

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



**DOVER AIR FORCE BASE  
INSTRUCTION 21-105**

**19 NOVEMBER 2003**

**Maintenance**

**FOREIGN OBJECT DAMAGE (FOD)  
PREVENTION PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This Dover Air Force Base Instruction (DAFBI) outlines procedures and responsibilities for the Foreign Object Damage (FOD) Prevention Program for the 436th and 512th Airlift Wings. This instruction supplements AFI 21-101, Chapter 18, *Special Programs*. Compliance with this DAFBI is mandatory by all agencies and maintenance organizations assigned under the 436th and 512th Airlift Wings. All personnel (military, civilian and contractors) working in, on, around, or traveling through areas near aircraft, munitions, AGE, engines, loading and unloading cargo, or components thereof, will comply with FOD prevention.

**1. FOD Prevention Committee/Squadron FOD Prevention Monitors.**

1.1. For the purpose of FOD prevention at Dover AFB, the FOD Prevention Committee will meet quarterly, or as directed by the 436 AW/CV. When available, the committee meetings will take place in the 436 AW headquarters conference room (Bldg 201). The specific dates and times of the committee meetings will be announced in advance. Primary and Alternate FOD Prevention Managers will be appointed by their squadron commanders. The name, grade, office symbol and duty extension of these committee representatives will be forwarded to the 436 MXG/MXQA, FOD Prevention Manager, in the form of an appointment letter and updated yearly, or as necessary. Squadron FOD Monitors will attend FOD Prevention Committee meetings and consolidate FOD monthly data and forward it to the 436 MXG/MXQA within 5 working days from the first of each month. Data will include tire changes due to FOD and lost tools.

**2. FOD Prevention.**

2.1. All maintenance and/or inspections in the engine inlet will require the use of protective rubber matting and pocket-less coveralls. All pockets must be emptied and any jewelry (watches) removed before putting on the pocket-less coveralls, which will be the outer most layer of clothing. The coveralls will be worn completely and not tied off at the waist. Any time fan blockers are removed for maintenance or flight, a complete FOD inspection shall be documented and performed; this will include

entry into the engine inlet and exhaust areas to inspect for foreign objects or evidence of damage. Post engine run FOD inspections will be conducted after all maintenance engine runs.

2.2. All aircraft parking spots will be policed for foreign objects and debris prior to aircraft block-in and after aircraft block out. Prior to towing an aircraft from any hangar or parking spot, the aircraft tow supervisor is responsible for ensuring the tow path is clear of foreign objects or debris and the hangar or parking spot being towed to is also clear of foreign objects.

2.3. All vehicles frequenting the flight line will be equipped with FOD containers and will be emptied at the end of each shift. FOD containers will be secured to the vehicle and be equipped with a lid stenciled with the word FOD, in contrasting letters, that will be two inches or larger. Staff vehicles and vehicles that do not transient flight line on a regular basis, may not be equipped with FOD containers.

2.4. At the end of each maintenance activity or at the end of each shift, when work has terminated, ensure the work area has been clear of all work residue or foreign debris. All serviceable work order residue will be returned to supply or to the unit's bench stock.

2.5. Rags will be a controlled and issued item. Rags will be issued in lots determined by the unit's Composite Tool Kit (CTK) monitor. Rags will never be used as a cap or plug device for openings.

2.6. Aircrew and load crew members must account for all equipment and personal items to include any government issued items after each loading/flight and ensure any items lost are annotated in the aircraft AFTO Form 781A, **Maintenance Discrepancy and Work Document**. Aircrew members will identify personal (issue) equipment (i.e., headsets, flashlights, Leatherman, etc) with minimum of first initial, last name, squadron and last four of SSN. This does not include personal issue clothing.

2.7. When maintenance personnel perform preparation for flight duties removing fan blockers, pitot covers, panel integrity, etc., they will ensure the flight deck is clean of all maintenance debris and foreign objects.

2.8. When performing fan stopper operations, personnel will exercise extreme caution and will use proper equipment as to not damage engine fan blades.

2.9. All personnel working in the aircraft, engine, AGE, munitions, loading and unloading of cargo, or components in an industrial maintenance area will ensure all loose items of clothing (scarves, baseball caps, etc), are accounted for. Hairpieces, metal hair fasteners, earrings or jewelry that may fall off without notice are not authorized in these areas. Personal items such as cell phones, beepers or other electronic devices will be the responsibility of the individual and will be accounted for. Local squadron policy will also apply.

2.10. The airfield manager will be made aware of all deteriorating airfield surfaces. The airfield manager can be reached at Airfield Management Operations.

### **3. FOD Investigations and Reporting.**

3.1. When FOD has occurred or is suspected on an aircraft, aircraft tires or aircraft engine, the following procedures will apply: The affected maintenance squadron will contact 436/512 MXG/MXQA and Maintenance Operations Center (MOC) within 1 hour after discovery. 436/512 MXG/MXQA will initiate the FOD incident/investigation, prepare a detailed report and send it to the 436/512 MXG/CC for further disposition. Squadrons may be tasked to provide assistance to 436/512 MXG/MXQA during investigations.

#### 4. FOD Prevention Walks.

4.1. Weekly FOD prevention walks will normally be conducted on Thursday, on or about 0800 hours, weather permitting. The Wing FOD prevention manager will make the determination to cancel the FOD walk in case of inclement weather and reschedule for Friday. Notification will be made through the MOC to all participating squadrons no later than 0730 the morning of the walk. Squadron commanders may adjust FOD walk times to insure adequate coverage, however, a FOD prevention walk must be completed each week.

4.2. Squadron areas of responsibility during weekly FOD Prevention walks are as follows:

4.2.1. 436/512 AMXS Transient Maintenance – Aircraft parking spots “A” thru “D” row.

4.2.2. 436/512 AMXS AMUs – Aircraft parking spots and taxiways from “E” thru and to include “CC” row.

4.2.3. 436/512 AMXS All Flights – South Ramp, Hazardous Cargo Area, “Christmas Tree” Area and Compass Rose. All FOD walks for these areas are conducted on an as needed basis. Police for foreign object debris prior to and immediately after any aircraft movement in these areas. The FOD walk will include the entire aircraft movement path within these areas.

4.2.4. 436/512 AMXS AMUs – Inside hangar 706 and the outside wash rack when an aircraft is present.

4.2.5. 436 EMS – The area between Hangars 706 and 711 and between Hangars 711 and 714. Also, the areas between and around Bldgs 779 and 778 to extend to the middle of the vehicle/AGE parking yard shared with 436 LRS (Vehicle Management Flight). This area is commonly referred to as the “Transportation/AGE yard.”

4.2.6. 436 CMS – The area between Hangars 714 and 715.

4.2.7. 436 APS – The area between Atlantic Ave and the flight line, from Bldg 501 to the outdoor wash rack, particularly the flight line side of Bldg 505.

4.2.8. 436 MOS (MQTP) – Walk the area around Bldgs 704, 706, 582 and 585 to include the outside aircraft wash rack only if the aircraft wash contractor has finished or the spot is empty. 436 AMXS will be responsible for conducting a FOD prevention walk if an aircraft is being washed or is not completed during the 436 MOS FOD walk. **NOTE:** If student manning permits, MQTP will assist 436 AMXS personnel, if requested.

4.2.9. 436 LRS – The POL truck yard and the area between Hangars 792, 793, 794 and 2nd St, from the flight line to Atlantic Ave. 436 LRS (Vehicle Management Flight) - The areas between and around Bldgs 780 and 781, to extend to the middle of the vehicle/AGE parking yard shared with 436 CMS. This area is commonly referred to as the “Transportation/AGE yard.”

4.3. 436 CES – Temco Ramp Sweepers. All ramp sweeper operations will be controlled by Airfield Management Operations and will follow the established sweeper schedule. Production superintendents will contact base operations and coordinate unscheduled sweeper requirements.

4.4. AMXS vehicle section, located in Hangar 793, maintains and controls the FOD sweepers. These sweepers are available for sign out and use by all maintenance squadrons.

JOHN I. PRAY, JR., Colonel, USAF  
Commander

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

AFI 21-101, Chapter 18, *Special Programs*

AFI 21-101, AMCSUP 1, *Aerospace Equipment Maintenance Management*

***Abbreviations and Acronyms***

**AMU**—Aircraft Maintenance Unit

**AMXS**—Aircraft Maintenance Squadron

**APS**—Aerial Port Squadron

**AVE**—Avenue

**BLDG**—Building

**CMS**—Component Maintenance Squadron

**CTK**—Composite Tool Kit

**DAFBI**—Dover Air Force Base Instruction

**EMS**—Equipment Maintenance Squadron

**FOD**—Foreign Object Damage

**LRS**—Logistics Readiness Squadron

**MOC**—Maintenance Operations Center

**MOS**—Maintenance Operations Squadron

**MQTP**—Maintenance Qualification Training Program

**MXG**—Maintenance Group

**MXQA**—Maintenance Group Quality Assurance

**POL**—Petroleum, Oil, and Lubricants