, low approach or missed approach constitutes a departure). EXCEPTION: A runway 32 VOR/DME/TACAN Y approach shall not proceed closer than 6 mile final prior to a runway 19 IFR/SOLL II/NVG AIRLAND departure crossing the departure end of the runway, unless visual separation is applied.

4.6.3. Departure vs. Arrival. An opposite direction IFR/SOLL II/NVG AIRLAND departure shall not takeoff if an arriving IFR/SOLL II/NVG AIRLAND aircraft is within ten miles of the landing threshold.

4.6.4. Aircraft operating to the runway in use will have priority over opposite direction aircraft, unless it is a mission departure.

4.7. Separation Standards. The separation standards listed in FAAO 7110.65, apply except as follows:

4.7.1. An aircraft making an altitude restricted low approach over personnel or equipment in the airport movement area shall be instructed to maintain at or above 530' MSL. Controllers also have the latitude to instruct the aircraft to maintain at or above 1000' MSL when warranted. Tower shall inform the personnel in the movement area that the approach will be conducted over them.

4.7.2. Reduced same runway separation for landing is not authorized at Dover. Category separation for departures will be IAW FAAO 7110.65.

4.8. Civil Aircraft.

4.8.1. In order to ensure safe operations of civil aircraft, and to provide safeguards to C-5 aircraft, practice approaches are not authorized when:

4.8.1.1. More than one military turbojet aircraft is in the IFR or VFR traffic pattern unless ATC determines such operations will not impede the departure or arrival of military aircraft.

4.8.1.2. The practice approach may cause the delay of mission aircraft (arrival or departure).

4.8.1.3. At any time ATC Watch Supervisor deems it necessary for flight safety.

4.8.2. Civil aircraft are permitted to use the ILS in order to land (with permit IAW the Joint use Agreement) or conduct practice approaches. Civil aircraft conducting practice approaches (IFR/VFR) are not authorized to make touch and go or full stop landings at Dover AFB.

4.8.3. Aircraft experiencing an emergency will be allowed to land at Dover AFB.

4.9. AMC Mission Departures.

4.9.1. Definition of Terms.

4.9.1.1. Delay Start Time: The latest time that an aircraft can become airborne without being in delayed status.

4.9.1.2. Controlled Departure Time (CDT): The exact time an aircraft should be airborne to meet air refueling (AR) mission criteria. The AR aircraft will also have a delay start time.

4.9.2. The Dover Command Post shall:

4.9.2.1. Notify the Control Tower at least 30 minutes before the aircraft's delay start time

when necessary to avoid conflict between other traffic and home station departures.

4.9.2.2. If there is more than one AMC mission departure (home station departure), notify the Control Tower and identify which one has priority.

4.9.3. Controlled Departure Time. The aircraft commander shall notify Ground Control of the controlled departure time on initial contact. This will allow the Control Tower to adjust the traffic flow as required to accommodate the CDT.

4.10. Clearance Delivery. Dover RAPCON provides ATC clearance delivery functions on frequencies 289.4 and 125.55. Computerized IFR flight plans are received approximately 30 minutes before the aircraft's proposed departure time. Pilots should contact clearance delivery not earlier than 30 minutes before their proposed departure time for their clearance.

4.11. Category (CAT) II Instrument Landing System (ILS) Procedures.

4.11.1. When RWY 1 (CAT II Runway) is in use and RVR decreases to 3000 feet or less, Tower personnel will place airfield lighting on backup power. Also, if an aircraft requests a CAT II ILS approach to RWY 1 and RWY 1 is not in use, but the RVR is 3000 feet or less, Tower personnel will place the airfield lighting on backup power.

4.11.2. Tower personnel will contact AM Ops, RAPCON and CE service desk to advise them anytime the airfield lighting back-up power generator is in operation, and subsequently when the generator is turned off.

4.11.3. If the generator fails to start when activated from the Tower, the Tower personnel will report the discrepancy to the CE service desk. Civil Engineering Squadron Power Production (436 CES/CEOIP) personnel will report to the lighting vault to manually start the generator.

4.11.4. Power Production personnel shall:

4.11.4.1. Advise Tower personnel anytime the remote generator switch in the Tower is not operational.

4.11.4.2. Coordinate with the Control Tower before activating the CAT II control switch for simultaneous generator start and power transfer.

4.11.4.3. Assume responsibility for activating airfield lighting back-up generator for CAT II ILS operations when Tower does not possess the capability to activate it.

4.11.5. AM Ops shall notify the RAPCON immediately, when any component of the airfield ground environment does not meet CAT II ILS standards.

4.11.6. RAPCON will advise AM Ops to NOTAM the ILS CAT II to CAT I status when the Remote Status Indicator (RSI) fails or the radar facility is required to vacate, leaving no RSI monitoring capability.

4.12. Protection of ILS Critical Areas. Tower will protect ILS critical areas depicted in [Attachment 7](#) and [Attachment 8](#), IAW AFI 13-203. All aircraft will be held at hold lines depicted in [Attachment 6](#) when CAT II ILS procedures are in effect. C-5 and B747 aircraft will also not be parked in spots five or six on the south ramp.

4.12.1. When the ceiling is less than 800 feet or the visibility is less than 2 miles, all aircraft larger than a fighter will be directed by Tower to hold at the instrument hold lines and will not proceed until specifically cleared by Tower to proceed.

4.12.2. When the ceiling is less than 200 feet or visibility is less than 1/2 mile (RVR 2400), aircraft or vehicles shall not cross the instrument hold lines until specifically cleared by Tower to proceed.

4.13. Automatic Terminal Information Service (ATIS). The ATIS is a 24-hour, continuous broadcast of recorded non-control information for Dover AFB. Its purpose is to relieve frequency congestion by automating the repetitive transmission of essential but routine information. The ATIS can be received on frequency 135.05 or 273.5. Pilots will use the ATIS to the maximum extent possible and report the ATIS "code" to either Tower or RAPCON upon initial contact. An Operational Risk Management (ORM) code will be broadcast in the remarks section of the ATIS. ORM conditions are reported when poor weather conditions, airfield operations (such as increased bird activity or snow removal operations) or ATCALs outages occur. AM Ops will be responsible to report ORM data. Problems or comments on the ATIS should be reported to 436 OSS/OSA.

4.14. Availability/Restrictions for Surveillance (ASR) Approaches. Refer to the current Flight Information Publication for hours of availability. Approaches will be available on a workload and equipment availability basis.

## **5. Unusual Maneuvers and Special Operations.**

5.1. Unusual Maneuvers within Class D Surface Area. Unusual maneuvers are maneuvers not essential to the performance of flight or which violate Federal Aviation Regulations. Unusual maneuvers include, but are not limited to, high speed passes, practice airfield attacks and aerial demonstrations. All unusual maneuvers shall be coordinated with Airfield Operations Flight Commander (436 OSS/OSA).

5.2. Special Operations Low Level (SOLL) II // Night Vision Goggles (NVG) Airland No Light Approaches and Takeoffs. Two types of training are conducted at Dover AFB that requires covert lighting (no airfield lighting), during all events. SOLL II/NVG AIRLAND missions center around operations flown at night, in a simulated combat environment. The aircraft lands without a published approach procedure or the aid of standard runway lighting. NVG airland missions center on aircrew training to conduct operations to/from and on the airfield with non-standard, infrared lighting. Local SOLL II/NVG AIRLAND training will be flown at Dover AFB in VMC only. NVG approaches will be accomplished IAW Federal Aviation Regulations (FAR). Navigation lights are required in the pattern IAW FARs. The following requirements apply when aircrews practice these operations at Dover AFB.

5.2.1. To the extent possible, Special Capabilities (436 OG/OGS) will coordinate in advance with Current Operations (436 OSS/OSO) when scheduling SOLL II/NVG AIRLAND missions at Dover AFB. This should eliminate scheduling conflicts with regularly scheduled local trainers and permit planning of alternate training bases if required for regular locals. Additionally, OGS will coordinate with ATC, Airfield Management Operations and Command Post NLT 24-hours prior to SOLL II/NVG AIRLAND local trainer missions at Dover. For NVG airland training, OSO will notify all agencies of training events. The 3 AS and 9 AS will coordinate with Control Tower and AM Ops for access to runway 32 to set up covert lighting.

5.2.2. Procedures.

5.2.2.1. ATC will make every attempt to plan departure and arrival traffic around SOLL II/NVG AIRLAND specified times (TOT/TOA), following a low level route. Meeting these

times are a critical part of the SOLL II/NVG AIRLAND mission. Missing a TOT/TOA negates the entire training exercise.

5.2.2.2. Unless a SOLL II/NVG AIRLAND is inbound for an airdrop, standard procedures and separation criteria will be applied. Tower will provide SOLL II/NVG AIRLAND airdrop missions a buffer of 4 NM behind the aircraft, from “Initial point to Escape.” RWY 32 is the primary runway designated for practice SOLL II/NVG AIRLAND procedures. If runway 01/19 is planned for SOLL II/NVG AIRLAND operations, its use shall be coordinated with Control Tower and RAPCON NLT 24-hours prior to use. Normal operations can be conducted on RWY 01/19 and should not conflict with or affect SOLL II/NVG AIRLAND training. The SOLL II/NVG AIRLAND local will be advised of any mission arrival/departure requiring priority. With multiple aircraft in the pattern, ATC will sequence the SOLL II/NVG AIRLAND trainer with any other local aircraft if the use of RWY 32 is required for training requirements.

5.2.2.3. When RWY 32 is the active runway, Control Tower personnel will turn off all runway and taxiway lights provided there are no mission arrivals/departures or other local trainers. When an aircraft, other than the SOLL II/NVG AIRLAND aircraft, reaches 15 flying miles from touchdown, is flying VFR patterns, or a departing aircraft requests to taxi, Control Tower personnel will turn on lighting associated with RWY 32 and necessary taxiway lighting only. Airfield Management Operations will issue an airfield advisory when PAPIs are off. Control Tower will issue an advisory to aircraft under its control when PAPIs are off.

5.2.2.4. When RWY 01/19 is the active runway and there are no mission arrivals/departures or other local trainers, Control Tower personnel will turn off all runway and taxiway lighting. When an aircraft, other than the SOLL II/NVG AIRLAND aircraft, reaches 15 flying miles from touchdown or a departing aircraft requests to taxi, Control Tower personnel will turn on lighting associated with RWY 01/19 and necessary taxiway lighting only. If a C-5 local is in the pattern with a SOLL II/NVG AIRLAND local, the Tower will activate RWY 01/19 approach, runway, and taxiway lights. RWY 32 and all associated lights will be off unless required by the C-5 local for required training. Airfield Management Operations will issue an airfield advisory when PAPIs are off. Control Tower will issue an advisory to aircraft under its control when PAPIs are off.

5.2.2.5. When more than one aircraft is in the local pattern, i.e. SOLL II/NVG AIRLAND and one regular local, both aircraft should try to plan their flights as to not interfere with each other to the maximum extent. Both aircraft can successfully complete their profiles with effective communication.

5.2.2.6. Standard missed approach and go-around instructions apply. SOLL II/NVG AIRLAND operations require the utmost in aircrew coordination and flying skills. Situations may develop which require the approach to be terminated. Should this occur, missed approach or go-around instructions should be issued early enough to allow safe operation of the aircraft.

5.3. Tactical Approach and Departure Procedures. Profiles for Tactical approach/departures are depicted and described in [Attachment 9](#) through [Attachment 16](#).

5.3.1. VFR overhead initial altitude for C-5 aircraft conducting tactical low approach will be 1000' AGL unless otherwise requested by pilot. RAPCON will not vector IFR aircraft below the MVA.

5.3.2. Tactical approaches have an initial altitude of 5000' MSL unless otherwise requested by the pilot. Pilots will report a "5 mile initial" to the Tower.

5.3.3. Tactical departures will climb to 5000' MSL unless otherwise requested by the pilot.

5.4. Drop Zone Procedures. Aircraft flying airdrop procedures above Dover AFB drop zones, as well as the supporting units, will comply with DAFBI 11-401, *Drop Zone Procedures*, and DAFBI 11-402, *Dover Short Drop Zone Procedures*.

5.5. Parking Aircraft With Dangerous/Hazardous Cargo. Aircraft with explosive/hazardous cargo to be uploaded/downloaded will park in accordance with IAW DAFBI 11-205, *Support of Aircraft Transporting Hazardous Cargo*.

5.6. Aircrew Hot Refueling Operations (FARP). Hot refueling consists of a C-5 acting as a tanker aircraft for transfer of fuel to one or more helicopters, a fuel truck or a fuel can. 436 OG/OGS is the focal point for all Forward Area Refueling Point (FARP) operations on Dover AFB. All operations will be IAW AFI 11-235 DAFB Supplement 1.

5.6.1. Aircraft will enter South Ramp via Taxiway "E". Maneuver as required to position aircraft approximately 150 feet from Taxiway "E" facing North on the South ramp.

5.6.2. Hot refueling operations will not be accomplished when uninvolved or other aircraft are parked on the South Ramp. Coordinate with Airfield Management Operations and Transient Maintenance to ensure the South Ramp will be available during the requested time period.

5.6.3. All aircraft involved with the FARP operation will remain in contact with Dover Ground/Tower during the operation.

5.6.4. Fuel Spills: All fuel spills are reportable.

5.6.5. 3rd and 9th Airlift Squadrons will notify Airfield Management Operations NLT 3 days prior to hot refueling training events.

## **6. ATC and Landing Systems (ATCALs) and Related Equipment.**

6.1. Airfield Lighting Systems and Operations. Tower will operate the Airfield Lighting IAW FAAO 7110.65.

6.1.1. The following airfield lighting systems are available at Dover:

6.1.1.1. Runway 01: Sequenced Flashing Lights, Touchdown Zone Lights, Centerline Lights, High Intensity Runway Lights, High Intensity Approach Light System Category 2 and Precision Approach Path Indicators.

6.1.1.2. Runway 19: Sequenced Flashing Lights, Centerline Lights, High Intensity Runway Lights, High Intensity Approach Light System Category 1 and Precision Approach Path Indicators.

6.1.1.3. Runway 32: Runway End Identifier Lights, Precision Approach Path Indicators and High Intensity Runway Lights.

6.1.1.4. Runway 14: High Intensity Runway Lights.

6.1.2. During Special Operations missions, the runway, taxiway, and/or PAPI lights may be turned off as requested by pilots.

- 6.1.3. Approach light out minimums are published in the Terminal FLIPS.
  - 6.1.4. Tower will set all flush mounted lights to Step 2 when the temperature is at or below 32 degrees Fahrenheit and moisture (i.e. fog, mist, snow) is present.
  - 6.1.5. The Civil Engineering Squadron Power Production (436 CES/CEOIP) shop will activate the airfield lighting back-up power generator at the request of Tower when Tower does not possess the capability to activate it (i.e. switch disabled, Tower evacuation, etc.).
  - 6.1.6. Civil Engineering Squadron Exterior Electric (436 CES/CEOIE) will inspect airfield lighting systems to insure system reliability. Focus will be on the approach lighting systems. 436 CES/CEOIE will report any problems to Airfield Management. At the request of Tower, exterior electric will also operate the backup lighting panel located in the lighting vault.
- 6.2. Airfield Lighting Malfunctions/No-Light Minimums. Airfield Management Operations shall immediately notify Tower of any airfield lighting outage and when it is returned to service. RAPCON shall inform arriving aircraft of any approach lighting problems. Pilots will determine if the minimums are raised for their category IAW current FLIPS.
- 6.3. Pilot Reports Of Airfield Lighting System Malfunctions. Tower/RAPCON shall relay pilot reports of airfield lighting malfunctions to Airfield Management Operations. Airfield Management Operations shall coordinate with the Base Civil Engineer for repairs and issue appropriate NOTAM.
- 6.4. ATCALs Preventive Maintenance Inspection (PMI) Schedule. The following standardized times and weather criteria will be used for ATCALs PMIs:
- 6.4.1. ASR: Mon, Tues, Thurs, Fri 0300-0600L, CIG/VIS: 3000/5 Forecasted for at least 1-hour.
  - 6.4.2. TACAN: Wed 0600-0900L, CIG/VIS: 2000/2 Forecasted for at least 1-hour.
  - 6.4.3. ILS: Mon, Tue, Thurs, Fri 0600-0930L, CIG/VIS: 2000/2 Forecasted for at least 1-hour.
  - 6.4.4. When consistent with flight operations, ILS facilities will be released to METNAV maintenance for up to 48-hours prior to and 24-hours immediately following an ILS flight check. This will allow maintenance to accomplish all mandatory pre and post-flight check inspection procedures on the ILS.
  - 6.4.5. The TACAN facility will be released to METNAV maintenance for up to 6-hours immediately following a TACAN flight check. This will allow maintenance to accomplish all mandatory post-flight check inspections on the TACAN. Release of the TACAN is predicated on flight operations.
  - 6.4.6. RAPCON will not normally release the ASR, TACAN or ILS if any of these systems are out of service. This is to ensure two of three systems are available at all times.
  - 6.4.7. Additional PMI downtime will be permitted when consistent with flight operations if normal PMI times are unavailable due to weather or other circumstances. Coordinate additional PMI time with 436 OSS/OSA.
- 6.5. Use of Auxiliary Power for Air Traffic Control and Landing Systems (ATCALs) Facilities.
- 6.5.1. The RAPCON watch supervisor will notify radar maintenance personnel or Communications Focal Point (CFP) when a weather warning is received/canceled.

6.5.2. The RAPCON will rely on autostart capability for back-up power. If commercial power becomes unreliable, the watch supervisor may place the facility on back-up power and notify CE Emergency Service Call Desk through the CFP.

6.5.3. The Control Tower is normally not transferred to generator power. If the watch supervisor decides to put the Control Tower on generator power, Control Tower personnel will first notify Bldg 500 personnel before manually transferring the power.

6.5.4. The ILS and TACAN sites will rely on autostart capability for back-up power and will not normally be manually transferred to generator power. **NOTE:** The ILS will run on battery power for limited time if generator does not function properly.

## 7. Dover Air Force Base Flight Training Center (FTC) Operations.

### 7.1. Dover AFB FTC Procedures.

7.1.1. File flight plans through Airfield Management Operations (AM Ops) for all flights departing Dover AFB using the following procedures:

7.1.1.1. Flight plans for local area flights, within a 50 nautical radius of KDOV, will be telephoned into AM Ops. If telephones are out of service, flight plans will be hand delivered to AM Ops.

7.1.1.2. Flight plans for flights outside 50 nautical mile radius of KDOV, or with any delay (stop) regardless of length of stop or distance of flight, will be faxed to Airfield Management Operations, followed by a telephone call approximately 5 minutes later to confirm reception and accuracy. Delay times will be annotated in the remark section as to duration and reason of stop. Delays are allowed up to 30 minutes. Delays exceeding 30 minutes require a separate flight plans for each leg. Flights of more than one (1) leg (stop) will be sent and filed as separate and individual flight plans.

7.1.1.3. If fax machine and/or telephones are down then flight plans will be hand delivered to Airfield Management Operations.

7.1.2. FTC will store original flight plans IAW AFMAN 37-139, *Records Disposition Schedule*, Table 13-7, Rules 3 and 4.

7.1.3. Supply Airfield Management Operations with a listing of Dover AFB FTC Clearing Authorities and Emergency Personnel Roster not less than quarterly.

7.1.4. Pilots can request Airfield Advisories and NOTAMs for Dover AFB from the dispatcher at Airfield Management Operations.

### 7.2. Dover AFB Airfield Management Operations Flight Plan Procedures.

7.2.1. Take appropriate measures to file Dover AFB FTC flight plans through a Flight Service Station as required.

7.2.2. Take appropriate measures to ensure proper closure of all Dover AFB FTC aircraft flight plans upon aircraft's arrival at KDOV.

7.2.3. Provide on request of the pilot, any NOTAMs and Airfield Advisories for Dover AFB.

7.2.4. Notify Dover AFB FTC Manager of any problems with FTC personnel, pilots, procedures, or aircraft so that corrective action may be taken. Corrective action, actual or proposed, will be in writing.

### 7.3. Aircraft Parking, Servicing and Ground Handling.

7.3.1. FTC aircraft shall be parked on Pad (spots) 6 and 7 in the Christmas Tree area (see [Attachment 1](#)).

7.3.2. The FTC is responsible for servicing, ground handling, and securing Flight Training aircraft.

7.3.3. FTC pilots desiring to taxi to or from Bldg 918 will contact Airfield Management Operations prior to taxiing. Airfield Management Operations will notify Command Post maintenance personnel and Tower that the aircraft will be taxiing down the main ramp. Additionally, Tower will call Airfield Management Operations when a FTC aircraft lands and taxis to Bldg 918. Airfield Management Operations will notify Command Post maintenance personnel.

7.4. Air Traffic Control. Solo student pilots shall advise ground control on initial taxi call that the person is a student pilot.

7.5. Local Flying Area. The local flying area includes the area within a 50NM radius of Dover AFB, excluding:

7.5.1. Areas offshore, beyond power-off gliding distance to land.

7.5.2. Airspace restricted areas R4006, R4001A, and R4001B.

7.5.3. For solo student pilots, that area within 25NM from Dover AFB.

7.6. Flight Training Area. Flight training areas for FTC pilots are established to provide designated airspace for club members to perform the flight maneuvers necessary to fulfill FAA, USAF, and Flight Training currency and training requirements. These areas are not “protected” airspace. Collision avoidance is the pilot’s responsibility. They provide a common reference for Dover Approach Control and club members to streamline entry to and exit from Dover AFB. Pilots will normally enter and exit these areas from over the town of Camden-Wyoming. There are two designated areas: ALPHA and BRAVO.

7.6.1. Area ALPHA is bounded on the East by US 13, on the West by US 301, North by the C&D canal and on the South of Delaware (DE) Route 8. Area ALPHA includes the airspace from the ground to 5000 feet MSL.

7.6.2. Area BRAVO is bounded on the East by US 13, on the West by US 301, on the North by DE Route 8, and on the South by DE Route 404. Area BRAVO includes the airspace from ground to 5000 feet MSL.

7.7. Flight Training Weather. Weather support is available at the Dover AFB Weather Station and at the Millville Flight Service Station (FSS). FTC pilots are to obtain flight weather briefings from the FAA, FSS or Base Weather Station. Flight weather briefings for the local area may be obtained over the LWNS. Flight weather briefings for cross-country flights are obtained in person, by FAX, or computer printouts from the Base Weather Station or the FSS system. A DD Form 175-1 (Flight Weather Briefing) will be used. The Millville FSS may be used to obtain updated weather support while airborne.

7.8. Weather Minimums for Flight Training Operations.

7.8.1. Day, VFR--1500 feet AGL ceiling, three statute mile visibility.

7.8.2. Night, VFR--2500 feet AGL ceiling, five statute mile visibility.

7.9. Anti-Hijack Procedures. If an unauthorized taxi is observed, the Control Tower will attempt contact on ground and emergency frequencies. If no reply to confirm non-hijack, then activate the primary crash system. Refer to Dover OPLAN 31-03, Appendix 6 Annex C, *Installation Security Plan*, for other information.

7.10. Taxi Procedures. Flight Training aircraft shall contact "Dover Ground" on frequency 121.9 before taxi. FTC pilots do not need to contact ground to move/taxi the aircraft to the refueling area to and from the FTC parking location. Specific taxi procedures shall be issued by Dover Ground Control. Normal routes:

7.10.1. Runway 32. Taxiway Foxtrot to Taxiway Echo to the approach end of RWY 32 or intersection departure via Taxiway Bravo.

7.10.2. Runway 14. Taxiway Foxtrot to Taxiway Echo to the approach end of RWY 32 for back taxi on the runway to the midfield intersection, traffic permitting, the alternate taxi route is via the approach end of RWY 01 then north on Taxiway Bravo to the midfield intersection.

7.10.3. Runway 19. Taxi via Taxiway Foxtrot and proceed as directed by Tower. Normally, the pilot will back taxi, but each situation could dictate other instructions.

7.10.4. Runway 01. Taxi via Taxiway Foxtrot.

7.11. Wake Turbulence/Taxi Restrictions.

7.11.1. Due to the unpredictable nature of wake turbulence and its potentially disastrous effect on light aircraft, use extreme caution at all times when taxiing or conducting flight operations behind heavy aircraft that conduct regular flight operations at Dover AFB. Large aircraft may also cause wake turbulence effects.

7.11.2. FTC pilots shall not request to waive the required wake turbulence separation behind heavy aircraft.

7.11.3. FTC pilots shall not taxi closer than 500 feet behind a large aircraft that has any of its engines running. FTC pilots shall not stop for engine run-ups or other purposes in a position where a passing large aircraft's jet or propeller blast will be directed at the aircraft from a distance of less than 500 feet.

7.11.4. FTC pilots will not taxi at speeds greater than a fast walking pace. Upon landing, taxi speed can be a controlled, faster pace in order to clear the runway for other operations.

7.12. Engine Run-Up Procedure. Conduct engine run-ups on the ramp or taxiway. Conduct a normal run-up on the taxiway at least 50 feet from the runway hold lines.

7.13. Operations Within Class D Surface Area.

7.13.1. Due to heavy jet traffic at Dover AFB, multiple approach or landing practice is permitted at the discretion of ATC, if such operations will not impede the departure or arrival of military aircraft. At those times deemed appropriate by ATC, FTC pilots may be directed to depart or vary

their traffic patterns. Except for emergencies, FTC pilots will not delay the departure or arrival of military aircraft.

7.13.2. Traffic patterns are to the west or southwest of all runways unless directed by the Control Tower.

7.13.3. Traffic pattern altitude is 700 feet MSL. Except in an emergency, aircraft will not be operated below this altitude over Dover AFB or its housing area.

7.13.4. Do not turn out before passing the departure end of the runway unless directed by ATC.

#### 7.14. VFR Departures and Arrivals.

7.14.1. Departures will contact Dover Ground Control and state:

7.14.1.1. Identification (call sign).

7.14.1.2. Location on the airfield.

7.14.1.3. Destination.

7.14.1.4. Altitude.

#### 7.14.2. Arrival Procedures for Local Flights.

7.14.2.1. FTC pilots will contact Dover Approach Control on frequency 132.425 MHz when ready to return to base (RTB) and state, "DOVER APPROACH, IRONY (#), BRAVO TRAINING AREA, 'altitude', LANDING DOVER".

7.14.2.2. When returning from training areas ALPHA or BRAVO, entry into the Class D surface area will normally be over the entry point (approx. 1/2 mile south of intersection of US 13 and DE Route 10). FTC pilots will cross the entry point at 1500 feet MSL and then descend to 700 feet (pattern altitude), contact Dover Tower and state, "IRONY (#), HOLDING AT WALMART, REQUEST TO PROCEED INBOUND."

7.14.2.3. The Control Tower may direct FTC pilots to hold at Moore's Lake Shopping Center (intersection of DE Route 10 and State Street). "IRONY (#), HOLD AT MOORES LAKE." Maintain 700 feet MSL while in holding.

7.14.3. Arrival Procedures for Cross Country Flights. When returning from a cross country flight, contact Dover Approach Control no later than 15 miles from Dover AFB and state: Identification, position from Dover AFB, altitude, and intentions.

#### 7.15. IFR Departures and Arrivals.

7.15.1. FTC pilots shall contact Dover Clearance Delivery on frequency 125.55 MHz and state: Identification, destination, and clearance on request. Example: "DOVER CLEARANCE DELIVERY, IRONY (#), IFR TO WHITE PLAINS, CLEARANCE ON REQUEST."

7.15.2. After obtaining clearance: Contact Ground Control and state, "DOVER GROUND, IRONY (#), IFR TO WHITE PLAINS, READY TO TAXI." Aircraft will follow taxi instructions to include holding short when directed by ground control.

7.16. Overdue FTC Aircraft: Flight plans will be monitored by the FTC manager or representative to permit timely action in the event an aircraft is overdue or involved in an emergency. Subsequent actions will be dictated by the situation and established FAA and USAF procedures.

## 8. Abnormal and Emergency Procedures.

8.1. Primary Crash Network. The purpose of the base primary crash network is to alert and activate those agencies needed to perform life saving functions at the time of a known or suspected on or off base aircraft accident. Ground and in-flight emergencies also require activation of the primary crash network. The Control Tower, Airfield Management Operations, Base Clinic, and Crash Fire Rescue are primary crash network members. In event of an on or off-base accident, the on-scene commander will work with affected units IAW 436 AW OPLAN 10-2. **NOTE:** Primary Crash Network Members are the only agencies authorized to have two-way communication capabilities on the Crash Network.

8.1.1. The Control Tower shall activate the base primary crash network under the following actual/practice conditions:

8.1.1.1. Observing or being notified of a military or civilian aircraft crash on, or off base.

8.1.1.2. When notified of a civil or military in-flight emergency that shall be landing at Dover AFB.

8.1.1.3. When observed or notified of a ground emergency (to include unauthorized aircraft movement) by a pilot, crew member, or ground support personnel.

8.1.1.4. At any time when an off base military or civilian aircraft crash is suspected.

8.1.1.5. When, at the discretion of the Control Tower Watch Supervisor, any condition is viewed as hazardous to personnel, aircraft or property.

8.1.1.6. When relocating to the alternate facility (RAPCON), time permitting.

8.1.1.7. When an unauthorized aircraft lands.

8.1.1.8. When an aircraft unintentionally departs the runway or taxiway surface during take-off, landing, or taxi operations.

8.1.1.9. When directed by Command Post or Fire Department.

8.1.1.10. Normally, between 0815L and 0830L for a daily line check. Recording quality shall be checked at this time.

8.1.2. Upon activation of the primary crash network, all responding crash/rescue vehicles shall have immediate access to the taxiways without being required to contact the Control Tower for prior approval. Crash/rescue vehicles shall not enter any portion of the runway without contacting the Control Tower and receiving permission to enter the runway.

8.1.3. Airfield Management Operations shall forward reports of suspected and actual off-base crashes to the Command Post. AM Ops shall request the Control Tower to activate the primary crash network when notified of any emergency situation described in **8.1.** above. AM Ops shall activate the secondary crash network.

8.1.4. Cancellation of emergencies declared on the primary crash net shall rest with the on-scene commander.

8.2. Secondary Crash Network (SCN). The purpose of the base secondary crash network is to establish a communication system for rapid dissemination of information during in-flight emergencies, aircraft accidents/incidents, ground aircraft emergencies, and exercises with base support agencies. Airfield Management Operations, Command Post, Security Police, Fire Department, Weather, Disas-

ter Preparedness, Safety, Explosive Ordnance Disposal, Bioenvironmental, Clinic, Public Affairs, and Fire Marshall are secondary crash network members. When the primary crash network is out of service, Tower will direct AM Ops to activate the secondary crash network. When the secondary is out of service, AM Ops will dial 114 and the Base Operator will activate a conference call with all agencies on the SCN.

8.2.1. The 436 OSS/CC approves/disapproves all requests for connection or disconnection of the secondary crash network.

8.2.2. Airfield Management Operations conducts a roll call each day during the morning test to ensure operational capability. Any station failing to respond will receive an immediate phone call to determine reason for response failure. Individuals who answer the crash network should be familiar with the phonetic alphabet and use it when responding with their initials. Individuals answering will remain silent until the activating agency has completed the message and conducted roll call. Questions may then be asked.

8.2.3. Stations on the crash network are expected to receive and disseminate information in minimum time. During actual emergencies use DAFB Form 22, *Emergency Notification/Hazardous Cargo Movement*, to record information in the proper format and sequence.

8.2.4. Airfield Management Operations will relay verbatim the information received from the Control Tower.

8.3. Air Evacuation Notification Procedures. When informed of an inbound air evac aircraft, Tower will notify AM Ops if further actions are required. Actions may include activating the primary and secondary crash network, calling transient alert of no notice arrivals, and up channeling information to Wing leadership. Normally, Command Post is initially notified of inbound air evac missions and they in turn, notify Tower.

8.4. Suspending/Resuming/Closing Runway Operations. The Control Tower will suspend air traffic operations to all runways when an emergency aircraft lands. The Control Tower will advise Dover Approach of the suspension. After a runway check, Airfield Management Operations will advise the Control Tower when runway operations are safe to resume. AM Ops has authority to close the runway due to hazards affecting flight safety. Wing leadership will receive immediate notification during these occurrences. Once the hazard is no longer a factor, AM Ops will declare the runway open. A FOD check may be required prior to commencing operations.

8.5. Emergency Locator Transmitter (ELT) and Personnel Locator Beacon (PLB) Signals.

8.6. ELT/PLB signals received by Dover AFB facilities shall trigger the following actions:

8.6.1. RAPCON:

8.6.1.1. Will notify the Tower upon detecting an ELT.

8.6.1.2. If advised that an actual emergency exists, RAPCON will notify Washington ARTCC.

8.6.2. Tower:

8.6.2.1. Shall activate the Primary Crash Network (PCN) only if, through visual observations or upon receipt of a radio transmission, an emergency exists. Tower will not activate the PCN without first coordinating with Airfield Management Operations. If no emergency exists, notify Airfield Management Operations of the ELT/PLB.

8.6.2.2. Shall advise Airfield Management Operations when an ELT/PLB signal ceases, is located, or when additional information becomes available.

8.6.3. Airfield Management Operations:

8.6.3.1. Shall, upon notification of an ELT/PLB signal, take action to locate the signal source.

8.6.3.2. If an actual emergency exists, ensure Tower activates the Primary Crash Network (PCN). Activate the Secondary Crash Net (SCN), passing on the information verbatim. Complete Dover Form 22, **Emergency Notification/Hazardous Cargo Movement**.

8.6.3.3. Notify the Search and Rescue Center at DSN 574-8112.

8.6.3.4. Review Accident Response Procedures QRC 10-1 and QRC 10-2.

8.6.3.5. Accomplish Copy Format 2 notification, as directed by Command Post.

8.6.3.6. Terminate procedures if the source of the signal is identified or the signal ceases. Notify Tower, RAPCON, Maintenance Operations Center, and any other agencies previously notified. Log all actions and notifications onto AF Form 3616, Events Log.

8.6.3.7. If an ELT/PLB signal is received with no other evidence of an emergency, notify Maintenance Operations Center (hotline through Command Post or ext. 5436) of the beacon signal and ask them to initiate beacon search procedures. Maintenance notifies the radio shop, which in turn conducts intensive searches with direction finding equipment.

8.6.3.8. If the signal cannot be located by Maintenance, ask RAPCON to contact Washington ARTCC and assist in locating the beacon signal.

**NOTE:** ELT/PLB testing is authorized during the first five minutes of every hour, for no more than three sweeps.

8.7. Evacuation of the Control Tower/RAPCON/AM OPS.

8.7.1. In event of any man-made or natural hazards that require Control Tower evacuation, personnel will relocate to the RAPCON, building 136. The Control Tower shall be evacuated for high winds when the wind speed reaches 50 knots (35 knots if a window is cracked). Note: At this point the airfield is considered uncontrolled. Personnel may contact RAPCON for very limited advisory services. Advisory services will be provided on a workload permitting basis.

8.7.2. In the event RAPCON relocates, two controllers will proceed to the Control Tower. Navigational aids status will be unmonitored and Washington Air Traffic Control Center will provide limited IFR services for arriving aircraft.

8.7.3. If both ATC facilities require evacuation, AM Ops is the next location for accountability. If ATC and AM Ops facilities are required to evacuate, personnel will meet in the BX parking lot for accountability.

8.8. Radar/ATCALs Emergency Warning and Evacuation Alarm. The emergency warning and evacuation alarm system is used to notify individuals in and around certain runway shelters/sites that an emergency aircraft is approaching to land. The Tower shall activate the alarm anytime an aircraft with a known/suspected emergency condition has commenced approach and is 10 flying miles from the runway. Known or suspected emergencies include, but are not limited to: A declared, observed, or reported emergency, no radio (NORDO) aircraft, and aircraft accidents. Tower shall deactivate the alarm when the hazard no longer exist.

8.9. **Unscheduled Aircraft Arrivals.** When an unauthorized and unannounced aircraft lands at Dover AFB, the Control Tower shall, when possible, tell the aircraft to hold in one of the following areas, as appropriate:

8.9.1. Run-up pad at the approach end of RWY 19.

8.9.2. Run-up pad at the approach end of RWY 01.

8.9.3. Taxiway Charlie.

8.10. **Hot Armament/Hung Ordnance.** Aircraft landing at Dover AFB with hot armament (i.e. arm-dearm area for guns, rockets, flares) on board will be directed by the Control Tower to the run-up area for RWY 19 (see [Attachment 2](#)). The Control Tower shall direct the aircraft to position itself in a northeasterly direction to afford maximum safety to personnel and equipment. RWY 01/19 shall be closed during all de-arming operations.

8.10.1. Aircraft landing RWY 19 shall be instructed to make a left 180 degree turn and back taxi to the de-arm area.

8.10.2. Aircraft landing RWY 01 shall proceed directly to the end of the runway and turn left onto the de-arm area.

8.10.3. Aircraft landing RWY 32 shall proceed to the de-arm area via taxiway Bravo.

8.11. **Jettison Of External Stores/Cargo.**

8.11.1. The VFR external stores/cargo jettison area is located east of Dover AFB over the Delaware Bay. The pilot is responsible for visually clearing the area before jettisoning external stores/cargo.

8.11.2. The IFR external stores jettison/cargo area is located in Warning Area W-107. The RAPCON will obtain clearance from Washington Center when an aircraft requests IFR clearance into this area.

8.12. **Bailout.** Aircraft abandonment location will be established with Washington Center. Aircraft will be routed over the Delaware Bay to Warning Area W-107 if feasible.

8.13. **Hot Brakes Procedures.** Aircraft with an emergency for hot brakes will be handled as other emergencies.

8.14. **Ground Fuel Dumping.** After a pilot advises that ground fuel dumping is necessary, Tower shall activate the Primary Crash Phone.

8.15. **Airborne Fuel Dumping.**

8.15.1. The airborne fuel dump area is located to the east of Dover over the Delaware Bay at 7,000 feet. Based on the intentions of the pilot, this area shall be used to the maximum extent possible for all fuel dumping in the Dover Radar Approach area, except when the delay incurred going to the area or altitude would compromise flying safety. Higher altitudes are coordinated with ATC Center control as needed.

8.15.2. The aircraft commander must obtain approval (time permitting) from the 436 OG/CC through Command Post, and the appropriate air traffic control agency prior to dumping fuel. Advise RAPCON prior to operations commencing and when terminating.

8.16. Hydrazine Procedures. In the event a fighter aircraft activates its Emergency Power Unit (EPU), there is a potential for a hydrazine leak. Hydrazine is a caustic substance that has the potential to cause harm if fumes are breathed in. The fire department will be called for this emergency and will have the pilot hold the aircraft at the Runway 01/19 hammerheads or on taxiway G if landing Runway 32, taxiway E, if landing Runway 14. The fire department or on-scene commander may dictate aircraft holding at other than identified locations if the winds dictate. See [Attachment 1](#) for location.

8.17. Hijack Procedures. In the event of a suspected or confirmed hijack the Control Tower will immediately ring the Primary Crash Phone. Ground control should first attempt contact the pilot on ground and emergency frequencies for aircraft not authorized taxi. All parties will be notified of the current position and other pertinent information. ATC will assist the on-scene commander by forwarding updated information and relaying any orders and/or instructions.

8.18. Lost Communications Procedures.

8.18.1. Tower Pattern: Aircraft experiencing lost communication while in the Tower pattern will rock wings (daytime) or flash landing lights (nighttime) while on downwind and proceed to a full stop landing on last assigned runway, exit the runway expeditiously and continue to follow light gun signals. Aircrew will watch the Control Tower for light gun signals.

8.18.2. Radar Pattern: Aircraft will squawk 7600 and fly the instrument approach that they were cleared for or filed for. If the ILS becomes unusable on approach and the pilot cannot proceed to land VFR, the pilot will fly to TIDEY and execute the TACAN approach to the active runway. Aircraft will land, exit the runway expeditiously and follow Tower light gun signals.

8.18.3. Ground Traffic.

8.18.3.1. Vehicles experiencing lost communication while within a clear zone or runway will immediately exit the movement area and face vehicle towards the Tower and flash headlights. The vehicle will then wait for light gun instructions from the Tower. The Tower may also flash runway lights to signal vehicle to exit runway immediately. Vehicle will proceed to nearest phone and notify Tower when clear of runway or clear zone.

8.18.3.2. Aircraft experiencing lost communications while on the ground will flash landing lights and wait for light gun instruction from the Tower.

8.18.4. Lost communications with Flight Training Center aircraft.

8.18.4.1. On the ground: If the radio fails after clearance to taxi, FTC pilots will:

8.18.4.1.1. Make a 180-degree turn and taxi back to parking before reaching the approach end of RWY 01.

8.18.4.1.2. In the event that radio communication is lost past the runway hold line, execute the following steps: Turn the aircraft to face the Control Tower and flash the landing lights on the taxiway before taxiing onto the departure runway. Upon receiving a flashing white light gun signal from the Control Tower, taxi back on the same route that was used to get to the departure runway. Aircraft will hold short of any intersecting runway and face the Control Tower to receive a flashing green light gun signal.

8.18.4.2. In-flight:

8.18.4.2.1. If radio failure occurs or is suspected, squawk 7600 on the transponder and

proceed via normal arrival routes. Proceed directly to a holding pattern over the base golf course. When given a flashing green light gun signal go to the appropriate runway; depending on prevailing winds or other traffic in the traffic pattern, enter a left downwind for RWY 01 and RWY 32 or a right downwind for RWY 14 and RWY 19. Rock the aircraft's wings on downwind and watch the Control Tower for light gun signals when turning final. If a steady green light gun signal is not received on final, go around and repeat the procedure.

8.18.4.2.2. After landing, exit the runway, turn toward the Control Tower and wait for an appropriate light gun signal before taxiing. Before crossing a runway, turn toward the Control Tower for a light gun signal to cross.

8.18.4.2.3. At all times during actual or suspected radio failures, visually check for other aircraft and give way.

8.19. Airport Surveillance Radar (ASR) Antenna Free Wheeling. 436 CS/SCMF maintenance personnel will place the ASR antenna into free wheel mode when the winds exceed 65 knots IAW ATCAL Operations Letter.

8.20. Flight Line Operations During Lightning Conditions. Currently during severe weather conditions where lightning is present within 5 miles, all maintenance, aerial port and fuel truck operations on the flight line are suspended. All flight line personnel are directed to vacate the flight line until lightning passes. The following procedures will be adhered to by all aircrew members when lightning conditions are determined present by Base Weather and announced by Command Post:

8.20.1. If the aircraft engines are running, all crew members will remain on the aircraft, to include the scanner. If the aircraft is currently not in an approved parking spot, the crew may continue to parking, but will not turn into the parking spot until the lightning hold is lifted and marshallers are present.

8.20.2. If aircraft engines are not running, all external preflight and loading operations will cease immediately. All crew members outside of the aircraft will either vacate the flight line to seek shelter or go inside the aircraft for cover. Once the lightning hold is lifted, the crew may resume preflight and load duties.

## **9. Flight Line Drivers Familiarization Program (FDFP).**

9.1. Responsibilities. An overview of AM, flight line agencies and unit commander responsibilities for control of vehicle/pedestrian operations on the airfield is outlined in Chapter 1, DAFBI 13-202. See [Attachment 18](#) for guidance signs placed on the airfield.

9.2. Flight Line Driving Requirements. Flight line driving requirements can be found in DAFBI 13-202.

9.3. Operating Procedures and Standards. Information and procedures about flight line driving violations and penalties can be found in Chapter 2, DAFBI 13-202.

9.3.1. Vehicle Traffic Procedures are listed in Chapter 2, DAFBI 13-202.

9.3.2. Vehicle call signs used on Dover's flight line are listed in Chapter 5, DAFBI 13-202.

9.3.3. Procedures for gaining access to the Controlled Movement Area (CMA) at Dover can be found in DAFBI 13-202.

9.3.4. Emergency vehicle operations can be found in DAFBI 13-202.

9.4. Privately Owned Vehicle (POV) Passes. Agencies are not authorized POV passes on Dover. There are two permanent POV passes that are assigned to individuals based on performance of their duties. More information on POV passes and how to obtain them can be found in DAFBI 13-202.

9.5. Airfield Construction Vehicle Procedures. Airfield construction/work crew/maintenance restrictions are discussed during pre-construction meetings. Flight line entry control points, access routes to and from the work site, Foreign Object Damage (FOD) control measures and restrictions to aircraft operations are developed during these meetings and later broadcast to Dover units via the "Eagle Gram" system. Requirements for escorts (when used), performing operations on the flight line can be found in DAFBI 13-202.

9.6. Wear of Hats. Procedures for wearing of hats and designated no hat areas can be found in Dover AFB Supplement to AFI 36-2903, Attachment 10, page 9.

9.7. Taking of Photographs. See DAFBI 31-201 for guidance on taking photographs of the airfield or in restricted areas.

9.8. Flight Line Smoking Policy. A flight line smoking policy is in effect IAW DAFBI 32-2001.

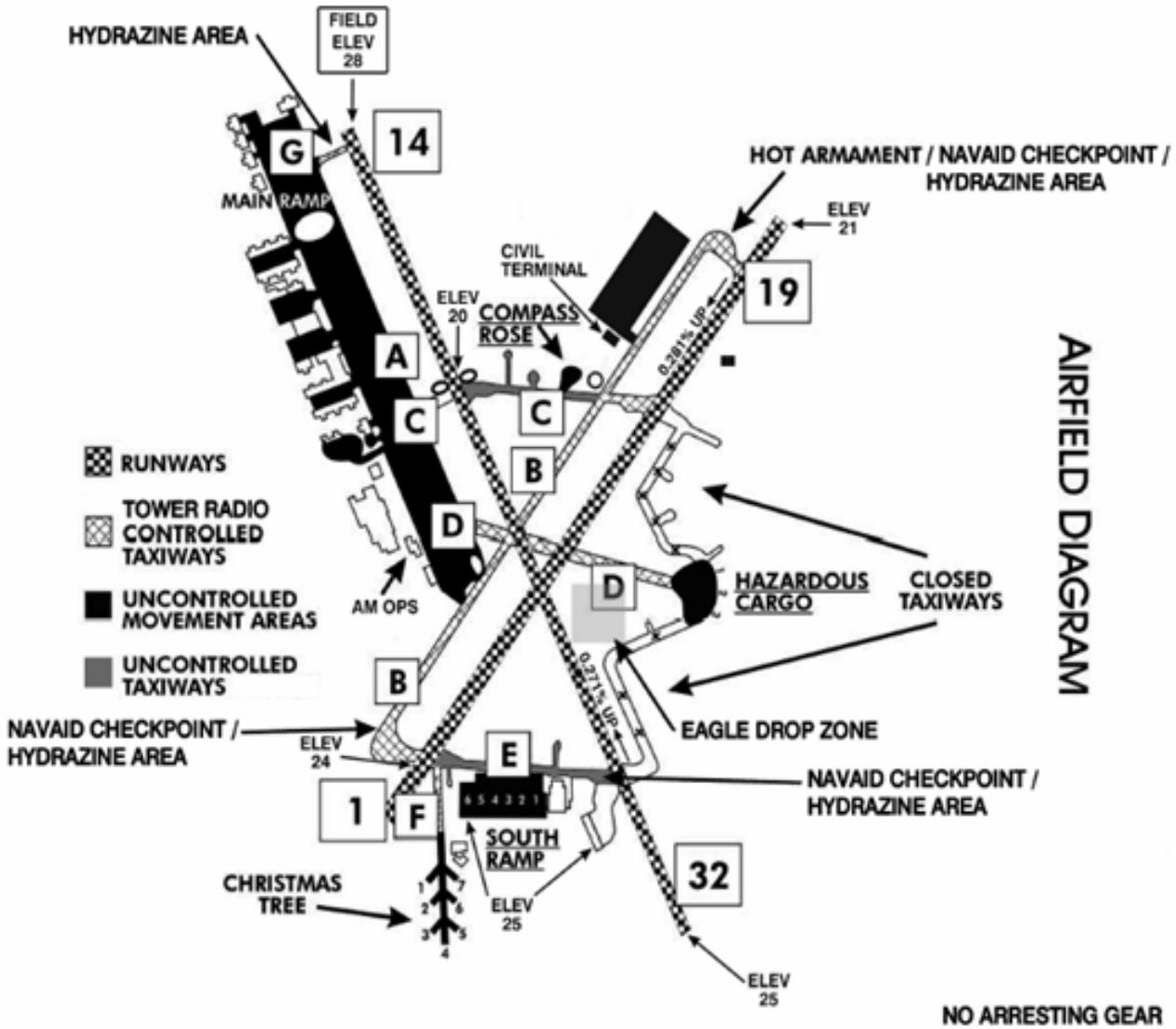
JOHN I. PRAY, JR., Colonel, USAF  
Commander, 436th Airlift Wing

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

FAA Order (FAAO) 7110.65, *Air Traffic Control DoD Enroute Supplement*  
AFI 11-218, *Aircraft Operations and Movement on the Ground*  
AFI 11-2C5V3, Chapter 10, *C-5 Operations*  
AFI 13-203, *Air Traffic Control*  
AFI 13-204, *Functional Management of Airfield Operations*  
AFI 13-213, *Airfield Management*  
AFMAN 15-111 Volume 1, *Surface Weather Observations*  
AFMAN 37-139, *Records Disposition Schedule*  
Unified Facilities Criteria 3-260-01  
AFI 11-235 DAFB Supplement 1, *Forward Area Refueling Point (FARP) Operations*  
AFI 36-2903, DAFB Supplement, *Dress and Personal Appearance of Air Force Personnel*  
DAFBI 11-205, *Support of Aircraft Transporting Hazardous Cargo*  
DAFBI 11-401, *Drop Zone Procedures*  
DAFBI 11-402, *Dover Short Drop Zone Procedures*  
DAFBI 13-202, *Airfield Driver Training and Operating Procedures*  
DAFBI 15-101, *Weather Support*  
DAFBI 32-2001, *Fire Safety and Prevention Program*  
DAFBI 91-212, *Dover AFB Bird Aircraft Strike Hazard (BASH) Program*  
436 AW OPLAN 008-XX, *Snow and Ice Control*  
436 AW OPLAN 10-2, *Full Spectrum Threat Response Plan*  
436 AW OPLAN 31-03, *Installation Security Plan*

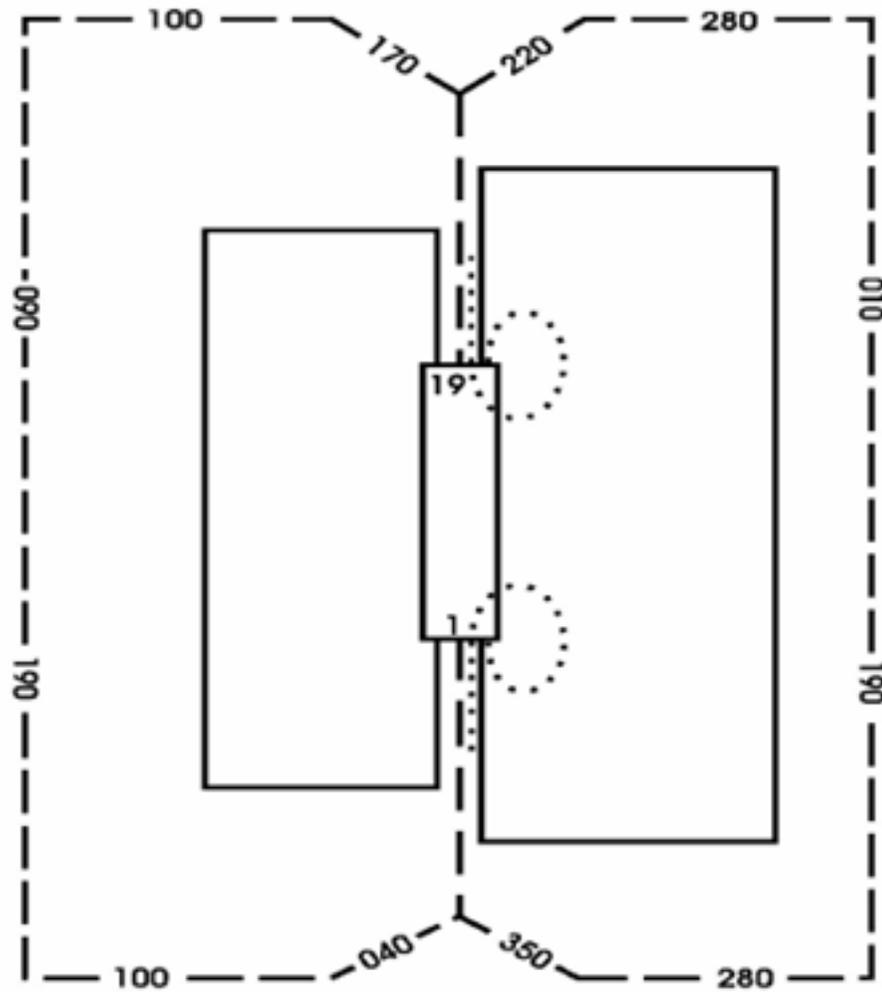
Attachment 2

AIRFIELD DIAGRAM



Attachment 3

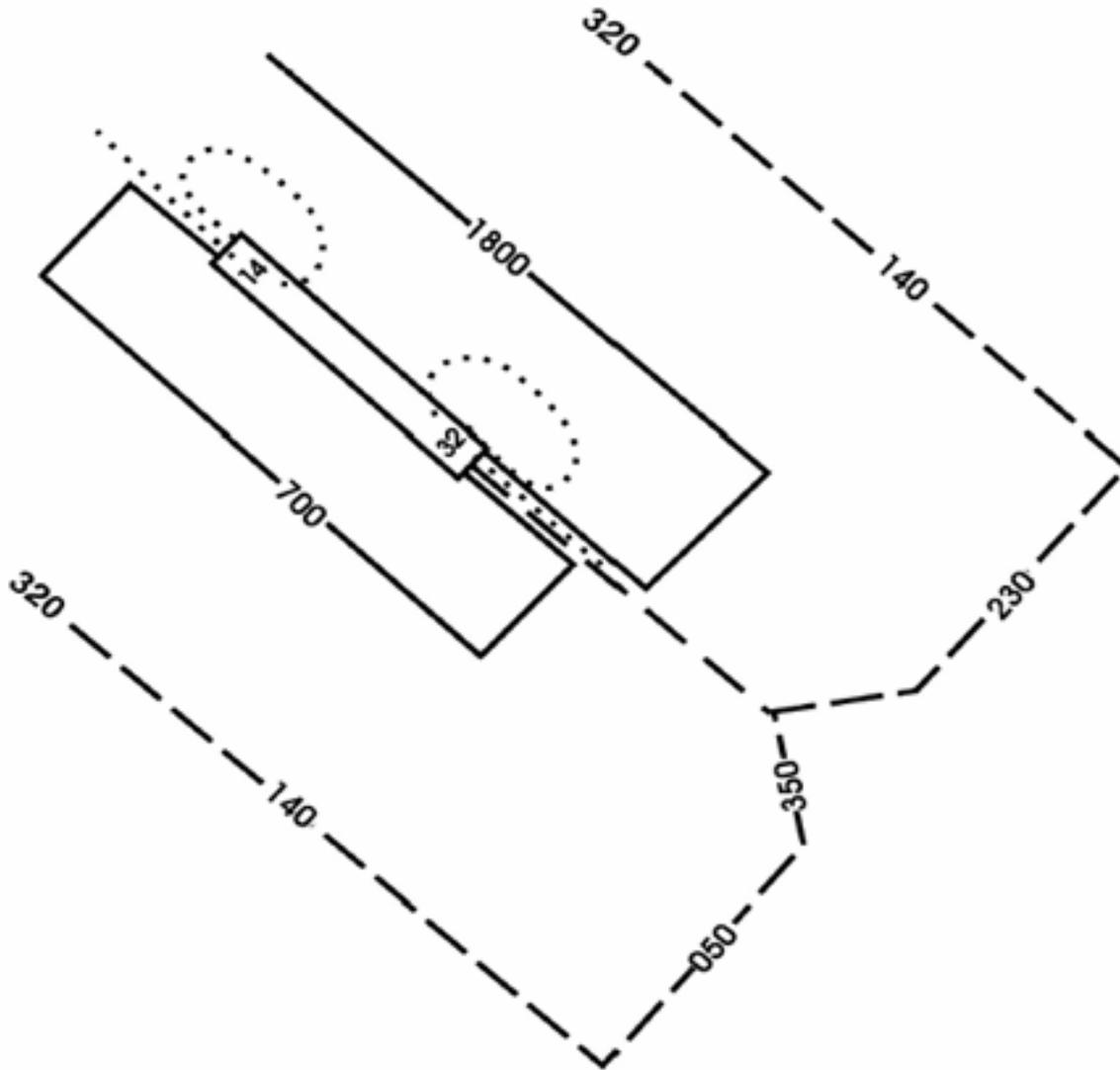
TRAFFIC PATTERNS RWY 1/19



RADAR	3000 FT.
OVERHEAD	2500 FT.
CONVENTIONAL RECTANGULAR	1800 FT.
AERO CLUB RECTANGULAR	700 FT.

Attachment 4

TRAFFIC PATTERNS RWY 14/32

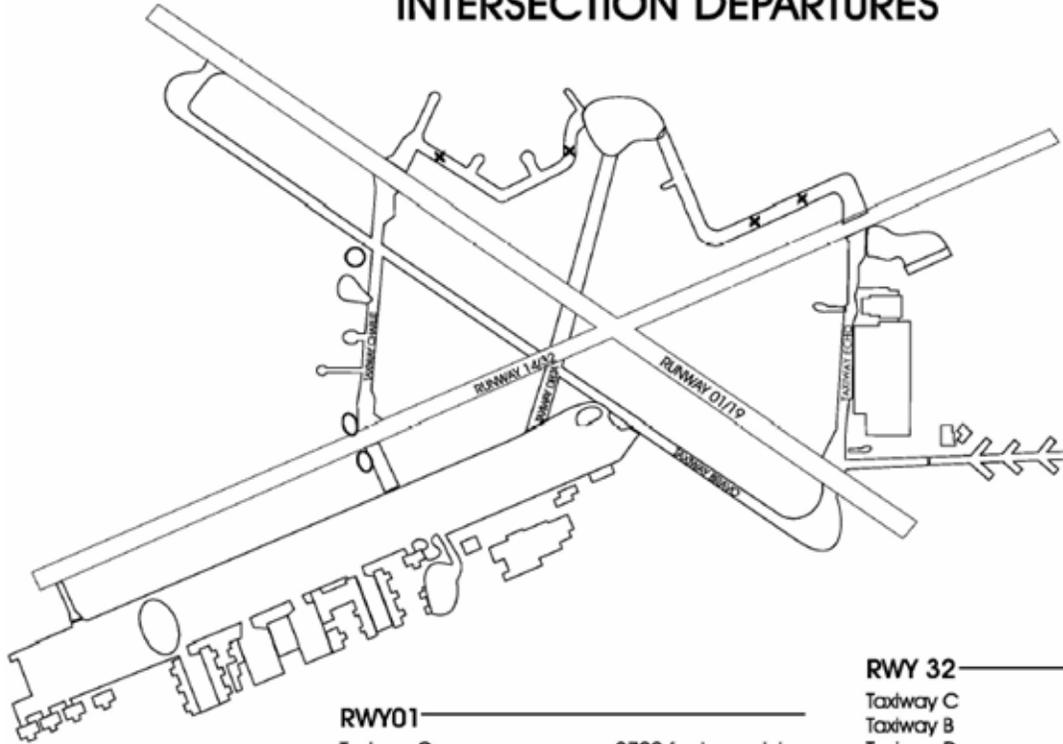


RADAR	3000 FT.
OVERHEAD	2500 FT.
CONVENTIONAL RECTANGULAR	1800 FT.
AERO CLUB RECTANGULAR	700 FT.

Attachment 5

INTERSECTION DEPARTURES

INTERSECTION DEPARTURES



**RWY01** \_\_\_\_\_

Taxiway C	2700 feet remaining
Taxiway D	5500 feet remaining
Runway 14/32 Intersection	6150 feet remaining

**RWY19** \_\_\_\_\_

Taxiway C	6900 feet remaining
Taxiway D	4100 feet remaining
Runway 14/32 Intersection	3450 feet remaining

**RWY 32** \_\_\_\_\_

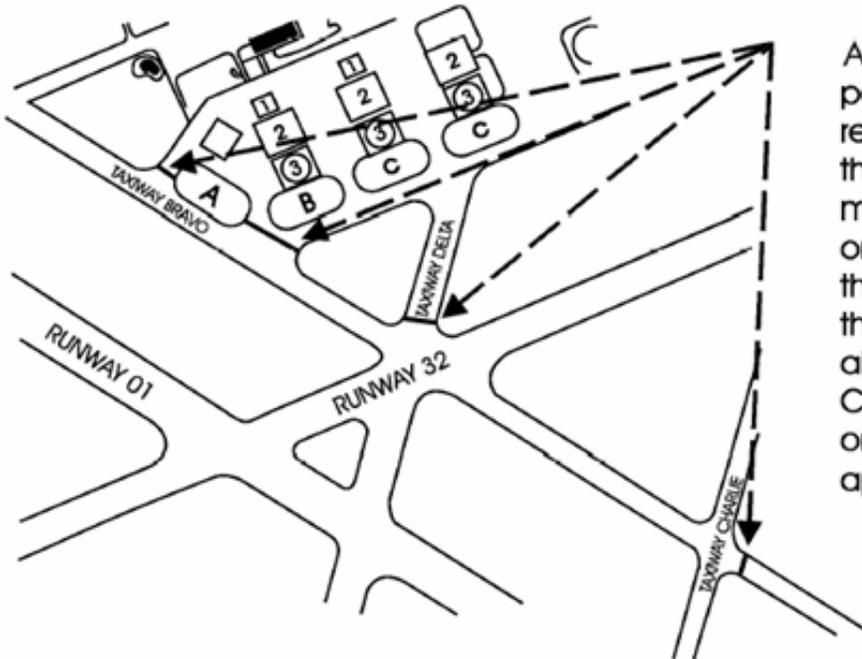
Taxiway C	Not authorized
Taxiway B	4100 feet remaining
Taxiway D	4300 feet remaining
Runway 01/19 Intersection	4900 feet remaining
Taxiway E	8400 feet remaining

**RWY14** \_\_\_\_\_

Runway 01/19 Intersection	5150 feet remaining
Taxiway D	5950 feet remaining
Taxiway B	6150 feet remaining
Taxiway C	8650 feet remaining
Taxiway E	Not authorized

## Attachment 6

## CATEGORY II ILS HOLD LINE

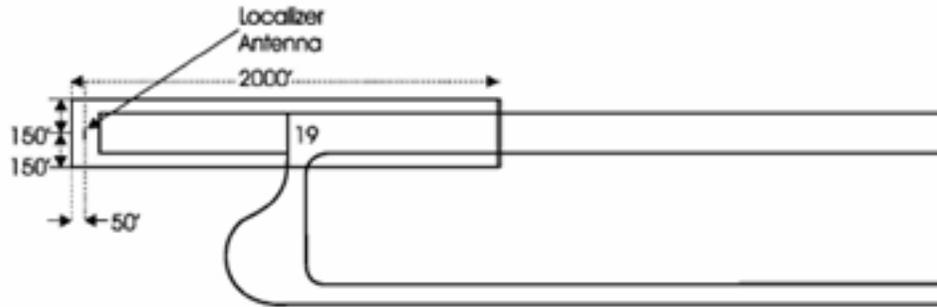


All aircraft will be held at the points depicted when the reported weather is less than CATEGORY ONE ILS minimums (ceiling at or less than 200 feet or the visibility is at or less than 1/2 mile), and an aircraft executing the CATEGORY II ILS is at or inside the final approach fix (PESKY)

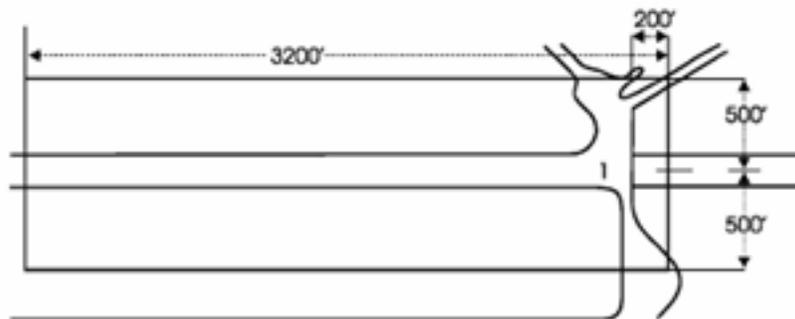
Attachment 7

CRITICAL AREAS ILS RWY 1

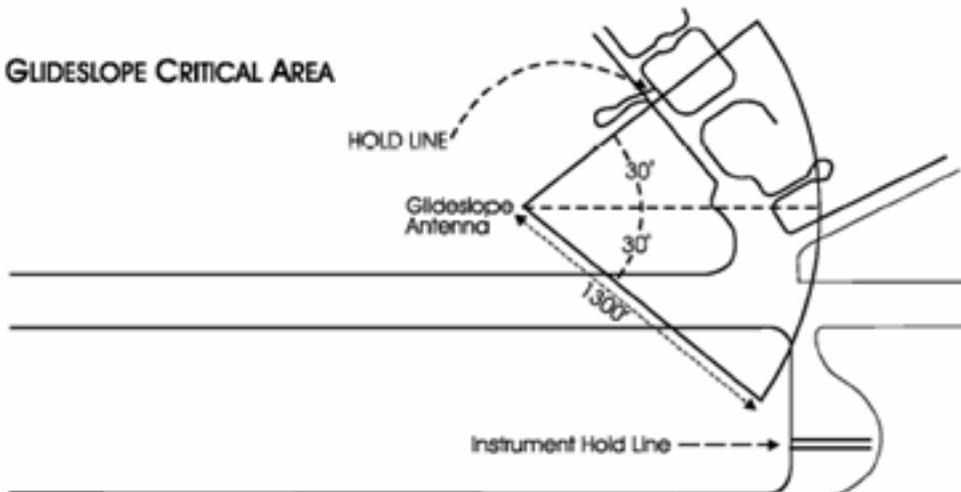
LOCALIZER CRITICAL AREA



TOUCHDOWN CRITICAL AREA

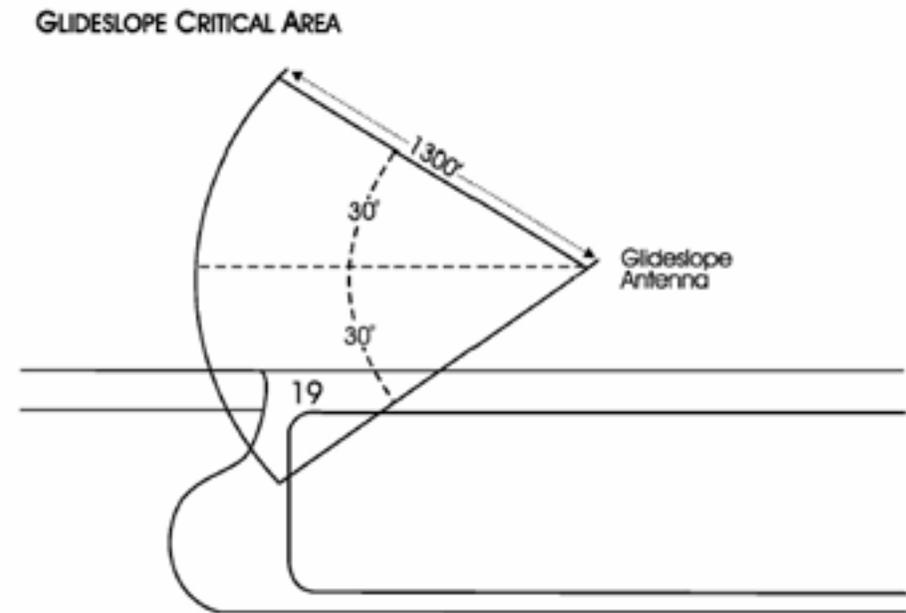
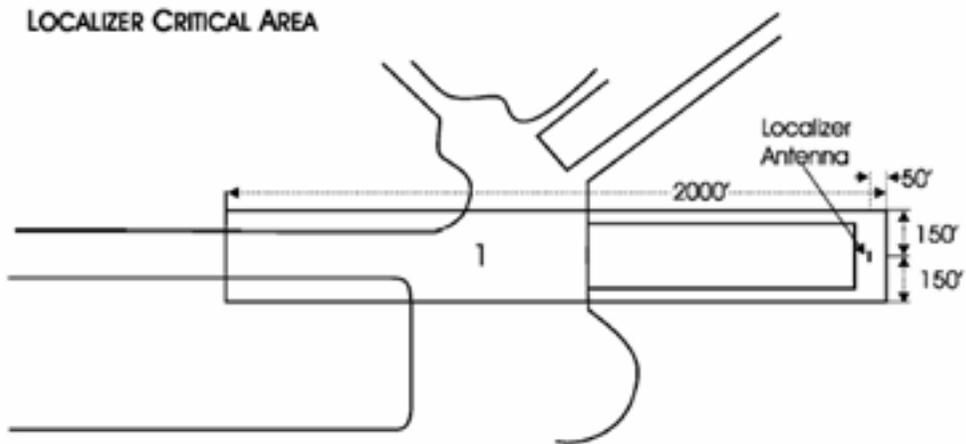


GLIDESLOPE CRITICAL AREA



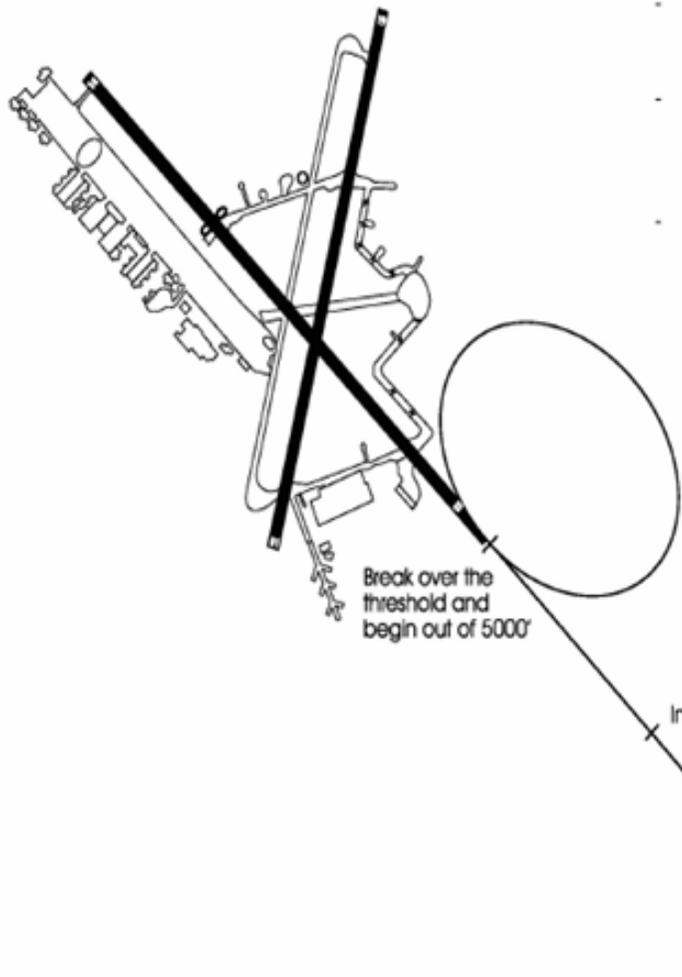
Attachment 8

CRITICAL AREAS ILS RWY 19



Attachment 9

HIGH INTIAL (RANDOM STEEP)

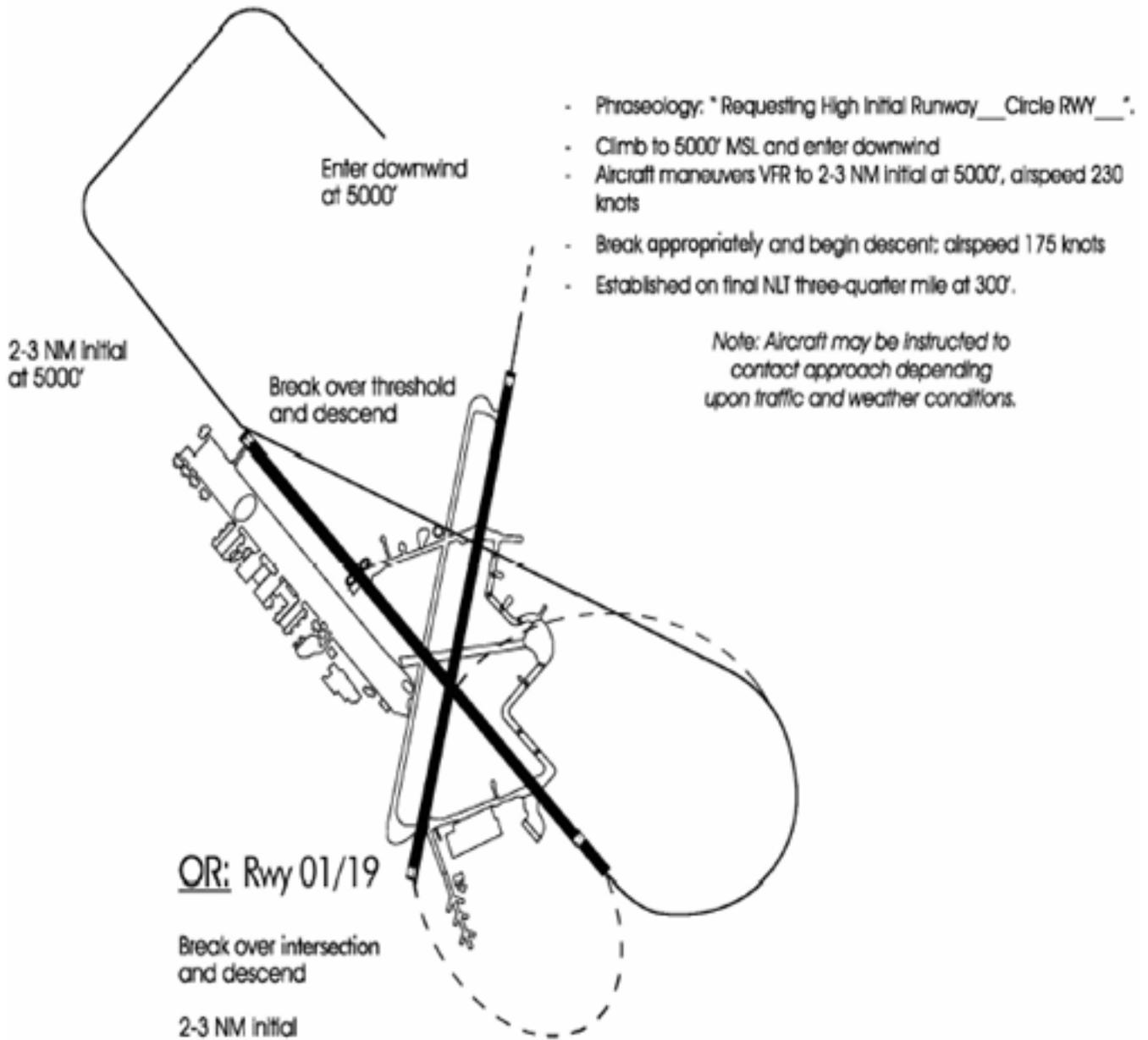


- Phraseology: "Requesting High Initial Runway\_\_\_",  
Maneuver VFR to 3-12 NM initial at 5000' MSL. Airspeed 230 knots.  
Maintain 5000' until break point.
- Break point is over the runway threshold, unless directed otherwise by pilot request. Controllers will not request aircraft to break at other than approach end unless required to preclude an emergency situation.
- Established on final NLT three quarter mile at 300'.

*Note: Aircraft may be instructed to contact approach depending upon traffic and weather conditions.*

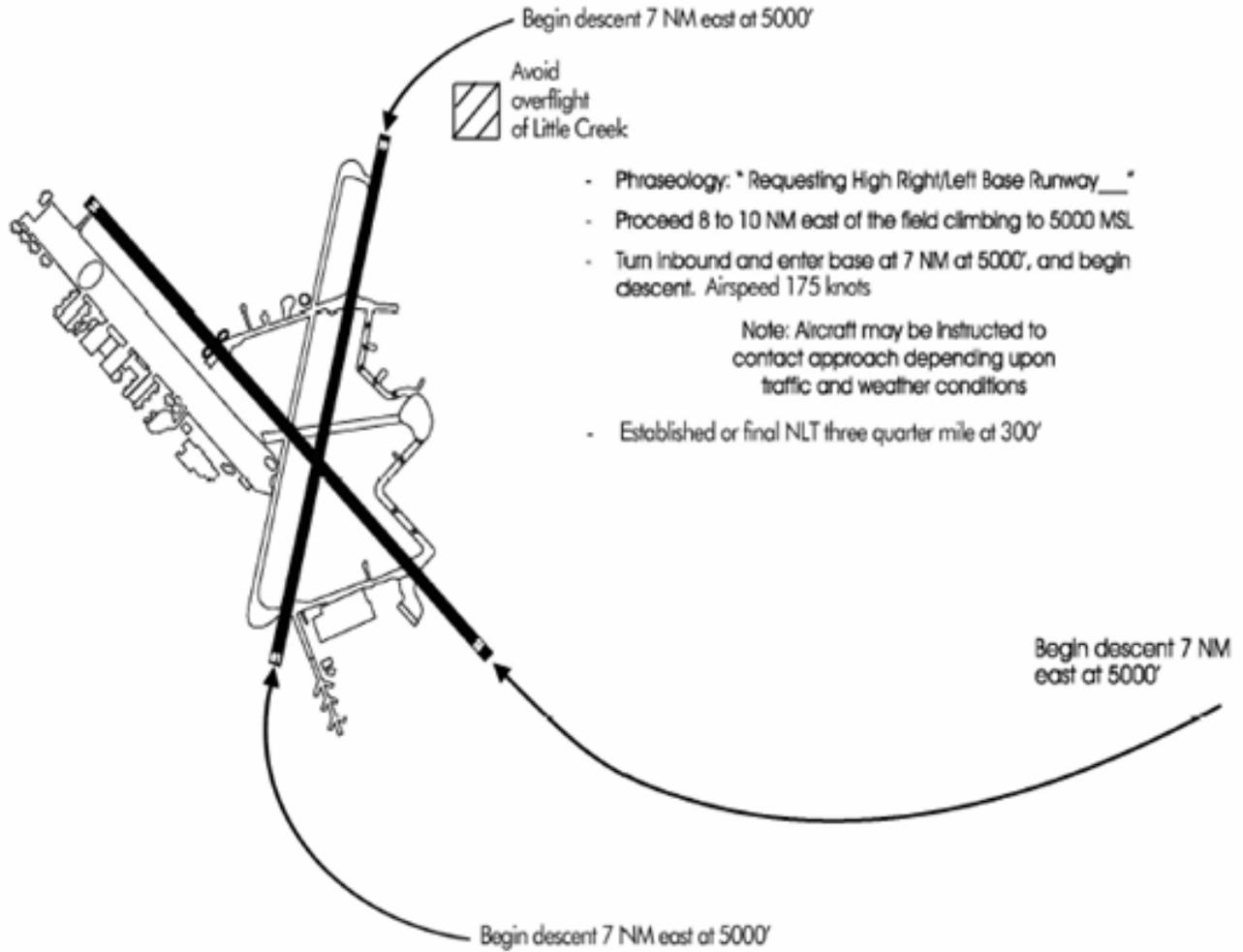
Attachment 10

HIGH INITIAL RWY XX CIRCLE RWY XX



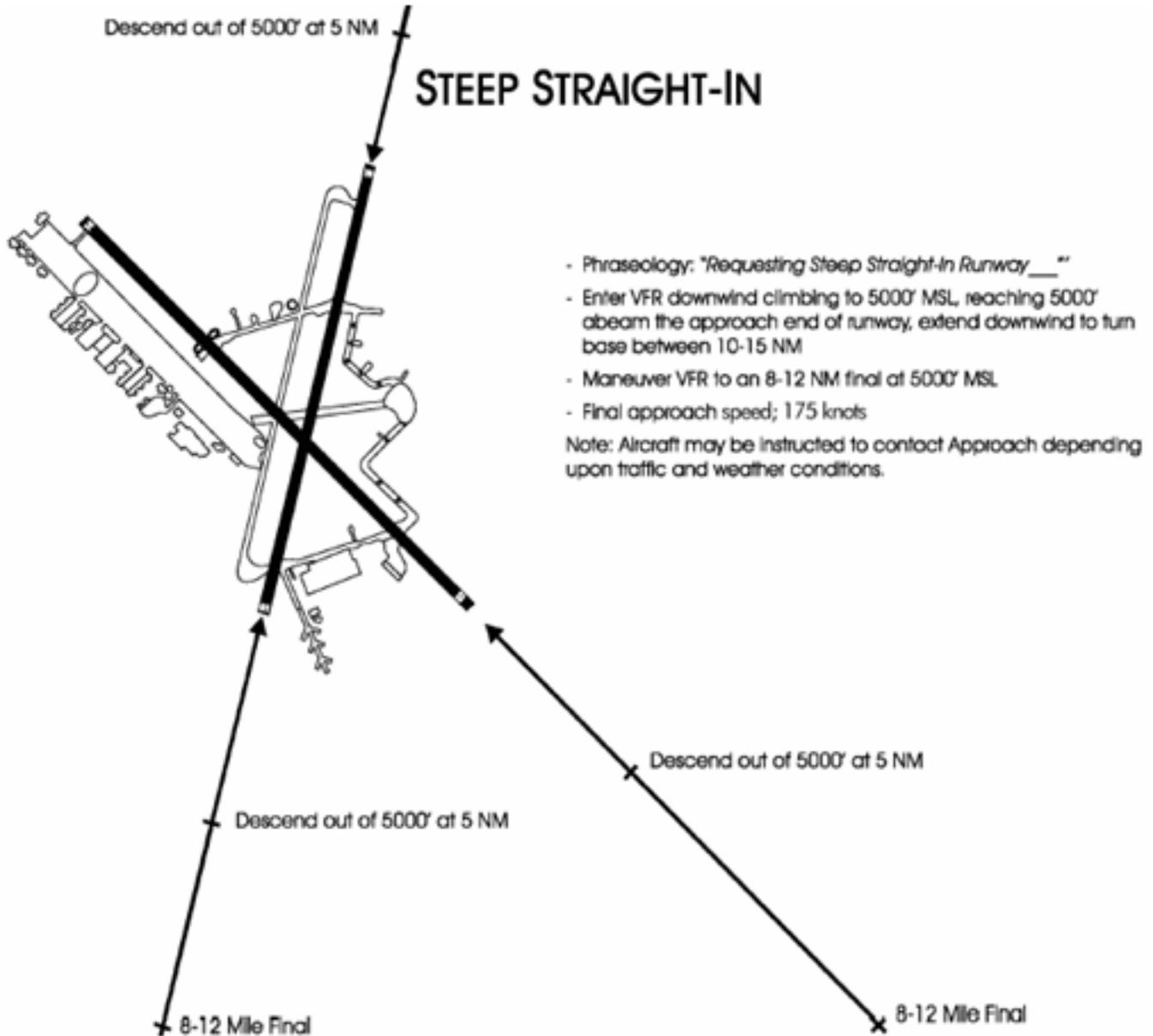
Attachment 11

HIGH RIGHT/LEFT BASE



## Attachment 12

## STEEP STRAIGHT-IN



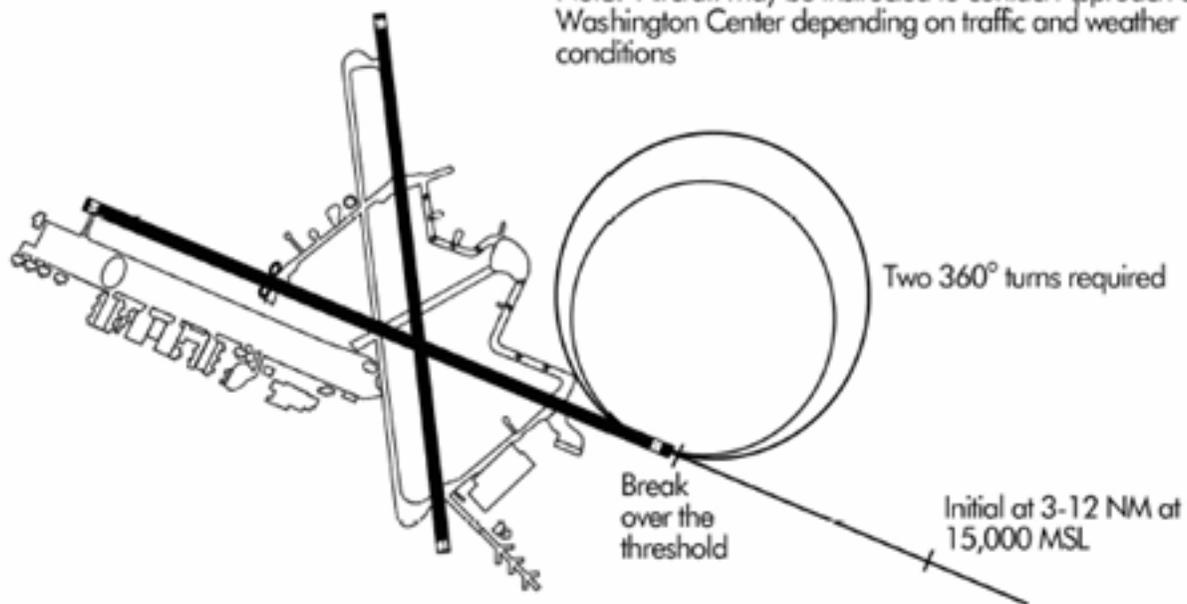
## Attachment 13

## ULTRA HIGH INITIAL (RANDOM STEEP)

- Phraseology: "Requesting Ultra High Initial Runway \_\_\_"
- Maneuver VFR to 3-12 NM initial at 15,000' MSL; airspeed 230 knots
- Maintain 15,000' until breakpoint
- Breakpoint is over the runway threshold, unless otherwise requested by pilot
- Established on final NLT three-quarter mile at 300'

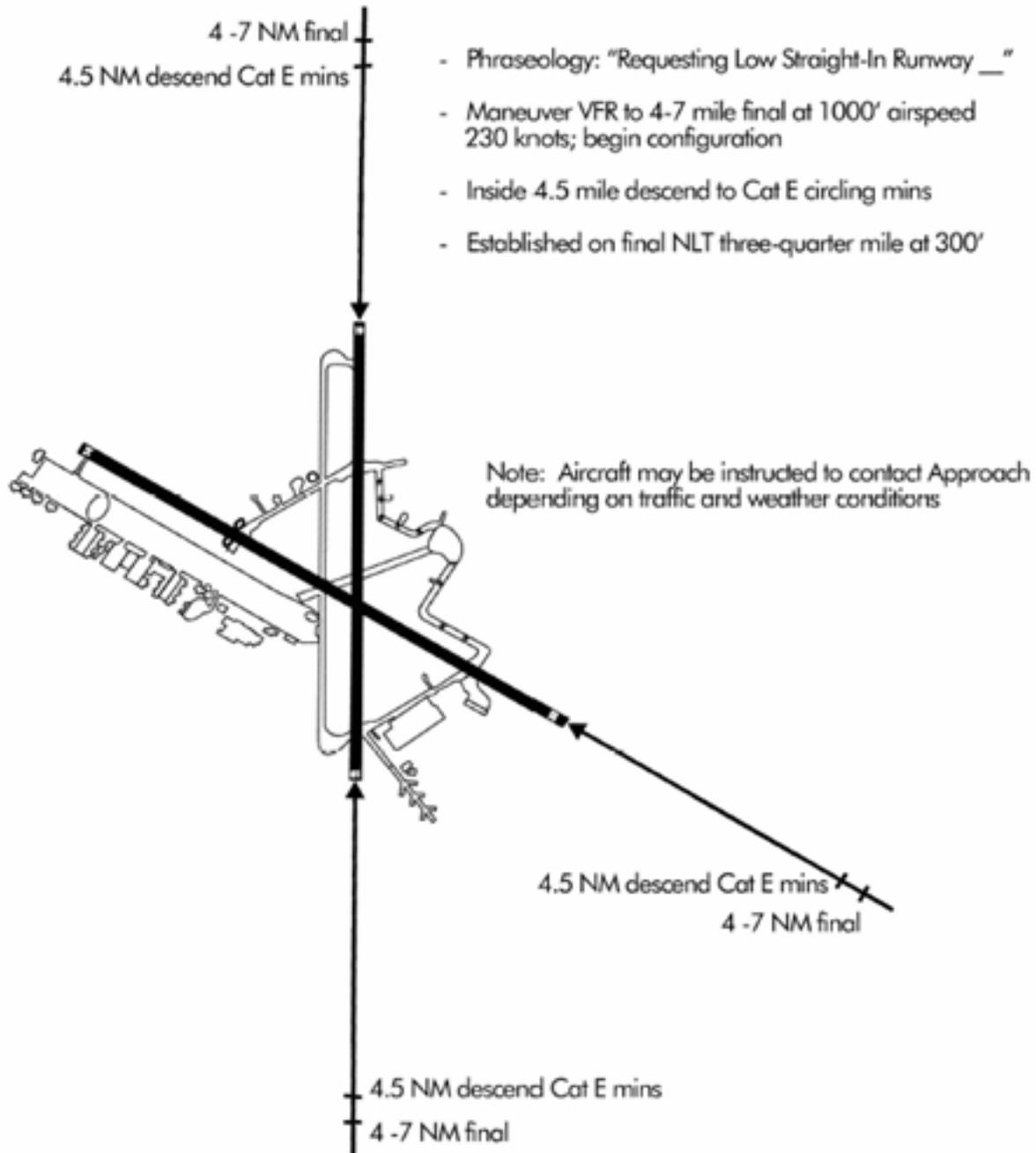
Note: Prior coordination with ATC is required before performing this maneuver

Note: Aircraft may be instructed to contact Approach or Washington Center depending on traffic and weather conditions



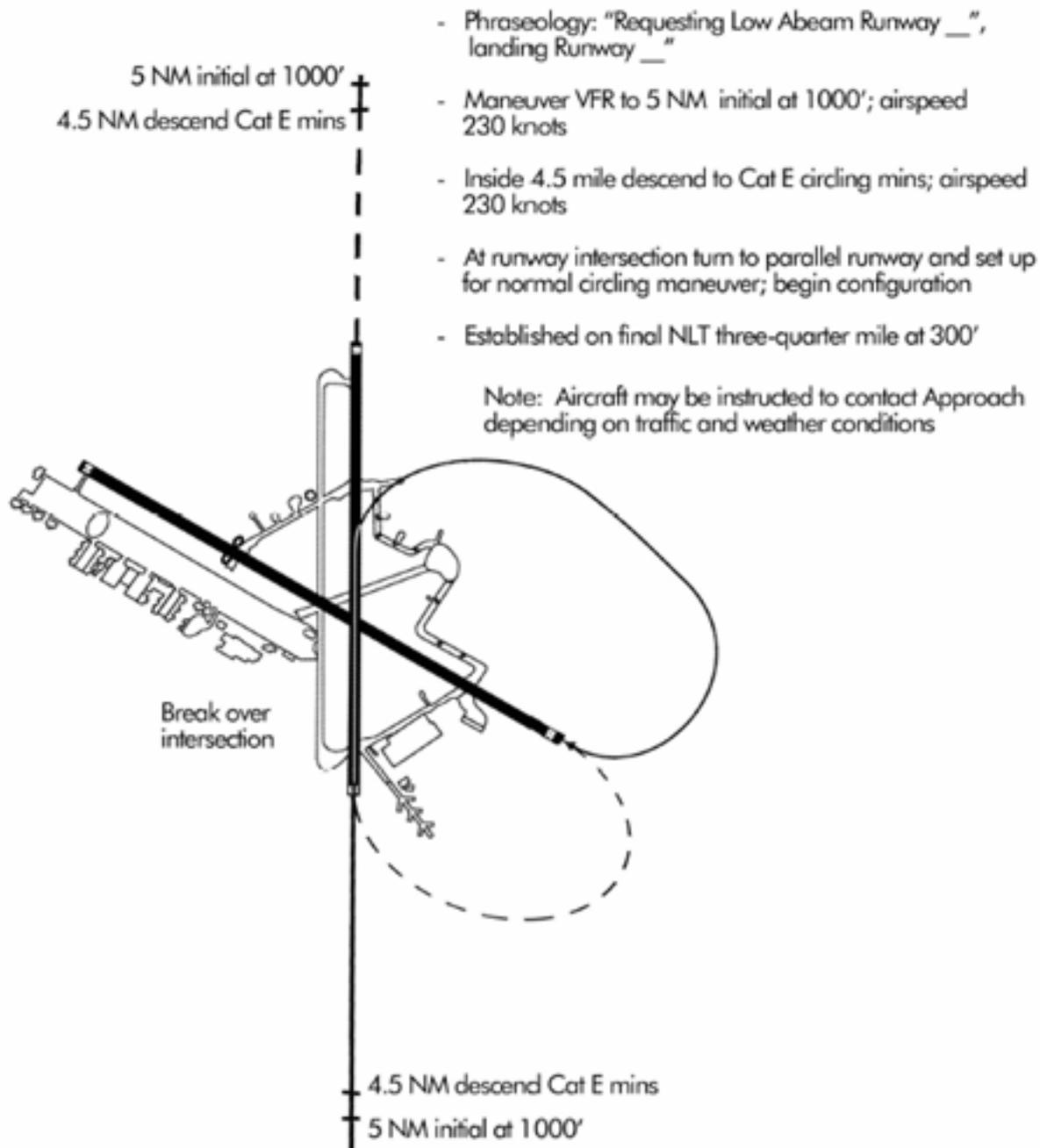
Attachment 14

LOW STRAIGHT-IN



Attachment 15

LOW ABEAM



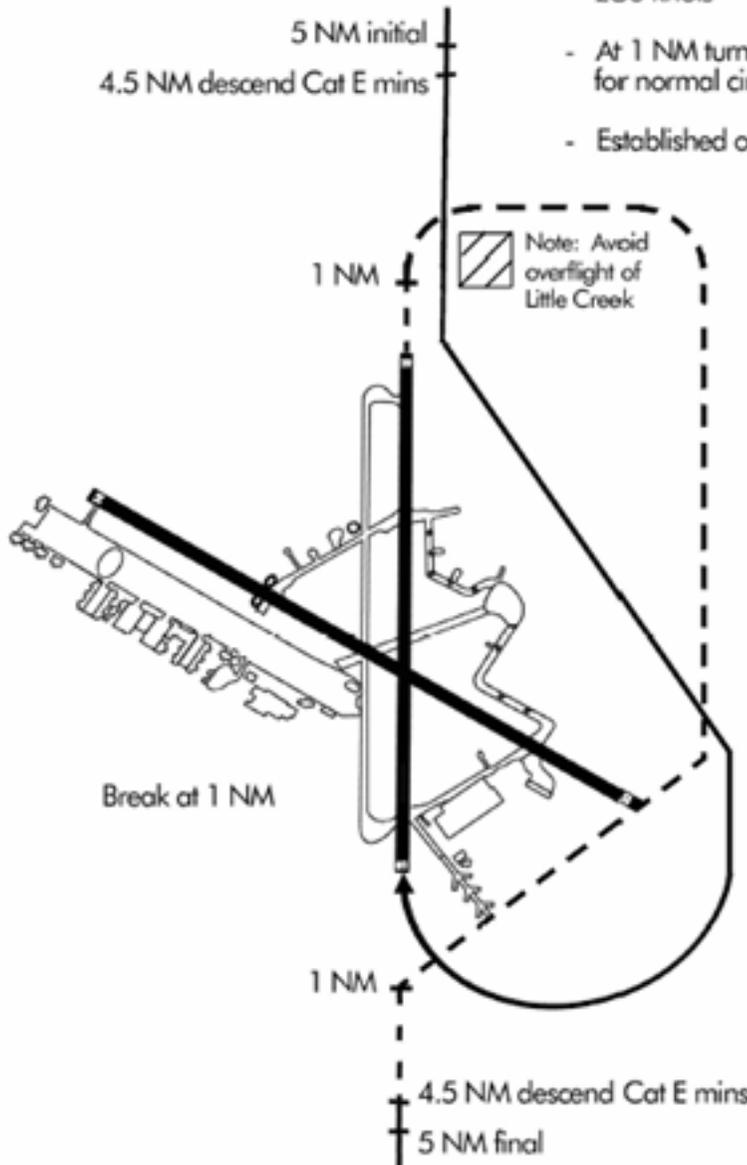
- Phraseology: "Requesting Low Abeam Runway \_\_", landing Runway \_\_"
- Maneuver VFR to 5 NM initial at 1000'; airspeed 230 knots
- Inside 4.5 mile descend to Cat E circling mins; airspeed 230 knots
- At runway intersection turn to parallel runway and set up for normal circling maneuver; begin configuration
- Established on final NLT three-quarter mile at 300'

Note: Aircraft may be instructed to contact Approach depending on traffic and weather conditions

Attachment 16

LOW TEARDROP

- Phraseology: "Requesting Low Teardrop Runway \_\_", landing Runway \_\_"
- Maneuver VFR to 5 NM initial at 1000'; airspeed 230 knots
- Inside 4.5 mile descend to Cat E circling mins; airspeed 230 knots
- At 1 NM turn to parallel runway and set up for normal circling maneuver; begin configuration
- Established on final NLT three-quarter mile at 300'



Note: Aircraft may be instructed to contact Approach depending on traffic and weather conditions

Attachment 17

SAMPLE QUIET HOUR REQUEST LETTER

4 July 2004

MEMORANDUM FOR MXG/CC \*

OG/CC

MSG/CC

AW/CC

IN TURN

FROM: 436 EMS/CC

SUBJECT: Quiet Hour Request

1. Request Quiet Hours for the Squadron Change of Command ceremony taking place on parking spot C.
2. Proposed Quiet Hours
  - Date: 1 Jul 00
  - Time: 1400-1430 local
  - Quiet Hour Option: Whiskey
3. Impact on flying operations:
  - a. Local Training: Minor. According to Capt Drew in Current Operations (x3437), one local training flight is scheduled to takeoff at 1415 L. His takeoff would need to be slipped to 1430 to meet quiet hour restrictions.
  - b. Mission departures/arrivals: None. According to SSgt Striver in the Command Post (x4201), no missions are scheduled to depart or arrive during the proposed quiet hour period.
  - c. Transient arrivals/departures: None. According to Mr. Holiday in Airfield Management Operations (x2861), no transient aircraft are planning to depart or arrive during the proposed quiet hour period.
4. If you have any questions, please contact me at x1234.

JOHN E. JONES, Lt Col, USAF  
Commander

1<sup>st</sup> Ind, 436 AW/CC

MEMORANDUM FOR 436 EMS

Approved/Disapproved

JAMES B. SMITH, Col, USAF

Commander

(\* Note: The first group in the "MEMORANDUM FOR" list should be that of the organization making the request.)

Attachment 18

AIRFIELD SIGNS



Figure 1  
**Airfield Sign indicating that you are approaching a Runway Instrument Hold Line (notice Red for Danger).**

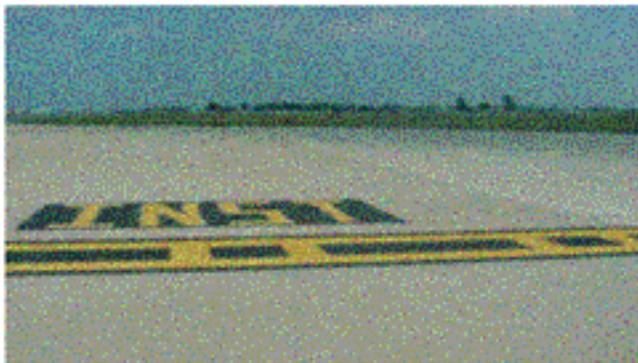


Figure 2  
**Airfield Marking used to denote an Instrument Hold Line – 650' from Runway edge.**



**Figure 3**  
**Airfield Sign that informs you are on Runway 32 and approaching Runways 01-19. Notice the red and black backgrounds – Red for danger, and Black background tells you the portion of concrete you are currently on.**



**Figure 4**  
**This picture indicates the South Ramp ("S") is to your left, and you are approaching an Instrument Hold Line.**



Figure 5

**This sign tells you that you are on Taxiway Bravo (black background) and you are approaching Taxiway Alpha (notice the arrow indicating general location, to the left).**



Figure 6

**This sign tells you that you are on Taxiway Bravo (black background), you are approaching Runway 01 (red background) and to use caution (red background).**



Figure 7

**A complicated sign that tells you four pieces of information. You are on Runway 32 (black background). You are approaching Taxiway Bravo to the very left (notice down arrow), Taxiway Delta to the left (notice up arrow), and Taxiway Bravo again to the right (notice arrow).**



Figure 8

**Airfield Marking depicting the location of a VFR Hold Line – 200' Runway edge.**

Attachment 19

ORM WORKSHEET

29/1900Z

ORM CATEGORY =

436 AW Airfield Operations ORM Worksheet

Attention Aircraft Commanders:

During BASH Phase II, bird conditions change rapidly.

Contact Tower/Approach for the latest BASH conditions.

FACTORS	0	5	10	20	30	Value
<b>Weather</b>						
X-Wind (kts) including forecast gust	X-Wind ≤ 15	15 < X-Wind ≤ 20	20 < X-Wind ≤ 25	25 < X-Wind ≤ 30	X-Winds >30	
Precipitation			Heavy Rain/Snow	Forecast Freezing Precip	Freezing Precipitation	
Ceiling (ft.)	Ceiling > 1500	600 ≤ Ceiling ≤ 1500	400 ≤ Ceiling < 600	200 ≤ Ceiling < 400	CEILING < 200	
Visibility (sm)	Vis > 3 sm	1¼ sm ≤ Vis ≤ 3 sm	¾ sm ≤ Vis < 1¼	½ ≤ Vis < ¾ sm	Vis < ½ sm	
Low-Level Wind Shear	None		Forecast	Reported ≤15 kts	Reported > 15 knots	
Lightning			Lightning Watch		Reported Lightning w/in 5NM	
Turbulence (SFC-050)		Light	Moderate		Severe	
icing (SFC-050)		Light	Moderate		Severe	
8-Hour Forecast Deterioration	No Deterioration	* Moderate Deterioration	* Rapid Deterioration			
<b>Airfield Operations</b>						
Snow Removal Ops	Removal Ops Not Needed/Expected	Removal Ops Expected/Ongoing (runway and all taxiways avail)	Removal Ops Ongoing (runway avail/ some taxiways avail)	Removal Ops Marginally Exceeds Accumulation	Accumulation Exceeds Removal Capability	
Runway Condition	Dry		Wet	Poor	NI	
Taxiway Braking Action	Good		Fair	Poor	NI	
Runway Status	All Runways Available		All Runways Available ( Men and equipment on or near runway)	Rwyy 01/19 Closed		
Wildlife/Avian Hazard on Landing Runway (BASH)	Phase I		Phase I			
Airfield Fire Protection	Full Capability		Reduced Capability		Emergency Capability	
<b>RAPCON</b>						
Approach Radar	Fully Operational			Radar Out/ Non radar procedures in effect (WX > 1500/3)	Radar Out AND WX < 1500 / 3 (either ceiling or vis)	
NAVAID Status	All in or ILS Out (WX>1500 / 3)	ILS Out (WX > 600 / 1¼ )	Glide Slope Out (200< Ceiling < 600) or (½ ≤ Vis ≤ 1¼ )	All Out (WX>1500 / 3)	All Out (WX<1500 / 3) either ceiling or vis	

NOTE: Any single Factor score of 20 is an automatic "Moderate" overall. Any single factor score of 30 is an automatic "High" overall.

ORM Score \_\_\_\_\_  
ORM Category \_\_\_\_\_

LOW	MODERATE	HIGH	CRITICAL
0-39	40-60	61-90	91 or greater

Maintain Awareness	Consider Mitigating Measures	Consider Delay/Diversion	Consider Closure
	- Call OSS - Contact Tower/ATIS	- Call OSS - Contact Tower/ATIS - Contact CP Call OG Leadership	- Call OSS - Contact Tower/ATIS - Contact CP Call OG Leadership OG call Wing/CC

Airfield Management performs highlighted actions

Version 8.2, 11 Dec 03