

**BY ORDER OF THE COMMANDER,
436TH AIRLIFT WING**



**DOVER AIR FORCE BASE
INSTRUCTION 21-103**

26 SEPTEMBER 2003

Maintenance

HANGAR DOOR SAFETY

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 436 MXG/MXQA (Mr. Alan Claycomb)

Certified by: 436 MXG/CC
(Colonel Maureen Cunningham)

Supersedes DAFBI 21-103, 29 August 2002

Pages: 5
Distribution: F

This Dover Air Force Base Instruction (DAFBI) implements policy of AFOSH STD 91-100, *Aircraft Flight Line Ground Operations and Activities*, AFI 21-101, *Aerospace Equipment Maintenance Management*, and AFI 21-101 AMC SUP 1. It provides guidelines and designates responsibility for training, qualification and documentation for personnel who operate, egress or ingress hangar doors, as well as outlining door signage requirements. This instruction will be used in conjunction with established AFOSH STDS listed below. This instruction applies to all 436th/512th Maintenance Group squadrons.

SUMMARY OF REVISIONS

This instruction has been updated with additional guidance. Building custodians are required to report hangar door discrepancies to Civil Engineering (CE) and hangar door status to the group facility manager. Group facility managers must report hangar door status to CE who in turn reports the status to the Wing Commander monthly. New AFOSH standard is listed as authority. Included is a list of hangars on Dover AFB with horizontal doors and the owning organization is reflected. Door checklists must now contain procedures for manual operation of power doors should the primary mode be inoperative. **A bar (|) indicates a change from the previous edition.**

1. Responsibilities.

1.1. Building custodians are responsible for ensuring hangar door serviceability in accordance with AFOSH STD 91-100, paragraph 7.2.3.

1.1.1. Building custodians will report any hangar door discrepancies immediately to CE.

1.1.2. Building custodians will be responsible for reporting hangar door status to the group facility manager.

1.1.3. Group facility managers will report hangar door status to CE, who will report the status to the Wing Commander monthly.

1.1.4. Building custodians will ensure minimum signage requirements outlined in AFOSH STD 91-100 and AFOSH STD 91-501, *Air Force Consolidated Occupational Safety Standard*, are maintained.

1.1.5. Building custodians will ensure “DANGER” sign is mounted next to all hangar door controls.

1.1.5.1. Overall sign dimensions will be 7 inches by 10 inches. “DANGER” must be printed on top in 1 7/16 inch white font IAW AFOSH STD 91-501, table 21.2. Message below “DANGER” must contain the following statement using black font, “Only qualified personnel authorized by their squadron commander may operate hangar doors.” The bottom of the sign must have reference to AFOSH STD 91-100, “IAW AFOSH STD 91-100, paragraph 7.2.3.4.”

1.1.6. Ensure all hazards are identified. All areas that pose a potential pinch point or crush area must be marked to ensure no one enters the area during door operation.

1.1.6.1. A 5 foot clear zone must be outlined on the floor with a 3 inch yellow and black striped line. Inside the clear zone must have identical diagonal lines. All sides visible when approaching hazard area must have a 14 inch by 20 inch “DANGER” sign painted on the floor just outside of the lined area IAW AFOSH STD 91-501 paragraph. 21.4.4.5, figure 21.1, and table 21.2. The sign must be placed so that it can be read when approaching the hazard area. “DANGER” must be printed on top with 2 7/8 inch white font. The message below “DANGER” must contain the following statement, “HAZARDOUS AREA – STAND CLEAR DURING DOOR OPERATIONS.”

1.1.7. Ensure door control panels are marked appropriately.

1.1.7.1. Directional arrows IAW AFOSH STD 91-100, paragraph 7.2.3.2. must be present and understandable. Luminescent or reflective directional arrows will be placed adjacent to each switch and on horizontal sliding doors to indicate the direction of door travel for each corresponding switch.

1.1.8. The following is a list of hangars on DAFB with horizontal doors and their owning organizations.

BLDG 711	MXG
BLDG 706	MXG
BLDG 945	MXG
BLDG 714	MXG
BLDG 715	MXG
BLDG 716	MXG
BLDG 792	MXG
BLDG 789	MUSEUM
BLDG 1301	MUSEUM

BLDG 1315	CE
BLDG 582	WING/XP
BLDG 914	CE
BLDG 918	CE
BLDG 922	AERO CLUB

1.2. Squadron Safety.

1.2.1. Develops and maintains door operating checklists and will post checklists at each hangar door control panel. Door checklists will also contain procedures for manual operation of power doors in the event that the primary mode is inoperative.

1.2.1.1. Develops and maintains a list of qualified/authorized hangar door operators to be posted on the hangar doors.

1.2.1.1.1. Hangar door operator lists will be updated annually as a minimum or as required to maintain currency.

1.2.1.1.2. Hangar door operator lists posted on hangar doors must be signed by squadron commanders. No handwritten additions will be authorized.

1.2.2. Ensure supervisors are aware of their requirement to document hangar door training on trainees AF Form 55, **Employee Safety and Health Record**.

1.3. Group and Squadron Training Offices.

1.3.1. Jointly develops standardized hands-on OJT training program for all personnel who operate electric and manual hangar doors. As a minimum, qualification training will include hangar door hazards, emergency procedures, and hangar door operations.

1.3.1.1. Develops standardized awareness training for all personnel who work in hangar facilities but do not need to operate electric or manual hangar doors. As a minimum, awareness training will include hangar door hazards and emergency procedures.

1.3.1.2. Squadron training will document hangar door training in G081 for maintenance personnel. Each hangar on base will have its own local G081 course code.

1.3.1.2.1. For all other personnel not tracked in G081, squadron commanders will forward a letter to Wing Safety listing qualified and authorized door operators for each hangar.

1.3.1.3. Squadron training will ensure all hangar door training is also documented on AF Form 797, **Job Qualification Standard Continuation/Command JQS**, for all personnel trained/qualified as hangar door operators.

1.3.2. Quality Assurance will be the OPR for outlining responsibilities and procedures for safe operation of hangar doors.

1.4. Hangar Door Operators.

1.4.1. Hangar door operators must be on the hangar door operators list posted on the hangar doors being operated.

1.4.2. Hangar door operators will be familiar with procedures outlined in AFOSH STD 91-100, Chapter 7.

1.4.3. Doors must be operated IAW local checklist posted on the hangar doors being operated.

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

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 21-101 & AFI 21-101 AMCSUP1, *Aerospace Equipment Maintenance Management*

AFOOSH STD 91-100, *Aircraft Flight Line Ground Operations and Activities*

AFOOSH STD 91-501, *Air Force Consolidated Occupational Safety Standard.*

Abbreviations and Acronyms

AFOOSH STD—Air Force Occupational Safety and Health Standard

IAW—In Accordance With

OJT—On the Job Training

OPR—Office of Primary Responsibility