

**BY THE ORDER OF
THE BASE COMMANDER**

**GRAND FORKS AIR FORCE BASE
INSTRUCTION 10-102**

29 MARCH 2004

Personnel

**ALERT PLANNING FACTORS &
PROCEDURES (OPLAN 8044-FY)**



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction provides unit alert planning factors and operating procedures necessary to conduct COMAMC OPLAN 8044-FY alert operations safely and efficiently. It implements AMCI 10-450 procedures and applies to all personnel and organizations that perform alert duty or provide support to Grand Forks' Alert Force. This instruction will be used as a guide when giving the assumption of alert briefing to crew members.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

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Chapter 1

ADMINISTRATION

1.1. Concept. This instruction provides guidance in adapting USSTRATCOM alert procedures to local conditions to ensure alert aircraft and crews are in a constant state of readiness and capable of immediate response. The basic tenants of Operational Risk Management (ORM) will be followed in the application of the instruction. This instruction is based upon several assumptions outlined in the classified section of the 319 ARW Supporting Plan 8044-FY.

1.2. Operations Security (OPSEC). OPSEC is the process of identifying critical friendly information and analyzing friendly actions related to operations, acquisition, and other activities to identify those actions that can be observed by potential adversaries and determine indicators that could be collected and synthesized to derive critical information in time to be useful to an adversary and eliminate or reduce to an acceptable level the vulnerabilities of friendly information to adversary exploitation.

1.2.1. In regard to this plan, it is important to note that the following items are on the wing critical information list and should be afforded the appropriate protection:

1.2.1.1. The meaning and values of codewords and reference times.

1.2.1.2. All intelligence indicators and information. This includes neither confirming nor denying information from public news sources.

1.2.1.3. Locations, types, quantities, readiness status, aircraft configuration and status, deployments, details of movements, LIMFACs, vulnerabilities, personnel, and aircraft.

1.2.1.4. Mission specific information including but not limited to routing, timing, forces, action points, receiver types, etc.

1.2.1.5. Generation, regeneration response times, manpower, force size, composition, resources, LIMFACs, and vulnerabilities.

1.2.1.6. Aircraft and crew limitations, scheduling details, tactics, and threats.

1.2.1.7. Authentication system/types, procedures to use them, LIMFACs, and vulnerabilities.

1.2.1.8. Impact of conventional operations to OPLAN 8044 tasking and vice versa.

1.2.1.9. Concept of operations, including execution circumstances, operating locations, order of battle, resources required, tactical maneuvers, actions, objectives, LIMFACs, and vulnerabilities.

1.2.1.10. Reaction times, intervals, and sequence of events.

1.2.1.11. The existence, location, and operations of OPLAN 8044 support teams.

1.2.1.12. Mission objectives.

1.2.1.13. Access controls and requirements for entry and movement in controlled/restricted areas.

1.2.1.14. Security system capabilities/vulnerabilities.

1.2.1.15. Security for response timing.

1.2.2. It is imperative that all personnel involved with OPLAN 8044 alerts practice proper OPSEC. This includes aircrew, CAT members, maintenance and support personnel. Personnel should keep discussions on alert actions in areas cleared with personnel who have a need to know.

1.3. Explanation of Terms.

1.3.1. Alert Facility. Bldg 807, also called the "main building" is the primary residence for maintenance/administrative personnel and the alert crews.

1.3.2. Alert Force Manager. An NCO who acts as wing liaison with unit operations and support functions in all matters pertaining to the operation of the Alert Facility.

1.3.3. Alert Force. Alert aircrews, OPLAN 8044 configured aircraft, and assigned crew chiefs.

1.3.4. Alert Force Controller. Individual assigned to an around-the-clock 7 days per week work force at the alert facility whose primary responsibilities are crew notification and tracking.

1.3.5. Alert Crew Checklists. Checklists and instructions published in applicable flight manuals for alert operations.

1.3.6. Alert Notification. The standard alert crew notification system utilizing KLAXON, UHF/hand-held/TAAN radios, and/or administrative telephones.

1.3.7. Alert Routes. Designated routes in this instruction used by the alert force for day-to-day travel and when responding to alert notification ([Attachment 3](#)).

1.3.8. Alert Route Lights. Alert route lights are to warn the base populous that an alert response is in progress.

1.3.9. Alert Vehicles. Fast ride vehicles assigned to the alert force for transportation during their alert tour.

1.3.10. CMF. Combat mission folders.

1.3.11. "Cocked" Aircraft. An OPLAN 8044 configured aircraft that has been preflighted and declared "cocked-on" by an alert crew, and one in which all required alert crew checklist items have been accomplished.

1.3.12. Dakota Force. Survival launch force used to maximize protection of aircraft assets during OPLAN 8044.

1.3.13. Destination List. List of OG/CC approved locations with an operable KLAXON which crews on unrestricted alert may visit. The Destination List is maintained by the Alert Force Controller.

1.3.14. KLAXON. A KLAXON is a distinctive sounding horn providing base-wide alert crew notification.

1.3.15. Launch Able Aircraft. A previously "cocked" aircraft capable of meeting alert launch timing but in an intermediate condition between "cocked" and "un-cocked" while undergoing maintenance or refueling. Alert crews will respond upon alert notification and take actions to prepare the aircraft for immediate launch.

1.3.16. Non-optimum Runway. At GFAFB, runway 17.

1.3.17. Optimum Runway. At GFafb, runway 35. The runway based on airfield layout that will be used for all OPLAN 8044 launches unless aircraft takeoff capability prohibits its use. The optimum runway does not necessarily mean the active runway.

1.3.18. SFCC. Security Forces Control Center.

1.3.19. COMAMC OPLAN 8044. AMC Commander's plan to support USSTRATCOM's Operational plan 8044.

1.3.20. OPLAN 8044 Configured Aircraft. An operationally ready aircraft, which has been serviced, configured, and completely pre-flighted for OPLAN 8044 alert.

1.3.21. Tactical Aircrew Alert Net (TAAN). An FM communications network used for alert force notification.

1.3.22. "Un-cocked" Aircraft. A previously "cocked" aircraft that is subsequently relieved from alert sortie line coverage by a scheduled replacement or cannot be launched as an alert sortie because of maintenance or operational reasons

1.4. References for Alert Force Operations.

AFI 31-101 Vol 1	319 ARW ISP 31-FY (S)
AMCI 10-450 Vol 1(S), Vol 2 (S), Vol 3 (S), & Vol 4(U)	OPLAN 501-XX AFI 11-2KC-135 Vol 3, Addenda B (S)
AMCI 10-202 Vol 5 (S)	GFafb 31-101
EAP-STRAT Vol 5 (S)	319 ARW Alert Aircraft Repositioning Plan (AARP) (S)
USSTRATCOM 512-1 (S), 512-2 (S)	War-fighter's Handbook OPLAN 8044 Checklist For Aircrews
319 ARW Supporting Plan 8044-FY (S)	

Chapter 2

PERSONNEL

2.1. Key Staff Support Personnel.

2.1.1. The Wing Commander (WG/CC) is the alert force commander. The alert force commander is responsible for the proper operation and capability of the alert force.

2.1.1.1. The alert force commander delegates operational authority to the Operations Group Commander (OG/CC) and the Maintenance Group Commander (MXG/CC) for their respective alert force area of command.

2.1.2. The air refueling squadron commander(s) will furnish OPLAN 8044 ready crews for alert force duties.

2.1.3. The 319 ARW/XPO (Wing Operations Plans) will construct, issue, and maintain accountability of Combat Mission Folder (CMF) material to alert crews.

2.1.4. The 319 ARW/XPO is responsible for:

2.1.4.1. Training and lesson plan oversight for Alert Force Controllers (the Alert Force Manager will train the Alert Force Controllers).

2.1.4.2. Monitoring the alert force controllers' OJT program.

2.1.4.3. Development and maintenance of the Assumption of Alert and daily morning briefings.

2.1.5. The alert force manager, appointed by the 319 OG/CC, is responsible for management of the alert facilities, training the alert force controllers, supervising alert force operations, and coordinating activities in support of the alert force.

2.1.5.1. The alert force manager acts as wing liaison with unit operations and support functions on all matters pertaining to the operation of the alert force. Authorization is granted to coordinate directly with the interested unit/agency having a responsibility in support of the alert force.

2.1.6. The assistant alert force manager, when appointed by 319 OG/CC, will act for the alert force manager on all matters pertaining to the operation of the alert facility during alert generations.

2.1.6.1. In the event the designated assistant alert force manager is unavailable, the XPO boom operator will act as the assistant alert force manager during wing generations, until the OG/CC appoints one.

2.1.7. Command Post and MOC (Maintenance Operations Center) are the coordinating agencies for both operations and maintenance, respectively.

2.1.7.1. The Command Post is responsible for execution of the alert force and training local aircrews in Command and Control and OPLAN 8044 reporting procedures.

2.1.7.2. The MOC is the coordinating agency on all matters concerning maintenance of alert aircraft.

2.1.8. The 319 OSS/OSAC (Crew Communications) will assemble and issue required communication documents and FLIP publications to alert force crews.

2.1.9. Security Forces Squadron (SFS) is responsible for securing Protection Level 1, 2, and 3 resources IAW AFI 31-101 and GFAFBI 31-101. The 319 SFS will provide armed response to crew billets in case of emergency.

2.1.10. The Chief of Services is responsible for ensuring that food service is provided for alert crewmembers.

2.2. Assignment and Scheduling.

2.2.1. Operations and Maintenance will:

2.2.1.1. Furnish fully qualified aircrews and ground crews for alert duty in accordance with schedules established by their respective scheduling offices.

2.2.1.2. Prepare GFAFB Form 41 for all alert crews, crew chiefs, and substitutes, and distribute one original signed copy to XPO during generations or prior to crews assuming alert (see paragraph 8.5.).

2.2.2. If applicable, the scheduling office (319 OSS/OSO) will prepare and publish alert changeover schedules and will assign crews from resources of the tanker squadrons. They will notify the squadrons who will, in-turn, notify the personnel concerned of any changes to the published alert schedule.

2.3. Personal Appearance.

2.3.1. Alert air and ground crews will report for duty wearing the prescribed flight suits or BDUs IAW AFI 36-2903. During duty hours, civilian clothing will not be worn while on alert. After hours in the alert facility, civilian clothing is authorized. However, flight suits or BDUs must be readily available. After hours outside the alert facility flight suits and BDUs will be worn (i.e. at the Airey Dining Facility).

2.3.2. When crew members are actively engaged in recreational activities, athletic clothing may be worn. Crew will wear flight suits to and from recreational facilities, except where dressing facilities are unavailable.

2.3.3. Flight suits/BDUs may be carried, or pre-positioned in the aircraft. Flight suits/BDUs will be donned as soon as possible after responding to the aircraft. Before exiting the aircraft, aircrew members and crew chiefs will be in uniform.

2.4. Tour Length, Concept, and Restrictions.

2.4.1. The maximum "crew" alert tour length is 7 consecutive days.

2.4.2. Crews going on alert will be afforded 12 hours crew rest prior to reporting for scheduled alert duty. This may be waived under real world circumstances, when necessary (IAW AMCI 10-450 Vol 4).

2.4.3. Crews, on a selective basis, may be scheduled to fly immediately following or on the first day following an alert tour. Time between alert and flying will not be considered Combat Crew Rest and Recuperation (CCRR). CCRR will begin immediately following crew duties.

2.4.4. Crews must be granted CCRR for alert duty. CCRR must be equal to at least 50 percent of the total time spent on alert.

2.5. Lodging. Aircrew members and ground support personnel will be billeted as follows or as designated by OG/CC:

- 2.5.1. The alert facility management will assign quarters and room numbers before crews assume alert and post them on the crew locator board maintained in the alert facility controller's office in building 807.
- 2.5.2. Each person on alert is responsible for keeping common use areas in a neat and orderly fashion.
- 2.5.3. Alert Force members will keep bedrooms in a neat, orderly condition at all times during the day.
- 2.5.4. Alert Force members will report broken or damaged furniture to the alert controller immediately.
- 2.5.5. Crew members/crew chiefs will not move furniture from one room to another room.
- 2.5.6. During winter months a snow shovel and ice scrapers will be located in the entrance to building 807. Resident crew members and crew chiefs are responsible for clearing the immediate entrance area/sidewalks of snow and ice.
- 2.5.7. Complaints regarding the Alert Facility services will be brought to the attention of the Alert Force Manager. All complaints will be followed up and a verbal or written response will be given to the Alert Force member making the critique.
- 2.5.8. Quiet hours will take precedence over all unofficial activities at 2200. Quiet hours will be enforced between 2200 and 0730.

2.6. Food Service Procedures.

- 2.6.1. Aircrew and ground support crews may dine in the Airey Dining Facility, Bldg 315.
- 2.6.2. Current hours of operation for the dining facility will be briefed during the assumption of alert briefing or can be obtained from the Alert Facility Controller or Airey dining facility.
- 2.6.3. Alert personnel on Basic Allowance for Subsistence will be charged for meals in accordance with applicable directives (cost of the meal plus surcharge).
- 2.6.4. Cooking in microwave ovens supplied by alert management is authorized. Other types of cooking are not permitted in the alert facility. Crewmembers and crew chiefs on alert are responsible for insuring the cleanliness of the microwave ovens. Furthermore, alert crewmembers and alert crew chiefs can use the refrigerator and/or freezer located in the Alert Facility. All food items stored in the refrigerator and/or freezer will be labeled with name and date. All refrigerators and freezers will be checked after changeover and all food items over 6 days old will be discarded.

2.7. Special Services.

- 2.7.1. Chaplain. The base chaplaincy will be available for "on call" ministrations and counseling needs.
- 2.7.2. Personal/Recreational Services. Recreational items are available and should be checked out through Services. The alert force controller and alert force manager will coordinate checkout with Services upon crew request.

2.8. Crew Substitution (DNIF, DNIA, Emergency). Only valid emergency circumstances or approval by OG/CC can justify relief of an alert crewmember during his/her alert tour. When circumstances arise, requests will be verified by the squadron commander or operations officer. The squadron commander or operations officer, after verifying the need, will arrange for substitution with the concurrence of the OG/CC. (**NOTE:** If the crewmember being relieved is incapacitated, causing degradation of an alert sortie, the ARW/CC and Command Post must be kept advised until a qualified substitute is in place.) Individual substitutions may be made from available crewmembers and spare crewmember resources, provided that:

- 2.8.1. The individual is qualified and current in accordance with the existing crew training directives.
- 2.8.2. The individual has been certified OPLAN 8044 capable.
- 2.8.3. Required OPLAN 8044 sortie study will be accomplished as soon as practical if the substitution occurs during normal duty hours or the next duty day immediately following aircraft preflight if the substitution occurs after normal duty hours or on a weekend.

2.9. Freedom of Movement.

2.9.1. Alert crew(s) are authorized freedom of movement to only the specified locations identified in **Attachment 1** of this instruction.

2.9.1.1. The aircraft commander is responsible for the movement of their crew and will manage the crew's movements to ensure proper response timing.

2.9.2. Any time alert crewmembers depart the alert facility they will:

2.9.2.1. Carry operable and reliable TAAN radios. Crews will receive a TAAN radio check when assuming alert and prior to leaving the alert facility.

2.9.2.2. Use a fast ride vehicle and travel along designated alert routes (See **Attachment 3**).

2.9.2.2.1. Any time one or more crewmembers are in the alert facility, sufficient fast ride vehicles will be available in the alert facility parking lot to assure transportation to alert aircraft.

2.9.2.3. Check that their destination is authorized and the KLAXON is operable, if available.

2.9.2.4. Inform the alert force controller of the destination. Upon arrival and prior to departure from your location, call the alert force controller.

2.9.2.5. Sign out to one location at a time. Before going to a new destination, notify the alert force controller of next location.

2.9.2.6. Proceed directly to the aircraft if an alert is sounded.

2.9.2.7. Ensure office personnel in facilities visited are aware of your presence and alert status so that you can be readily contacted.

2.9.2.8. Return to the alert facility any time the alerting device at your location becomes inoperative.

2.9.3. Alert crew freedom of movement is subject to the following restrictions:

2.9.3.1. Crews/individuals will not drink alcoholic beverages while on alert or within 12 hours prior to assuming alert.

2.9.3.2. Crews will respond in alert vehicles as fast as safety permits (not to exceed 10 mph of the posted speed limit). Extreme caution will be exercised during all responses, especially during inclement weather conditions.

2.9.3.3. Flight crews will not split up and go to more than one location with only one vehicle and TAAN radio.

2.9.3.4. At all locations where crews are authorized freedom of movement but lack an operable KLAXON, one crew member will be designated to monitor alerting devices and be positioned at or near the telephone to enable expeditious crew notification/response. A back-up phone number will be passed to the alert force controller, if available. This procedure must be approved by OG/CC on a case-by-case request. The Airey Dining facility is currently approved.

2.9.3.5. Alert force members are not allowed in base housing or the dormitories.

2.10. Restricted Alert. Crewmembers are limited to the alert facility (Bldg 807), Airey Dining Facility, and their assigned aircraft, unless specific instructions or directions from Command Post are given.

Unrestricted Alert. Locations available are listed in [Attachment 1](#).

Chapter 3

ALERT FACILITY STAFF

3.1. Key Personnel.

Wing Commander (WG/CC)

Operations Group Commander (OG/CC)

Maintenance Group Commander (MXG/CC)

Alert Force Manager

Assistant Alert Force Manager

Senior Ranking Officer (SRO) on alert

3.2. Organization.

3.2.1. The WG/CC is the alert force commander and has overall responsibility for the alert force.

3.2.2. The OG/CC and MXG/CC have operational and maintenance responsibility, respectively.

3.2.3. The 319 ARW/XPO is responsible for monitoring the alert force controllers' OJT program.

3.2.4. The alert force manager is responsible for management of the alert facilities, training the alert force controllers, supervising alert force operations, and coordination of activities supporting the alert force.

3.2.5. The assistant alert force manager is responsible for the coordination of activities supporting the alert force and management of the alert facilities. He/she will act for the alert force manager in the event of the alert force manager's absence.

3.2.6. The Senior Ranking Officer (SRO) is responsible for the leadership and supervision of the alert crews.

3.3. Specific Duties.

3.3.1. The alert force manager is responsible for:

3.3.1.1. Supervising the alert force controllers.

3.3.1.2. Acting as wing liaison with unit operations on all matters pertaining to the operation of the alert force/facility.

3.3.1.3. Ensuring alert aircraft access rosters (GFAFB Form 41 for crew members) are available to security forces personnel for the initial daily alert briefing by XPO. Call the 319 OG/UDM to accomplish any changes or updates to access rosters.

3.3.1.4. Coordinating all directives.

3.3.2. Assistant alert force manager is responsible for:

3.3.2.1. Being capable of fulfilling all alert force manager duties (as stated above) in his/her absence.

- 3.3.2.2. Administrating the physical setup of the alert facility.
- 3.3.2.3. Performing all supply related duties of the alert facility.
- 3.3.2.4. Conducting administrative duties.
- 3.3.2.5. Notifying Command Post and OG/CC when any part of the alert facility is jeopardized or degraded.
- 3.3.2.6. Accomplishing administrative duties as directed by the alert force manager.
- 3.3.3. Alert force controllers will:
 - 3.3.3.1. Ascertain that each individual on alert duty has responded to an alert. Telephone those away from the facility, and accomplish all items on the applicable alert facility monitor checklist.
 - 3.3.3.2. Preannounce crews to alert aircraft through Security Forces Control Center (SFCC).
 - 3.3.3.3. Check all rooms and common areas for fire hazards and classified material after all personnel have responded to an alert and all telephone and other notifications have been completed.
 - 3.3.3.4. Report alert facility KLAXON operation checks to the Command Post.
 - 3.3.3.5. Maintain a log of events, list "out of the ordinary" calls (brief summary of the conversation) and list unusual events that occur (time, brief description, action taken). The alert force manager will be notified immediately of unusual events.
 - 3.3.3.6. Know the location of each individual on alert duty.
 - 3.3.3.7. Know authorized locations for alert force travel.
 - 3.3.3.8. Maintain the crew sign out log.
 - 3.3.3.9. Turn-in forms 2039 and cash to the flight kitchen for the AARP crews' meals as well as a projected meal delivery time. Meals should be ordered 2 hours in advance of time required.
 - 3.3.3.10. Prepare a list of all individuals lodged with social security numbers and room assignments.
 - 3.3.3.11. Maintain 24-hour manning of alert force controller desk. The alert force manager will schedule applicable duty shifts for relief of alert force controllers.
 - 3.3.3.12. Assume duties of the assistant alert force manager, if required.
- 3.3.4. Functions of the Senior Ranking Officer (SRO) on alert are:
 - 3.3.4.1. Supervise the alert force IAW this and other pertinent regulations and OIs. He/She will not make exceptions to base regulations or OIs without prior approval of the 319 OG/CC.
 - 3.3.4.2. Select the duty crew for each day of alert.
 - 3.3.4.3. Pay particular attention to security. Unauthorized personnel will be removed from the alert facility.
 - 3.3.4.4. Cleanliness of the alert facility. The alert force manager or the SRO on alert will monitor the alert facility regularly for cleanliness.
 - 3.3.4.5. Notify the alert force manager/alert force controller of any problems encountered.
 - 3.3.4.6. Give the daily alert briefing after the first day.

3.3.4.7. The SRO will ensure that DD Forms 365-4, Weight and Balance Forms, and Flight Orders are filed in the aircraft evacuation folder in the alert controller's office after the last aircrew has checked in.

3.3.5. Functions of the Alert Duty Crews are:

3.3.5.1. To assist the SRO in fulfilling his/her responsibilities.

3.3.5.2. Additional duties are as follows:

3.3.5.2.1. Daily briefings (if alert force manager or SRO is not present).

3.3.5.2.2. Time hacks (if required).

3.3.5.2.3. Completion of takeoff data slide, done twice daily based on twelve hour forecast (per Para 4.5).

3.3.5.2.4. Ensure that vehicle windshield covers and engine heaters are properly used during the winter season (1 Nov-30 Apr) or as weather dictates.

Chapter 4

OPERATIONS

4.1. Alert Procedures. In the event of an aircraft generation, the alert force manager will take necessary actions to lodge, feed, and provide for the security of the alert force. If there is no appointed alert force manager at the time of generation, the assistant alert force manager and XPO will coordinate the following:

4.1.1. Lodging.

4.1.1.1. All alert crew members and assigned crew chiefs will be lodged in building 807.

4.1.1.2. Crews will be billeted in rooms next to each other to the maximum extent possible.

4.1.2. Messing. All crews may dine at the Airey Dining Facility, Bldg 315.

4.1.3. Transportation and Vehicle Disposition.

4.1.3.1. The Logistics Readiness Squadron will deliver the appropriate number of alert vehicles (as identified in 319 ARW Support Plan to 8044-FY) to the parking lot north of Bldg 607 and give the keys to Crew Control (OSS/OSK).

4.1.3.1.1. These vehicles will be capable of transporting 5 passengers and their equipment and be equipped with chocks.

4.1.3.1.2. Vehicles will provide a covered area for all crew equipment and be capable of being secured.

4.1.3.2. The Logistics Readiness Squadron will be notified by the Command Post to meet any arriving backfill crews and transport them to Bldg 607.

4.1.4. Briefing:

4.1.4.1. The daily crew briefing for alert crewmembers will take place in building 807 (the Alert Facility) main briefing room no later than 0800L on weekdays and 1000L on weekends and holidays. An XPO representative will prepare and give the first briefing. All subsequent daily alert briefings will be prepared and given by the Senior Ranking Officer, or their designated representative, unless extenuating circumstances prevent this from occurring.

4.1.4.2. Topics covered will include: weather, airfield conditions, distance recognition codes, intelligence updates, duress words and applicable maintenance items.

4.2. Aircrew Changeover Procedures. On-coming crews will receive the assumption of alert briefing no later than 0800L on weekdays and 1000L on weekends and holidays in the briefing room of building 807. No daily alert briefing will be given on changeover day.

4.2.1. After the briefing, off-going crewmembers will take the on-coming crew to their aircraft using group preannouncement procedures (see Para 8.6.). The off-going crew will prepare to download their personal equipment and prepare to accept the on-coming crew's personal equipment.

4.2.1.1. The off-going aircraft commander will brief the on-coming aircraft commander on the aircraft condition, maintenance problems, etc.

4.2.1.2. The on-coming boom operator will inventory CMF mission materials and sign the XPO Form 625, Mission Material Inventory. After the on-coming boom operator signs the XPO Form 625, the on-coming crew is officially on alert.

4.2.1.3. The boom operator will also accept all communications kit materials (COMSEC) by initialing for each item listed on the Standard Form 153 and signing the bottom of it. The off-going boom operator will deliver this signed receipt to 319 OSS/OSAC to document the transfer of responsibility for the COMSEC materials.

4.2.1.4. The off-going crew will not depart the aircraft until all changeover actions have been completed and the on-coming aircraft commander has released them.

4.2.1.5. Upon a supersession of COMSEC or Flight Information Publications (FLIP) documents, 319 OSS/OSAC personnel will deliver the new materials to each sortie's COMSEC responsible officer. The Command Post will be notified by 319 OSS/OSAC upon completion of COMSEC supersession change out. The 319 OG/CC will be notified for information purposes only by the 319 OSS/OSAC when FLIP documents become outdated.

4.2.1.6. Crews will verify the presence of pre-positioned life support equipment and the on-coming aircraft commander or designated representative will then certify such action by signing the Life Support Equipment Inventory.

4.2.1.7. Crews will verify their thermal curtains are properly installed.

4.2.1.8. The aircraft commander will ensure proper switch placement, perform the daily alert pre-flight, and brief the crew chief on alert response procedures IAW [Attachment 6](#). The aircraft commander will ensure the crew chief has required gear IAW AFI 11-2KC-135 Vol 3 Addenda B.

4.2.1.9. The pilot will ground align the INS systems IAW with applicable alert crew checklist items.

4.2.2. Crew substitution/CMF inventory procedures.

4.2.2.1. Boom operator substitutions.

4.2.2.1.1. When the crew member being substituted is the boom operator the following procedures apply:

4.2.2.1.1.1. The off-going boom operator will remove the seal from the CMF container.

4.2.2.1.1.2. The on-coming boom operator will page count the communications kit and assume responsibility for it after signing the Standard Form 153 document receipt. The off-going boom operator will deliver this signed receipt to 319 OSS/OSAC to document the transfer of responsibility for the COMSEC materials.

4.2.2.1.1.3. The on-coming boom operator will then page count/inventory the remainder of the CMF container, record the seal number on XPO Form 625, and assume responsibility for the CMF by signing XPO Form 625.

4.2.2.1.1.4. The on-coming boom operator will then reseal the CMF container.

4.2.2.2. The off-going crew member(s) will proceed to the alert force controller's desk to confirm they are released from alert.

4.3. Aircraft Changeover. Alert aircraft replacement should follow these procedures:

- 4.3.1. The aircraft should be refueled to the OPLAN 8044 fuel load prior to aircrew preflight.
- 4.3.2. Maintenance corrects major maintenance discrepancies prior to changeover.
- 4.3.3. Minor maintenance discrepancies will be worked so as not to interfere with the changeover.
- 4.3.4. The crew will meet at the “off-going” aircraft.
 - 4.3.4.1. The “off-going” aircraft will be taxied/towed to an unoccupied parking spot within the ALPHA Ramp. In conjunction, maintenance will tow “on-coming” aircraft to the vacated parking spot on the ALPHA Ramp.
 - 4.3.4.2. The crew will leave the “off-going” aircraft in the “cocked” configuration and proceed to the “on-coming” aircraft.
- 4.3.5. The crew will be met by the crew chief at the “on-coming” aircraft.
 - 4.3.5.1. The crew will preflight the “on-coming” aircraft and perform engine runs if required. The aircraft commander and crew chief will perform a final inspection of all thermal curtains and sign off the AFTO Form 781A. The number 1, 2, and 3 window curtains will be placed in the appropriate containers (see Para. **4.2.1.8.**).
- 4.3.6. In the event of a KLAXON the crew will respond from the cocked aircraft.
- 4.3.7. The crew, after ensuring all required maintenance has been performed and the “on-coming” aircraft is in position and ready for alert, will then proceed to the “off-going” aircraft. The crew will notify the alert area entry controller through Command Post of the aircraft change.
- 4.3.8. The pilot will direct transfer of personnel and equipment from the “off-going” aircraft to the “on-coming” aircraft via the alert vehicle. After personnel and equipment have been transferred, the “on-coming” aircraft becomes the primary alert aircraft. The copilot will ensure all classified IFF/SIF codes are cleared before leaving the “off-going” aircraft.
 - 4.3.8.1. The Command Post must be kept informed of all actions during aircraft changeover. Maintenance will take charge of off-going aircraft.

4.4. Scramble During Alert Changeover. In the event of a KLAXON during the alert crew changeover, the on-coming crew assumes responsibility for the OPLAN 8044 sortie when the XPO Form 625 has been signed (see paragraph **4.2.1.3.**).

4.5. Takeoff Data Computation. The duty crew copilot will compute takeoff data twice daily, based on the least favorable conditions for the associated 12-hour period. Takeoff data should be briefed in the morning brief and updated at 2000L. Changes to the takeoff data will be given to the alert force manager who will ensure all aircraft commanders are provided copies.

4.6. DD Form 365-4, Weight and Balance Form, and Flight Orders. The SRO will ensure that they are filed in the aircraft evacuation folder in the alert controller’s office after the last aircrew has checked in. Accuracy and completeness of DD Form 365-4 and flight orders are the responsibility of each aircraft commander. The DD Form 365-4 will be re-accomplished in duplicate each time a crew or aircraft changeover occurs. The DD Form 365-4 will be computed based upon a OPLAN 8044 planned gross weight and aircraft fuel load. A copy of the DD Form 365-4 will be retained in the aircraft.

4.7. Preflight.

4.7.1. Alert force aircraft will be pre-flighted daily, normally after the morning briefing. This pre-flight will be conducted in accordance with applicable checklists. Exceptions to timing may be made but must be coordinated with the crew chief.

4.7.2. If possible, minor maintenance to be performed on alert aircraft should be scheduled while the crew is at the aircraft for the daily preflight.

4.7.3. Tire rotation requirements will be briefed at the morning briefing.

4.7.4. Engine run requirements will be briefed at the morning briefing.

4.7.5. Aircraft:

4.7.5.1. Apply external power for 15 minutes daily to charge batteries.

4.7.5.2. The last person to leave the aircraft after each entry will ensure that battery switch and the alert lights are OFF and that the DC ammeter voltage selector is off. All hatches will be secured prior to leaving the aircraft.

4.8. Identifying “Cocked” Aircraft.

4.8.1. Upon completion of a complete tech order preflight, each aircraft will display a sign in the copilot's window indicating the “cocked” condition. These signs will be issued during CMF sign out.

4.8.2. When the aircraft is “un-cocked,” the “COCKED” sign in the copilot's window will be removed.

4.8.3. The aircraft commander will ensure that Command Post, MOC, and the crew chief are advised of the status of the aircraft.

4.9. Reporting “Un-cocked” Aircraft.

4.9.1. When a discrepancy is discovered that would render a previously “cocked” aircraft unable to launch under OPLAN 8044 criteria, the aircraft commander will immediately notify Command Post over the UHF radio. Command Post will then coordinate with MXG/CC and OG/CC. MOC will initiate immediate action to correct the discrepancy. The aircraft commander will advise Command Post over the UHF radio when the required maintenance personnel, with the needed parts to accomplish the repair, are at the aircraft. After receiving approval from Command Post the aircraft commander will notify Command Post that the aircraft is “un-cocked”. After completion of the work and reaccomplishment of the associated checklists to bring the aircraft to a “cocked-on” configuration the aircraft commander will notify the Command Post of the updated status of the aircraft.

4.9.1.1. Command Post is responsible for notifying SFCC of the “cocked/un-cocked” status of OPLAN 8044 aircraft. Command Post will transmit the appropriate reports IAW STRAT Directive 501-14.

4.9.2. When an aircraft is “un-cocked” for maintenance, the flight crew will still respond to all alerts. It is possible that the work being done may be completed and the aircraft capable of launching, or the aircraft may have to be moved because of a disaster. Exercise caution and do not start engines unless an actual emergency exists.

4.9.3. When a discrepancy is discovered that may be corrected on a routine basis, it will be scheduled for a mutually agreeable time for both maintenance and operations. When the aircraft requires minor maintenance, but is still able to meet its OPLAN 8044 launch timing, it can be put into a "launch able" configuration (refer to Para. [1.3.15.](#)).

4.10. Fire Guards. Aircraft engines will not be started until a fireguard is posted. If the crew chief is not available for engine start, the boom operator will provide fire coverage and assist with engine start. Aircraft Commanders will delay starting engines until the ground reports "clear to start engines" or, in case of interphone difficulty, a visual signal to start engines is given.

4.11. Alert/Fast Reaction Procedures.

4.11.1. Prior to assuming alert, the aircraft commander must review with his/her crew all alert scramble procedures contained in the applicable flight manual. The pilot's will thoroughly review engine start procedures and crew coordination items.

4.11.2. Prior to assuming alert, crews must be familiar with the alert response routes ([Attachment 3](#)).

4.11.3. The aircraft commander will brief the crew chief IAW [Attachment 6](#) as applicable on alert response actions and ensure he/she is knowledgeable of his/her duties and responsibilities. Actions to be taken in the event of an abnormality (for example, APU malfunction, interphone failure, etc.) will also be discussed.

4.11.3.1. Aircraft commanders should be aware that alert crew chief changeovers might occur during an alert tour. The aircraft commander will brief the on-coming crew chief no later than the end of daily alert preflight. It is the duty of the off-going crew chief to inform the aircraft commander whenever a scheduled/unscheduled changeover occurs regardless of the time of changeover.

4.11.4. Alert aircrews will ensure their respective alert vehicles are parked in a location that will allow safe movement of all alert aircraft, behind the left wing tip, (see Para. [4.11.7.](#)).

4.11.5. During a "fast reaction" response, the boom operator will complete the Crew Copy Format Checklist and verify the message IAW EAPSTRAT Vol 5.

4.11.6. Visual signals IAW AFI 11-218 and T.O. 1C-135(K) R-2-2GA-1 are to be used if the interphone fails. If A/C power is available, quickly flashing the landing and taxi lights can be used as a technique in attracting the crew chief's/maintenance's attention.

4.11.6.1. Malfunctions and Signals are as follows:

4.11.6.1.1. During alerts/alert exercises, a steady taxi light indicates an aircraft has all engines running, the "Before Taxi Checklist" is complete, and the aircraft is ready to taxi. Note crews should observe 15-minute maximum time limit on taxi light.

4.11.6.1.2. Aircraft experiencing malfunctions other than engine starter malfunctions, which require maintenance, will flash taxi and landing lights on and off rapidly.

4.11.7. During "Exercises," if one or more engine starter malfunctions occur, establish a "Ready to Taxi" time when those engines with good starters are started and the aircraft is prepared to taxi.

4.11.7.1. Ready to Taxi is defined as:

- 4.11.7.1.1. Crew is aboard aircraft and the door is closed.
- 4.11.7.1.2. All boldface items on the “Starting Engines and Before Taxi” checklist are complete.
- 4.11.7.1.3. Aircraft is OPLAN 8044 taxi capable.
- 4.11.7.1.4. Subsequently, a start capability must be demonstrated on enough engines to be OPLAN 8044 capable for launch conditions at exercise response time.
- 4.11.8. Alert vehicles will be parked facing the blast fence (slightly aft of the left wing’s leading edge), engine off, keys in the ignition, wheel chocks installed, parking brake set, alert response lights off, and doors closed. No more than two vehicles will be parked at each wingtip.
- 4.11.9. Alert response procedures are contained in EAP-STRAT Vol 5.
- 4.11.10. For exercises, IG will (IAW AFI 32-2001, paragraph 3.3.13.) provide the fire department a 30 minute advanced notice of any alert/fast reaction exercise. Pre-positioned fire department vehicles are not required according to AFIs and TOs. Aircraft commanders may request stand by vehicles if they determine they are warranted due to increased risks during flight operations.
- 4.11.11. The alert force controller will notify the SFCC and the fire department anytime aircrews respond to alert aircraft.

4.12. OPLAN 8044 Takeoff.

- 4.12.1. OPLAN 8044 takeoff procedures will be in accordance with the flight manual, AFTTP 3-1, Vol 22 and AFI 11-2KC-135, Vol 3, Addenda B.
- 4.12.2. Command Post will determine and broadcast launch runway in conjunction with alert force responses (IAW EAP-STRAT, Vol 4).
- 4.12.3. Optimum/Non-Optimum Runway Launch. Runway 35 will be used as the primary runway for alert operations. When the maximum tail wind component is reached, all aircraft must use Runway 17.
 - 4.12.3.1. 319 OSS/OSW flight will notify Command Post and the Alert Force SRO when maximum tail wind component is reached.

4.13. Major Peacetime Accident Procedures.

- 4.13.1. An individual discovering a fire in the alert area will notify the base fire department (ext 911). Aircrews at the aircraft will notify the Command Post. The SFCC will be notified via the primary and secondary CRASH nets.
- 4.13.2. Crews will respond to the instructions of the Command Post in the normal manner and to the instructions of the alert force controllers, as required.
- 4.13.3. The fire department and Command Post will be notified when a fuel spill is detected. Upon notification, the fire department will dispatch required equipment to the scene.
- 4.13.4. If directed to taxi the aircraft, the flight crew of the first aircraft at the hold line will obtain clearance from the tower prior to crossing the runway hold line. Any alert aircraft taxiing when given notification of an area evacuation will take action as deemed necessary by the aircraft commander that will present the least danger to the aircraft.

4.13.5. An individual observing an accident or incident must notify appropriate agencies (Command Post, control tower, Security Forces Control Center, fire department, and/or alert facility controller) immediately.

4.13.6. Aircrews will normally be directed to report to their aircraft.

4.13.7. Crews will monitor Command Post frequency for further directions.

4.13.8. For an actual or potential disaster that is within 2000 feet of crew billets, notification will normally be by the Alert Force Controller. If a fuel spill or other situation exists which would make an engine start inadvisable, crews will be notified to proceed to aircraft and not to start engines. Aircraft will be taxied, or towed, if directed to do so by the Command Post. Subsequently, available personnel will return and assist the ground crew in removing ground equipment to a safe area. Crew members will stay well clear of fire fighting equipment.

4.13.9. The crash section will dispatch the necessary equipment to the parking area. This equipment is preplanned for immediate response.

4.13.10. Area evacuation:

4.13.10.1. Fire fighting personnel and equipment will depart a disaster scene when an untenable condition exists. The crews affected can expect direction from the Command Post to evacuate the aircraft.

4.13.10.2. If the signal to evacuate is given, personnel will evacuate the area even if their aircraft is endangered. If already taxiing, the aircraft commander will continue to taxi if the crew or aircraft will not be further endangered.

4.14. Emergency Fuel Dump Procedures. Ground fuel dumping will be done IAW GFAFBI 13-101 and **Attachment 5** of this instruction.

4.14.1. If ground fuel dump is required for alert tankers, it will be coordinated and directed by the OG/CC.

4.14.2. Airborne fuel dump/jettison will be conducted IAW the flight manual, GFAFBI 13-101, and AFI 11-2KC-135 V3, GFAFB Chapter 10.

4.15. Generation Procedures/Expanded Alert. When directed, the 319 ARW will generate to alert configuration IAW COMAMC OPLAN 8044-FY.

4.15.1. At the unit's discretion the MOC will complete the flow plan shell by adding the aircraft tail numbers and scheduled timing. Distribution of the completed schedule will be accomplished by the MOC and sent to the following (electronically via the WAGS/WADS computer program will suffice):

4.15.1.1. 319 ARW/CAT (Crisis Action Team)

4.15.1.2. 319 ARW/XPO

4.15.1.3. 319 OSS/OSK

4.15.1.4. 319 OSS/OSAC

4.15.1.5. Squadrons, when applicable

4.15.2. A classified flow schedule will be developed for the CAT by XPO with sortie number and generation time.

4.15.3. The squadrons will:

4.15.3.1. Recall crews IAW the pyramid recall and GFAFB Functional Plan 10-104.

4.15.3.2. Identify the crew members who will assume alert status and forward the names to 319 OG/UDM including the information listed in Para. **4.15.9.1**.

4.15.4. 319 OSS/OSK will match crews against line numbers

4.15.5. Crews will accomplish generation activities IAW the flow schedule provided and the War-fighters Handbook.

4.15.6. XPO personnel will:

4.15.6.1. Issue sortie OPLAN 8044 documents IAW the classified flow schedule. Crews reporting early may be issued their sortie documents early unless the issue will conflict with another crew showing at their scheduled time.

4.15.6.2. Give the Assumption of Alert (AOA) briefing followed by supervised aircrew sortie study. Crews should receive the AOA brief prior to going to the aircraft (except as stated in AMCI 10-450, Vol 4, Para. 3.1).

4.15.7. Crews will remain in the designated crew study area until advised by Crew Control, or other XPO personnel, their aircraft is ready for preflight. XPO will be the POC between the CAT and the crews.

4.15.7.1. The OG/CC may release crews to the Airey Dining facility before their generated aircraft is ready, given the AOA Brief and crew sortie study are complete. Before crews depart they must sign out with XPO and call XPO upon arrival at the Airey Dining facility. Crews will return immediately to XPO if notified their aircraft is ready or upon completion of their meal. No other stops are authorized.

4.15.8. While having a valid AF Form 1199CD will allow access to the alert area, entry access letters (EALs) are required to gain access to the alert aircraft (see Para. **8.4**).

4.15.8.1. 319 OG/UDM will print a consolidated EAL of the aircrews going on alert, based on inputs from the flying squadrons. Crew Control personnel will publish the individual aircraft EALs from inputs provided by the AMXS and the 319 OG/UDM. Three copies of the EAL will be carried to the SFCC and will contain the following information:

4.15.8.1.1. Aircraft Tail Number

4.15.8.1.2. Names

4.15.8.1.3. Grades

4.15.8.1.4. Social Security Identification Numbers

4.15.8.1.5. Crew Positions

4.15.8.1.6. Duty Positions

4.15.8.1.7. Units

4.15.8.1.8. Restricted Area Badge Numbers

4.15.9. The following will provide personnel to support crew briefing/study for the duration of the generation.

4.15.9.1. XPO will provide at least one officer until the generation is terminated, or complete. When available, two representatives will be present for the first 12 hours.

4.15.9.2. XPO will provide one NCO until 16 hours into the generation (if possible). If only one NCO is available, the duty period will be reduced to 12 hours. After initiation plus 16/12 hours, XPO will provide a generation/alert monitor.

4.15.9.3. Intelligence, Crew Comm, and Weather will each provide one briefer for the duration of the generation. The briefer must be in place NLT 15 minutes prior to the first scheduled briefing.

4.15.10. When insufficient officers are available from XPO, OG agencies will be tasked to provide augmentees.

4.16. Communications Procedures.

4.16.1. Notification of an actual/exercise alert will be IAW EAP-STRAT Vol 5.

4.16.2. Any maintenance malfunctions that will delay alert response should be immediately relayed to MOC on 311.0 MHz.

4.16.3. Alert aircraft should set 311.0 MHz or 321.0 MHz or the current Command Post primary frequencies in Com #1 and 339.1 MHz in Com #2 during alert operations.

4.17. Minimum Reaction Time. Crews will react in the shortest time possible to meet their OPLAN 8044 commitments.

4.18. Taxi Procedures (Actual Alerts).

4.18.1. The high-speed taxiway will be used by alert aircraft when leaving the alert parking area for optimum runway 35. Aircraft experiencing maintenance problems will taxi down the runway and exit at first available taxiway and park facing east. Aircraft holding on the taxiway prior to the parallel taxiway will resume taxi to the ALPHA Ramp when it is evident that the high-speed taxiway will be clear, or any remaining aircraft are delaying/canceling taxi procedures.

4.18.2. For non-optimum runway 17, the parallel taxiway will be used. Aircraft will free flow out of parking and proceed to the parallel via the high-speed taxiway, crossing the runway and then via taxiway Charlie. After initiating taxi, any aircraft experiencing radio failure precluding receipt of required Command Post guidance will continue to taxi on the parallel taxiway and exit at taxiway Echo, horse-shoe, or taxiway Foxtrot, run up area. Affected aircraft will ensure adequate clearance is provided for follow-on aircraft to safely continue taxiing. Should radio failure occur after passing taxiway Foxtrot, and prior to receipt of required Command Post guidance, aircraft will continue to the hammerhead for runway 17. Taxi to the extreme right side of the apron, ensuring adequate and safe taxi clearance is available for the follow-on stream of aircraft.

4.18.3. Alert aircraft will taxi using AFI 11-2KC-135, Vol 3 Addenda B procedures. Aircrews and ground crews must exercise extreme caution during all operations involving moving aircraft. Safe taxi speeds, adjusted for adverse conditions such as bad weather, restricted visibility, or minimum clear-

ance, will be observed at all times. As a technique, aircraft commanders should raise speed brakes to alert other aircraft they are slowing or stopping.

4.19. Exercises.

4.19.1. Refer to EAP-STRAT, Vol 5, Chap. 6, for procedures to follow if a safety hazard is observed while responding.

4.19.2. During recovery from practice alerts, the aircraft commander will ensure those crewmembers not engaged in checklist procedures assist the crew chief to install engine covers, position wheel chocks, and perform other tasks, as required.

4.20. Defense Condition (DEFCON) Procedures. DEFCON procedures are as shown in AMCI 10-202 Vol 5 and EAP-STRAT VOL 11. Under any of the readiness conditions, the intent is to improve reaction time and the effectiveness of the strike force.

4.21. Emergency Evacuation.

4.21.1. In the event an emergency evacuation of alert aircraft is directed, "Buggy Ride" will be implemented. Refer to "Buggy Ride" plan for specific procedures. Non-alert survival aircraft will be generated as the "Dakota Force".

4.22. Repositioned Alert. Repositioned alert procedures are covered in detail in the Alert Aircraft Repositioning Plan (319 ARW AARP(S)).

4.23. Cold Weather Operations.

4.23.1. Additional emphasis must be focused upon comprehensive maintenance checks and inspections of critical components while the aircraft is on alert during the winter season. These include inspections of engine inlets for snow and ice, checks for proper servicing of tires, leveling cylinders, accumulators, balance bays for snow and ice, and batteries.

4.23.2. Anytime alert force engines are started when the temperature is 32 degrees F or below, they will be run for a minimum of 5 minutes, with engine anti-ice on, prior to shutdown. This is required to dry out the air bleed system to prevent freezing of starter control and strut valves. During this period, exercise those systems which are critical for launch.

4.24. Weather Briefings. It is imperative that aircrews have current weather information at all times. To accomplish this, an alert weather package, as specified in GFAFBI 15-101, will be accomplished and faxed to the alert facility every 8 hours or at crew request. Information is also available on the GFAFB Weather Flight Web site. **NOTE:** Packages are produced only when aircrews are on alert at the alert facility. In addition, a qualified weather forecaster will be available to answer any weather related question, via telephone or in person, during the daily scheduled alert briefing.

4.25. Control Tower. Upon notification of an alert, the control tower will:

4.25.1. Clear non-alert aircraft from taxiways.

4.25.2. Stop movement of non-alert aircraft on ramp.

4.25.3. Allow no aircraft to land.

4.25.4. Non-alert aircraft in position awaiting takeoff will be directed to depart immediately or taxi to a position clear of the runway, taxiway, and areas of the ramp, which will be used by alert aircraft. Taxi actions will be accomplished so as not to interfere with alert force procedures.

4.25.5. In case of OPLAN 8044 MITO abort; tower will echo the abort radio call.

Chapter 5

TRANSPORTATION

5.1. Vehicle Control Assignment/Operation.

5.1.1. 319 LRS will assign suitable covered and securable vehicles for alert force requirements. For stability, alert vehicles will be permanently assigned to specific alert line numbers.

5.1.2. The aircraft commander will be responsible for the alert vehicle assigned to their sortie.

5.1.3. The following rules apply to operation of crew alert vehicles:

5.1.3.1. All alert crew members must be in possession of a valid state driver's license, AF Form 2293 Government Drivers License, and a signed AF Form 483, Certificate of Competency, stamped "GFAFB FLIGHTLINE DRIVING AUTHORIZED."

5.1.3.2. Each driver will inspect the assigned alert vehicle daily prior to driving. The inspection will be conducted using the AF Form 1800, Operator's Inspection Guide and Trouble Report (General Purpose Vehicle) that accompanies the vehicle. Any noted discrepancies will be reported to transportation vehicle operations through the Alert Force Controller. The AF Form 1800 must be signed daily prior to operating the vehicle. Crews will police the interior of alert vehicles daily and ensure litter is not left in the vehicle and the vehicle is secure.

5.1.3.3. Crews are responsible for servicing alert vehicles at the base fuels station. Vehicle motor oil will be obtained from Vehicle Maintenance.

5.1.3.4. In the event that operational requirements prevent alert crews from driving to the base service station, the vehicle operations personnel will conduct servicing, as required.

5.1.3.5. During the period of 1 November-30 April, or when weather conditions warrant, crews will install windshield covers and connect engine heaters to outlets when vehicles are not in use (if outlets are available).

5.1.3.6. If an alert vehicle breaks down while away from the alert facility, the driver will immediately notify the alert force controller of the difficulty and request immediate pickup. The alert force controller will immediately obtain transportation back to the alert facility/aircraft for the stranded alert crewmembers and coordinate with 319 LRS Vehicle Operations Flight for a replacement vehicle.

5.1.3.7. If an alert vehicle breaks down during an alert fast response, alert crews are authorized to commandeer a military or civilian vehicle.

5.2. Parking. Alert vehicles will be parked in the reserved areas adjacent to facilities authorized for alert crews. If designated spaces are not available, alert vehicles will park in an area that will allow for the most expeditious return to the alert area. When FPCON CHARLIE or DELTA is implemented, crew vehicles must not be left unattended. The alert force controller is responsible for ensuring vehicles parked at the alert facility are monitored during FPCON CHARLIE or DELTA.

5.2.1. Remove key from the ignition whenever the vehicle is left unattended, except on the flight line.

5.2.2. Vehicles will not be left unoccupied with engines running.

5.3. Routes Located on Base Layout. When responding to an alert from outside the alert area, crews will utilize designated alert routes (see [Attachment 3](#)).

5.4. Vehicle Maintenance and Care.

5.4.1. Maintenance and normal scheduled maintenance on alert vehicles will be performed by vehicle maintenance and interior and exterior cleanliness (i.e., crews need to pick up their trash and get gas as necessary) will be performed by the assigned crews.

5.4.2. Vehicle operations will provide replacement vehicles as required.

5.4.3. Vehicle operations will provide all vehicles with ice scrapers, windshield covers, and extension cords during winter operations, 1 November-30 April, and wheel chocks all year around.

5.4.4. If a vehicle is damaged, the facts and circumstances will be reported immediately. Alert management will coordinate with the 319 LRS Vehicle Operations Flight.

5.4.5. Government property will not be left unsecured in the alert vehicle.

5.4.6. The 319 LRS Vehicle Operations Flight will coordinate with the alert force controller for vehicle rotations and vehicle replacements, as required.

5.4.6.1. The Alert Force Manager is responsible for coordinating the cleaning/waxing of vehicles, scheduled maintenance, and safety inspections with the Vehicle Maintenance Section.

Chapter 6

MEDICAL AND DENTAL SERVICES

6.1. Medical Services. Each flying squadron has an attached Squadron Medical Element (SME). The SME has members on call and will coordinate with each other to support an alert sick call. The alert sick call is normally held in the designated alert facility. This requirement will be on an as needed basis with concurrence of the 319 OG/CC. If additional medical services are required such as X-ray, lab work, etc., the alert force manager will coordinate with the 319 OG/CC for approval for the affected crew member(s) to go to the 319 MDG. While at the base clinic, each crewmember on alert will have a TAAN radio and another crew member will be designated to monitor an open phone line to the Command Post or alert facility.

6.2. Emergency Medical Services. If emergency service is required for any alert crew member, the alert force manager or SRO will initiate action as required under paragraph **2.8., Crew Substitution (DNIF, Emergency)**.

Chapter 7

MISSION PREPARATION

7.1. Issue of Classified Documents. The initial issue of classified documents will be accomplished at Bldg 607 under the supervision of the 319 ARW/XPO.

7.2. Mission Folders.

7.2.1. Combat Mission Folders (CMF) will be issued under the direction of the 319 ARW/XPO. After inventorying the CMF, the crew representative will sign the XPO Form 625 for turn-in.

7.2.2. Upon signing the XPO Form 625, CMF responsibility will transfer to the on-coming crew.

7.3. Issuance, Handling, and Receipt of Combat Mission Folders. XPO will issue OPLAN 8044 materials.

7.3.1. Communications material issuance will take place at the location designated by XPO. Communications material turn-in will take place at Crew Comm, Base Operations, or a location designated by XPO.

7.3.2. When the CMF is returned to XPO, an XPO representative will inventory all items and enter the date, office symbol, and signature in the appropriate section of the XPO Form 625.

7.3.2.1. If changes occur which require CMF material to change, XPO will coordinate with the SRO for replacement of the new material.

7.4. OPLAN 8044 Mission Study.

7.4.1. Only OPLAN 8044 certified combat ready crewmembers who are current in OPLAN 8044/CCP study may be assigned alert duties. Currency requirements are depicted in 11-2KC-135 Vol.1.

7.4.2. Emergency alert substitution during non-duty hours, weekends or holidays: the crew member will accomplish OPLAN 8044 study at the aircraft. An emergency substitution is only when the substitution occurs due to an unforeseen situation.

7.4.3. Crews/crew members scheduled to perform substitute alert duty, during a scheduled alert tour, should conduct sortie study on the first day of the tour with the associated crew.

7.4.4. The OPLAN 8044 study period (no less than 30 min) will be sortie oriented and consist of all requirements necessary to retain the required level of OPLAN 8044 knowledge IAW AMCI 10-450 Vol. 4.

Chapter 8

SECURITY

8.1. Generated Alert Aircraft Parking Area.

8.1.1. Alert Area. The Alpha Ramp is the primary alert aircraft parking area at Grand Forks AFB. Additional alert parking spaces will be designated as required. The SFCC will coordinate with the MOC to ensure alert aircraft are co-located (not dispersed) to avoid additional posting requirements to enhance overall security.

8.1.2. Entry into the Alpha Ramp is through an Entry Control Point (ECP) located on the eastside of the ramp at the end of Alert Avenue.

8.1.3. Alert Facility and Crew Billets. Although not designated as protection level resources, alert crews and alert crew billets should be afforded some degree of protection. If possible, alert crew billets should be located within a restricted area to receive the benefits of protection afforded the restricted area. For billets not located within a restricted area, apply prudent physical security measures such as those outlined below:

8.1.3.1. Lock or alarm facility doors and windows.

8.1.3.2. Use supporting forces to control entry.

8.1.3.3. Use cipher locks on entry doors.

8.1.3.4. Light the billet and billet parking areas.

8.1.3.5. Have security patrols make periodic checks.

8.1.4. Security Designation. Alert refueling aircraft are Protection Level (PL) 2 resources and will be protected IAW the appropriate system security standard. The Alpha Ramp is normally a PL3 restricted area and will be upgraded to PL2 once the area has been posted and purged. As aircraft are generated to "cocked" status, they will be considered PL2 assets. Security Forces will consider an aircraft "cocked" when the Command Post notifies SFCC and the aircrew places the "cocked" sign in the aircraft window. Aircraft not identified as "Cocked" will be considered PL3.

8.1.4.1. If communication problems prevent Command Post from passing this information, Command Post will notify SFCC of the aircraft's "cocked" status by whatever means are available. Security Forces will closely monitor the status of the aircraft during the generation process.

8.2. Generation. After determining what ramp(s) will be used as alert area(s), the following actions must be accomplished to establish the area:

8.2.1. Security forces will initiate PL2 entry control procedures upon being posted.

8.2.2. SFCC will contact the MOC and request all non-essential personnel depart the area prior to initiation of the purge.

8.2.2.1. The Security Forces Area Supervisor will make contact with the Maintenance Supervisor to have maintenance personnel assist in the purge. The maintenance supervisor will ensure ground crew personnel are stationed at each aircraft to verify the aircraft has been purged. The purge of the area will include, but is not limited to, the following:

8.2.2.1.1. Security Forces will identify all personnel within the area. The purge line will form on the south end of the area and proceed in a line formation to the north end.

8.2.2.1.2. Security Forces will search the area, buildings, vehicles, and any AGE equipment for unauthorized personnel and/or explosive devices. Military Working Dog(s) will be used if available. Ground crew personnel will search all aircraft.

8.2.3. If a small number of aircraft are being generated, only purge the area requiring PL2 security. Security Forces will make this determination after coordination with the CAT.

8.3. Security Forces. Whenever KC-135 aircraft are on OPLAN 8044 alert they are protected as PL2 operational resources. AFI 31-101 and GFAFBI 31-101 will serve as the basis for establishing PL2 security. All personnel assigned duties within the alert area share responsibilities for maintaining security.

8.4. Alert Area Entry Control Procedures. Personnel requiring entry into the alert area must have a valid AF Form 1199CG, *USAF Restricted Area Badge (RAB)*, issued at Grand Forks AFB, with the area "4" open. These personnel do not require pre-announcement. One of the following supporting techniques must be used to verify authorized unescorted entry:

1. Personal Recognition
2. Signature/Credential Check
3. Entry Authority Lists (EAL)
4. Telephonic/Radio Verification

8.4.1. All vehicles entering the area must be searched prior to entry. The entry controller/assistant entry controller will ask the vehicle operator if the vehicle has been searched. If the reply is "yes", entry will be allowed. If the reply is "no", the entry controller/assistant entry controller will direct the vehicle operator to search the vehicle prior to entry. If the entry controller/assistant entry controller is ever in doubt as to whether a vehicle has been searched or not, the vehicle will be searched prior to being allowed entry into the area.

8.4.1.1. Sealed bags with red classification markings containing positive control material or combat mission folders carried by aircrew members are exempt from search.

8.4.2. Privately Owned Vehicles are not authorized in the restricted area. **NOTE: A vehicle leased by the government for official use is considered a government vehicle. IG vehicles are normally leased.**

8.4.3. Escorted Area Entry. For restricted areas containing PL2 resources, escort officials must be designated by a capital "E" typed/stamped to the right of the open area "4" on their RAB.

8.4.3.1. All visitors must make arrangements with an authorized escort official prior to arriving at the ECP. Ideally, the visitor and escort official arrive at the ECP at the same time.

8.4.3.2. Visitors must be logged in on the AF Form 1109, **Visitor Register Log**, and briefed on escorted entry procedures by the escort official. The escort official will complete the AF Form 1109 except for the exit time. The entry controller will log the exit time when the visitor departs the area.

8.4.3.3. The escort official will search hand-carried items that will be brought into the area by visitors. Those items deemed unnecessary for the visit, (as determined by the escort official), will be left outside the restricted area. Security Force personnel are not responsible for items not taken into the restricted area.

8.4.4. Emergency Entry. Should an emergency occur inside a restricted area requiring emergency response by security forces, fire department, or medical personnel, the following procedures will be implemented.

8.4.4.1. SFCC will be notified of any emergency inside the restricted area by security forces or support agencies. If the notification is received via a support agency, the controller will confirm the emergency through a post/patrol. The entry controller and/or Gap Guard will not allow emergency entry based solely on flashing lights or sirens. SFCC will notify all posts/patrols of the following information:

1. Nature of emergency
2. Location of the emergency
3. Emergency agency responding
4. Entry point to be used
5. Number of responding vehicles/personnel

8.4.4.2. Emergency personnel responding to restricted areas will be kept under continuous surveillance by security forces while in the area. SFCC will be notified upon termination and departure of emergency personnel from the restricted area. The entry controller will check restricted area badges of personnel departing the area and will annotate on the AF Form 1109 all personnel-requiring escort. Maintenance personnel will conduct a check of the affected area to ensure no items were left behind.

8.4.5. Inspection Teams. HQ AMC/IG personnel (Directorate, IG, and Special Staff) will have all areas open on their RAB. HQ AMC personnel (Directorate and Special Staff) conducting a Staff Assistance Visit (SAV) on subordinate units may be issued a RAB by their home unit solely for that purpose. Both teams will be granted unescorted entry based on a valid RAB and authenticated EAL. The EAL will indicate what area(s) the team members are allowed access.

8.4.5.1. The EAL will be accomplished IAW **Attachment 10** of this instruction.

8.5. Alert Tanker Entry Control. Personnel requesting entry to an alert tanker must be pre-announced.

8.5.1. The GFAFB Form 41, *Alert Aircraft Entry Authority List*, is provided to the SFCC by 319 OG/UDM. Additionally, 319 OG/UDM will provide SFCC with a letter identifying those individuals authorized to sign the GFAFB Form 41, along with individual's sample signature. This letter must be signed by the 319 OSS/OSO, 319 OSS/DO, or 319 OSS/CC

8.5.2. Three copies of each GFAFB Form 41 will be hand-carried to SFCC by Crew Control personnel. SFCC controller will verify the authenticity of the form by verifying the signature in block-6b against the letter described in paragraph **8.5.1.** above. After verification, a security force supervisor in the grade of E-6 or above will complete blocks-5a/b/c and then sign all three copies of the GFAFB Form 41 in block 5d. **NOTE:** All SF signatures will be originals.

8.5.3. Post one copy of the GFAFB Form 41 for each PL2 aircraft on alert with the Internal Security Response Team (ISRT) to use in identifying aircrew/maintenance members. The second copy will be posted with the Alert Charge of Quarters (Alert CQ) in building 807. The third copy will be maintained in the SFCC. GFAFB Forms 41 will be maintained until expired or no longer valid. If alert aircraft overflow onto the Charlie and/or Bravo ramps, the respective entry controller or ISRT as posted will maintain the GFAFB Forms 41.

8.5.4. Pre-Announcement Procedures. Personnel requesting entry into an alert tanker must be pre-announced to each specific aircraft they are requesting entry into.

8.5.4.1. Personnel will physically present themselves to the Alert CQ. The Alert CQ will verify their identity and need for entry and contact SFCC and provide the following information;

1. Date and time of visit
2. Rank and name of individual requesting entry
3. Last four numbers of the SSN
4. Number of additional personnel
5. Aircraft tail number and location to be visited

8.5.4.2. SFCC will then notify the Aircraft Entry Controller (EC) of the pre-announcement and relay all pertinent information.

8.5.4.3. Personnel will proceed to the ECP located at the designated area and/or ramp. The EC will verify personnel via AF Form 1199CD against the GFAFB Form 41 and pre-announcement log. If all is in order, personnel will proceed directly to the aircraft.

8.5.4.4. When crew members with vouching authority are present at the alert aircraft, personnel requesting entry will make contact with the area EC. The EC or ISRT will make contact with a member of the crew that has sole vouching authority and verify if entry is authorized.

8.5.4.5. A pre-announcement is not required when responding to an alert notification (KLAXON/Crew Response), or in the event of a known emergency.

8.5.4.6. After all visits to the alert tanker, the last individual departing the aircraft will contact the Alert CQ and verify that the visit has been terminated and the aircraft has been secured. If the aircraft has been left in an unusual configuration, the Alert Controller must notify SFCC.

8.6. Alert Tanker Daily Pre-flight Procedures. The Alert Controller will proceed to the alert briefing room, make contact with the aircraft commander for each alert aircraft and complete the pre-announcement log prior to initiation of the briefing. The Alert Controller will verify the aircraft commanders AF Form 1199CD against the GFAFB Form 41 to ensure all information is correct. The Alert Controller will contact SFCC and relay all the information listed on the pre-announcement log. SFCC will record the information received from the Alert Controller in the pre-announcement log. SFCC will make a call back, via telephone, to the Alert Controller to verify the pre-announcement was made. SFCC will notify the EC of the pre-announcement and relay all pertinent information. The EC will log the information in the pre-announcement log. The EC will verify the aircraft commanders AF Form 1199CD against the GFAFB Form 41 and pre-announcement log. If all is in order, the aircraft commander will vouch for the rest of his/her crew and proceed directly to the aircraft.

8.7. Alert Tanker Changeover Procedures. The aircrew members listed on the current GFAFB Form 41 will follow procedures listed in paragraph 8.6. Ensure the pre-announcement total includes the on-coming crew. The current aircraft commander will vouch for the on-coming crew at the ECP to their respective aircraft. Upon completion of the aircrew changeover, the new GFAFB Forms 41 will be posted with the ISRT and/or entry controllers of other generated ramps. The GFAFB Forms 41 for the off-going crews will be returned to SFCC for destruction.

8.8. Alert Tanker Security Force KLAXON Procedures. Aircrews/Crew Chiefs may respond directly to their aircraft from outside the restricted area and be identified using Distant Recognition Code (DRC) procedures.

8.8.1. If alert tanker aircraft are roped off from the rest of the area, the Close Boundary Sentry (CBS) will immediately remove all ropes, signs, and cones upon implementation of the KLAXON/Crew Response.

8.8.2. The Internal Security Response Team (ISRT) will prepare to pass a portion of the DRC as Aircrews/Crew Chiefs respond to their respective aircraft. If able, the front seat passenger will pass the ISRT the remaining portion of the current DRC. Note: The remaining portion of the DRC will not exceed that required to respond with one hand.

8.8.3. In the event the responding crew fails to properly respond to the DRC, the security forces member will:

8.8.3.1. Detain the responding Aircrews/Crew Chiefs and pass the DRC verbally:

1. If correct, allow the Aircrews/Crew Chiefs to proceed
2. If incorrect, detain and challenge Aircrews/Crew Chiefs, separate the aircraft commander or senior ranking passenger (in the event of Crew Chiefs) from the rest of crew and conduct a check of their AF Form 1199CD against the GFAFB Form 41 with SFCC. If positive identification is verified against the GFAFB Form 41, the aircraft commander can vouch for the crew and they will be allowed to proceed

8.8.3.2. If the Aircrews/Crew Chiefs proceed past the ISRT without authorization:

1. The entry controller (EC) will make immediate notification to SFCC with vehicle description, number of occupants, and the aircraft the crew proceeded to, if available.
2. SFCC will contact the Air Traffic Control Tower. The Air Traffic Controller will query the aircrew and advise the SFCC of the aircrew's security status
3. Security Forces will implement a HELPING HAND report and prepare to implement "Anti hi-jacking" procedures

8.8.4. **ISRT and ESRT KLAXON Response.** All patrols will proceed to their standby points to observe and protect the taxiing aircraft's route. SFCC will dispatch patrols to the following points:

1. Alpha-5, ESRT: Respond to the ECP and prepare for aircrews to respond from outside the generation area. Stop all unnecessary non-emergency entry to the area. Position yourself at the intersection outside the ECP. Alpha-5 member will go to port arms and prepare to pass the DRC to responding crews. Alpha-5 will let Alpha-1A know, via hand and arm signals when responding crews are authorized to enter the area.
2. Alpha-1A, Assistant Entry Controller: Assume the position of port arms and remain in the vehicle entrapment area. Ensure you are in a position to pass/receive the current DRC. In the event Alpha-5 can not make it to the ECP to pass and receive the DRC, you will assume duties passing the DRC.
3. Alpha-2, ISRT: sweep ramp for unauthorized personnel and standby at the gap.
4. Alpha-4, Area Supervisor: sweep the interior perimeter road, ensure all patrols are in position and stand by the south end of the ramp.

8.8.4.1. SFCC will dispatch other available patrols to:

1. Taxiway A.
2. Taxiway apron to Bravo Ramp.
3. Taxiway south apron to Charlie Ramp.
4. Taxiway north apron to Charlie Ramp.
5. Intersection of Steen Blvd and Eielson St..
6. Intersection of 6th Ave and Eielson St..

All patrols will remain in place until directed by SFCC or competent authority.

8.9. Alert Aircraft Repositioning Plan (AARP). Refer to 319 ARW Alert Aircraft Repositioning Plan (S).

Chapter 9

COMMUNICATIONS

9.1. KLAXON System and Testing.

9.1.1. The KLAXON is the primary alerting system. The normal KLAXON pattern is a 30-second blast, followed by a 15-second pause, for three soundings. If the KLAXON sounds, crew response will be IAW EAP-STRAT Vol 5, Aircrew Emergency Action Procedures.

9.1.2. The KLAXON system is tested by the Command Post weekly.

9.1.3. To ensure a positive check of the KLAXON system, it will be necessary for all agencies listed in [Attachment 2](#) to make a status call after each KLAXON check to the Command Post within 30 minutes. Agencies not normally open on weekends and holidays will be exempt on those days. If the listed agencies do not respond, Command Post will notify each agency with a status check. The control tower will notify base operations, which will in turn notify Command Post of the control tower KLAXON status.

9.1.4. Command Post will notify OG/CC of agencies whose KLAXON is inoperative for further action.

9.1.5. The alert force controller will ensure that appropriate crew restrictions are applied when notified by Command Post of KLAXON failures until corrective maintenance is completed.

9.2. Command Post. The Command Post will be the primary source of communications to alert crews. Primary UHF frequency for Command Post is 311.0 MHz, Ch. 9. Backup frequency is 321.0 MHz, Ch. 11.

9.3. Control Tower. Grand Forks control tower UHF ground frequency is 275.8 MHz (refer to appropriate Flight Information Publications). Common departure frequency is 339.1 MHz.

9.4. Communications Failure (Taxi Through Takeoff). Refer to EAP-STRAT, Vol 5, for procedures concerning failure of communications.

9.5. TAAN Radio Procedures. The primary purpose of the crew hand-held TAAN radio is to eliminate the requirement for continuous external power during periods of extended cockpit alert. The primary method for alerting the crews is still the KLAXON system. The radio will complement this and other alerting systems while a crew is in transit from one KLAXON area to another. It is not intended to allow greater crew freedom of movement on the base, nor will it be used for routine aircrew notifications.

9.5.1. The alert force controller will control, issue, and act as custodian for the TAAN radios. He/She will provide replacement batteries to the crews when required. XPO will issue these radios to the alert crews as they generate. Any additional radios and chargers will be issued to the alert force controllers for their control.

9.5.2. Alert crews will:

9.5.2.1. Sign for and/or turn in radios during alert changeover.

9.5.2.2. Make listening checks of radio:

- 9.5.2.2.1. During daily aircraft preflight.
 - 9.5.2.2.2. Immediately after KLAXON tests.
 - 9.5.2.2.3. Whenever operation of the radio is questionable.
 - 9.5.2.2.4. Hourly when the radio is being used in conjunction with AARP or Comm out procedures.
 - 9.5.2.2.5. Whenever departing the alert facility.
- 9.5.3. Alert personnel must have an operable hand-held TAAN radio under the following conditions:
- 9.5.3.1. Whenever outside the Alert Facility.
 - 9.5.3.2. During periods of known communications system malfunction.
 - 9.5.3.3. During alert response.
 - 9.5.3.4. When in cockpit alert and aircraft is in an electrical power off condition (or aircraft radios are inoperative).
 - 9.5.3.5. When cockpit alert crews are released to their adjacent fast ride vehicles.
 - 9.5.3.6. Within the Alert Facility under normal conditions the TAAN radio should be used whenever alert personnel are beyond PA system coverage. In these situations additional advance coordination must be made with other personnel to ensure relay of any alert notification.
- 9.5.4. Alert personnel must have two operable hand-held TAAN radios when at the Airey Dining Facility.

Chapter 10

MAINTENANCE

10.1. Alert Aircraft Parking.

10.1.1. Alert Aircraft Parking areas are in accordance with paragraph [8.1.](#) and [Attachment 4.](#)

10.1.2. Maintenance personnel will be granted unlimited access to these areas and the aircraft parked within, IAW the rules for a PL3 area. As aircraft are generated to a “cocked” status, they will be considered PL2 assets and the rules for access to PL2 areas will apply to those aircraft. See [Chapter 8.](#)

10.1.3. The Production Supervisor will notify the MOC when the aircraft is crew ready, or may request a crew in anticipation of being crew ready.

10.1.4. Crews will perform tech order pre-flights and “cock-on” the aircraft within the Alpha Ramp area. In order to comply with generation timing, crews may be required to show and “cock-on” an aircraft while outside of the Alpha Ramp area. This should be coordinated through MOC, XPO, “Romeo,” and the CAT.

10.2. Maintenance Alert Aircraft.

10.2.1. All aircraft being placed on alert will be operationally checked and readied, the aircraft records will be completed and checked, all aircraft dash 21 equipment will be on board, and all additional mobility equipment in place.

10.2.1.1. Once the "on-coming" aircraft pre-alert requirements are complete, maintenance/AMU supervision will review the aircraft forms for discrepancies that might prevent the aircraft from being cocked on.

10.2.1.2. Thermal curtains will be installed. Prior to alert "cock-on," the flight crew and a crew chief will certify that the thermal curtains are properly installed.

10.2.2. Review the pre-alert checklist for completion and proper fuel servicing, and verify completion of dash 6 preflight inspection. Discrepancies discovered will be corrected prior to notification of the flight crew.

10.3. Fuel Configurations. Alert aircraft will use standard OPLAN 8044 fuel load. After engine runs/alert starts, refuel aircraft back to standard OPLAN 8044 fuel load when fuel load drops 2,000 pounds or more. For exercises, this fuel load may be simulated. The simulation must first be approved by the MXG/CC and the CAT.

10.4. OPLAN 8044 Configurations.

10.4.1. Each aircraft must be pre-flighted, operationally ready and configured for OPLAN 8044 in accordance with the OPLAN 8044-FY plan and AFI 11-2KC-135, Vol 3 Addenda B (see [Attachment 9](#)).

10.4.2. When a change in configuration is required on an alert aircraft, wing plans will pass the required changes to Command Post. Command Post will then coordinate with the applicable operations and maintenance organizations needed to affect a smooth transition to the new configuration.

10.5. Daily Preflight of Alert Aircraft.

10.5.1. Daily preflight for ground crews will start immediately after the daily alert briefing. All authorized maintenance personnel will be at their assigned aircraft at the designated time.

10.5.1.1. Preflight will be accomplished with, and at the direction of, the aircraft commander. All discrepancies found will be entered in AFTO Form 781 and brought to the attention of the crew chief. These discrepancies will be passed on to the alert maintenance supervisor for immediate corrective action. The applicable aircraft checklist will be used to perform daily preflight inspections.

10.5.1.2. Flight crews will ensure battery charging has been sufficient to return batteries to an 80 percent operating level (4 AMPS or less charging rate), following each preflight.

10.5.1.3. During daily alert preflight, the crew chief will visually check landing gear shock strut extension and tire inflation. Tires will be checked for cuts and foreign objects after tire rotation, as required.

10.5.1.4. Crew Chiefs will monitor crew requirements to perform the daily battery load check. When leaving the aircraft the crew chief will insure battery switch is off, DC ammeter and voltage selector switch is in the "OFF" position, and the alert light is off.

10.5.2. Cold Weather. Ensure chocks are not frozen to the ramp. Place the rope under one end of the chock to aid in removing chock during freezing conditions.

10.6. Ground Power. It is the responsibility of the alert Crew Chief to complete an operational inspection of all powered AGE prior to using each unit. A daily AGE preflight will be accomplished by the alert crew chief on in-use and spare AGE power units. The following procedures will be followed to complete daily AGE inspection requirements prior to operations.

10.6.1. Check AFTO Forms 244, Industrial/Support Equipment Record, and 245, System/Equipment Status Record (Continuous Sheet), for inspection time and delayed maintenance.

10.6.2. Check oil levels and inspect for leaks.

10.6.3. Check fuel level to ensure sufficient fuel is available for operation.

10.6.4. Ensure adequate fire protection is available in the operation area.

10.7. Cold Weather.

10.7.1. Windshield covers and engine inlet covers will be installed on all alert aircraft as required by metrological conditions.

10.7.2. Heating of aircraft will be provided during cockpit alert exercises taking place during periods of extreme cold.

10.8. Snow/Ice Removal and De-icing.

10.8.1. Snow/ice removal.

10.8.1.1. Coordinating Agencies. Snow will be removed from alert aircraft only after coordination with the following personnel/agencies:

10.8.1.1.1. SRO on alert.

10.8.1.1.2. Individual aircraft commander.

10.8.1.1.3. MOC.

10.8.1.1.4. SFCC.

10.8.1.2. Procedures.

10.8.1.2.1. Snow/ice will be removed from aircraft IAW published technical data and any applicable maintenance OIs.

10.8.1.2.2. If snow/ice accumulation is greater than can be removed in a reasonable time by alert crews, maintenance will provide additional personnel to assist with snow/ice removal. Crew members will be available for this operation but will not be used as the person on the wing during snow removal.

10.8.2. Aircraft de-icing.

10.8.2.1. Alert aircraft will be de-iced IAW published technical data and any applicable maintenance OIs.

10.8.2.2. Upon determination to de-ice alert aircraft, the alert maintenance supervisor will obtain coordination through the following personnel/agencies:

10.8.2.2.1. MOC, OG/CC, and MXG/CC.

10.8.2.2.2. SRO on alert and the aircraft commanders assigned to the individual aircraft.

10.8.2.3. Engine inlets and exhausts.

10.8.2.3.1. After periods of snow or freezing rain, engine inlets and exhausts will be inspected for ice accumulation, and turbine blades will be checked for freedom of rotation.

10.8.2.3.2. If ice accumulation is found and turbine blades fail to rotate, heat will be applied to inlets, and/or exhausts until ice is melted, all water is evaporated, and turbines rotate freely.

10.8.2.3.3. Heaters being used for melting ice in engine inlets or exhausts will not be left unattended.

10.9. Alert Response Actions. Upon notification of an alert exercise, all primary maintenance vehicles will monitor Ramp Net when directed to do so by the MXG (Warrior 4) or MOC.

10.9.1. All radio transmissions will be kept to a minimum unless reporting status concerning alert aircraft or emergencies. Normal radio transmissions may resume after the MOC transmits the resume normal alert notice.

10.9.2. Designated tanker maintenance vehicles with appropriate specialists will respond to each alert area and standby in case of maintenance problems during the exercise.

10.9.3. In the event of interphone failure, visual signals will be used. The crew chief and aircraft commander will review the signals during the daily preflight briefing.

10.9.4. Engine start malfunctions. Procedures in applicable technical orders will be used for engine starter malfunctions. Manual starts will not be performed for alert exercise starts.

10.10. Minor Maintenance. Minor maintenance or refueling may be accomplished without degrading the alert sortie, providing the aircraft commander and the alert maintenance supervisor concur.

10.10.1. If the conduct of maintenance and/or refueling actions permit restoration to “ready for taxi status” and OPLAN 8044 launch timing status can be met, follow procedures for “launch-able” configuration. Alert crews will respond upon alert notification and take positive actions to prepare the aircraft for immediate launch.

10.10.2. All minor maintenance and/or refueling will be accomplished as outlined in applicable technical orders.

10.10.3. Aircraft commanders and Command Post will be advised when minor maintenance is being performed.

10.10.4. Aircraft commanders will conduct a check to ensure proper switch placement after completion of any maintenance actions.

10.11. Major Maintenance. Major maintenance will require a decision by the MXG/CC and OG/CC as to whether the aircraft will be un-cocked and repaired or swapped out.

10.11.1. Major maintenance that does not prevent the aircraft from performing a OPLAN 8044 mission, but which does degrade aircraft capability may, following coordination with the aircraft commander, be worked on during alert. If the aircraft is unable to make the launch timing, the sortie will be un-cocked following coordination with the aircraft commander, Command Post, MXG/CC, and OG/CC.

10.11.2. Procedures to un-cock an OPLAN 8044 configured aircraft for planned maintenance are as follows:

10.11.2.1. The alert maintenance supervisor will coordinate the requirements with the MOC who will ensure availability of parts, equipment, and technicians.

10.11.2.2. MOC will determine the necessary requirements and approximate times required to complete maintenance work.

10.11.2.3. MOC will then pass the information on to the MXG/CC, OG/CC, and the aircraft commander for coordination.

10.11.2.4. When it is agreed that the discrepancy will be worked on in an un-cocked configuration, technicians will be dispatched to the aircraft with all necessary parts and equipment.

10.11.2.5. When technicians and parts/equipment are in place, the aircraft commander will notify Command Post. Command Post will then transmit the appropriate reports.

10.11.2.6. After coordination, the aircraft commander will declare the aircraft un-cocked (see paragraph 4.9.) and advise Command Post.

10.11.2.7. After the major maintenance has been completed and the aircraft is re-cocked, Command Post will transmit the appropriate reports.

10.11.2.8. Command Post is responsible for notifying the SFCC of the cocked/un-cocked status of all OPLAN 8044 aircraft.

10.12. General Maintenance Requirements. Immediately upon termination of an alert exercise, alert maintenance supervisors will check with each aircraft crew chief and aircraft commander for required maintenance or fuel top-off requirements. All maintenance actions will be passed to the MOC and specialists requested.

10.13. Normal Configuration and Procedures.

10.13.1. Grounding wires will be attached to the receptacle in the forward left fuselage and to the nearest ramp grounding point.

10.13.2. Ground cord will be plugged into the receptacle located by the external power receptacle.

10.14. Tire Rotation. Aircraft tires will be rotated IAW T.O. 4T-1-3 alert aircraft tire rotation procedures. Tire rotation will be briefed at the morning briefing and will normally be accomplished during pre-flight. All tire rotations will be accomplished with a fully manned towing team composed of on-duty alert personnel. Towing checklists will be used or may be accomplished during an exercise by using engines to roll forward.

Chapter 11

MISCELLANEOUS

11.1. Base Civil Engineer Responsibilities. The base civil engineer will provide the following services on a priority basis:

11.1.1. Snow removal is based on mission requirements and as outlined in the Grand Forks AFB Plan 32-1045, Snow and Ice Control, including snow removal from the surrounding driveway, alert vehicle parking areas, and crew private vehicle parking areas outside the alert area.

Building maintenance of all alert facilities.

Maintenance for KLAXON and alert route light systems.

11.2. Alert Facility Occupants Guidance.

11.2.1. Responsibility. The primary responsibility for enforcement of these rules is vested in each occupant and user of the alert facility. The alert force manager or the SRO on alert is responsible for the overall supervision and implementation.

11.2.2. Housekeeping: Good housekeeping principles are essential. On a short-term basis crew members are responsible for their own housekeeping. Each individual will treat the building and furnishings with care.

11.2.2.1. The furniture can only be replaced through fair wear and tear. Persons who willfully or through neglect damage furnishings will be held financially responsible.

11.2.2.2. If alert crews are billeted for an extended period of time, housekeeping duties will be provided by contracted cleaning service. Appropriate security measures will apply.

11.2.3. Sleeping quarters. Crews will sleep in their assigned rooms/beds. Any change in room assignment will be coordinated with the alert force controller. It is the crew member's responsibility to keep their personal area neat.

11.3. Alert Facility Power Failure.

11.3.1. In the event of a power failure in the alert facility, the alert force controller will immediately notify the Command Post. The alert force controller, upon direction from Command Post, will restrict the alert crew members and maintenance personnel to the alert facility. All crew members at locations other than the alert facility will be recalled.

11.3.2. If communications cannot be maintained with the Command Post, alert crews will be notified to proceed to the aircraft and establish communications with the Command Post.

11.3.3. The alert force controller will call CE at ext. 7-4667 to report the failure. CE will take the necessary action to restore power as soon as possible.

11.4. List of Acronyms.

11.4.1. AARP. Alert Aircraft Repositioning Plan

- 11.4.2. Alert CQ. Alert Charge of Quarters
- 11.4.3. AOA Briefing. Assumption of Alert Briefing.
- 11.4.4. CAT. Crisis Action Team.
- 11.4.5. CMF. Combat Mission Folders.
- 11.4.6. DNIA. Duty not to include alert.
- 11.4.7. DNIF. Duty not to include flying.
- 11.4.8. DRC. Distant recognition code.
- 11.4.9. EAL. Entry authority list.
- 11.4.10. EC. Entry Controller.
- 11.4.11. ECP. Entry Control Point.
- 11.4.12. ESRT. External Security Response Team.
- 11.4.13. ISRT. Internal Security Response Team.
- 11.4.14. MOC. Maintenance Operations Center.
- 11.4.15. PL. Protection Level.
- 11.4.16. RAB. Restricted Area Badge.
- 11.4.17. SRO. Senior Ranking Officer.
- 11.4.18. UDM. Unit Deployment Manager.

STEVEN E. WAYNE, Colonel, USAF
Commander

Attachment 1**LIST OF AUTHORIZED LOCATIONS FOR CREW FREEDOM OF MOVEMENT**

A1.1. The final authority on Base Freedom of Movement options is the Wing Commander or designated representative.

UNRESTRICTED

<u>LOCATION</u>	<u>ADDRESS</u>	<u>PHONE</u>
ALL RESTRICTED FACILITIES LISTED BELOW PLUS THE FOLLOWING:		
Airey Dining Facility	642 H St.	7-4104/3276
Base Fitness Center	449 6th Ave.	7-3384
Base Operations	695 Steen Blvd.	7-4409
Flight Surgeon	1599 J St.	7-5504
Sunflower Chapel	1699 J St.	7-3073

RESTRICTED

<u>LOCATION</u>	<u>BUILDING</u>	<u>PHONE</u>
Alert Facility	808 Alert Ave.	7-3008/9

A1.1.1. Airey Dining Facility requirements:

A1.1.1.1. Crews are required to have two operable TAAN radios.

A1.1.1.2. A designated Services telephone monitor will be required to monitor a dedicated phone for Alert Force notification at all times when crews are messing. Contact crews at 7-4104 while at the Airey Dining Facility.

A1.1.1.3. During exercises crews will eat all meals at the Airey Dining Facility regardless of movement restrictions.

A1.1.1.4. If crew movement is restricted under real world conditions coordinate meal delivery through the Alert Force Controller desk. Services will fax a daily menu to the Alert Force Controller desk.

A1.2. If a KLAXON, which services several offices in the same building, is inoperative, all offices in that building will be off limits.

Attachment 2

KLAXON CHECKING AND REPORTING SYSTEM

A2.1. The KLAXON system is tested by the Command Post weekly.

A2.2. To ensure a positive check of the KLAXON system, each agency listed in this attachment will make a status call to the Command Post controller. If Command Post is not contacted, Command Post will make a status call to the agencies that did not respond.

A2.3. Agencies whose KLAXON is inoperative will be reported to the OG/CC for further action.

A2.4. Facilities other than those listed here have KLAXONs. The buildings listed below are considered primary KLAXON alert locations and must have operable KLAXONs for alert operations.

Table A2.1. Primary KLAXON Alert Locations.

LOCATION	BLDG#	PHONE #
Alert Controller	807	7-3008/9
Base Ops/Wx	528	7-4409
Control Tower	634	7-3808
Fire Dept (Alarm Rm.)	530	7-6304
Flight Surgeon	109	7-5504
Security Forces	103	7-5351
Airey Dining Facility	315	7-4104
Fitness Center	308	7-3384

Attachment 3**ALERT ROUTES****A3.1. Alert Route Lighting and KLAXON System.**

A3.1.1. The toggle switch on the Command Post Controller's console identified as "Alert RT Lights" is required to be connected to only the following intersections:

Eielson Ave & Bldg 621 (Outdoor Recreation)	G St & Steen Ave
Eielson Ave & 7th Ave	H St & Steen Ave
Eielson Ave & Tuskegee Amn Blvd	7th Ave & I St
Eielson Ave & Steen	7th Ave & Hozapple St
Eielson Ave & 4th	Tuskegee Amn Blvd & Hozapple
Eielson Ave & 1st	Hozapple St & Steen Ave
Eielson Ave & Alert Ave	7th Ave & J St
Alert Ave & Alpha Ramp ECP	J St & Tuskegee Amn Blvd
Tuskegee Amn Blvd & G St	J St & Steen Ave
Tuskegee Amn Blvd & H St	

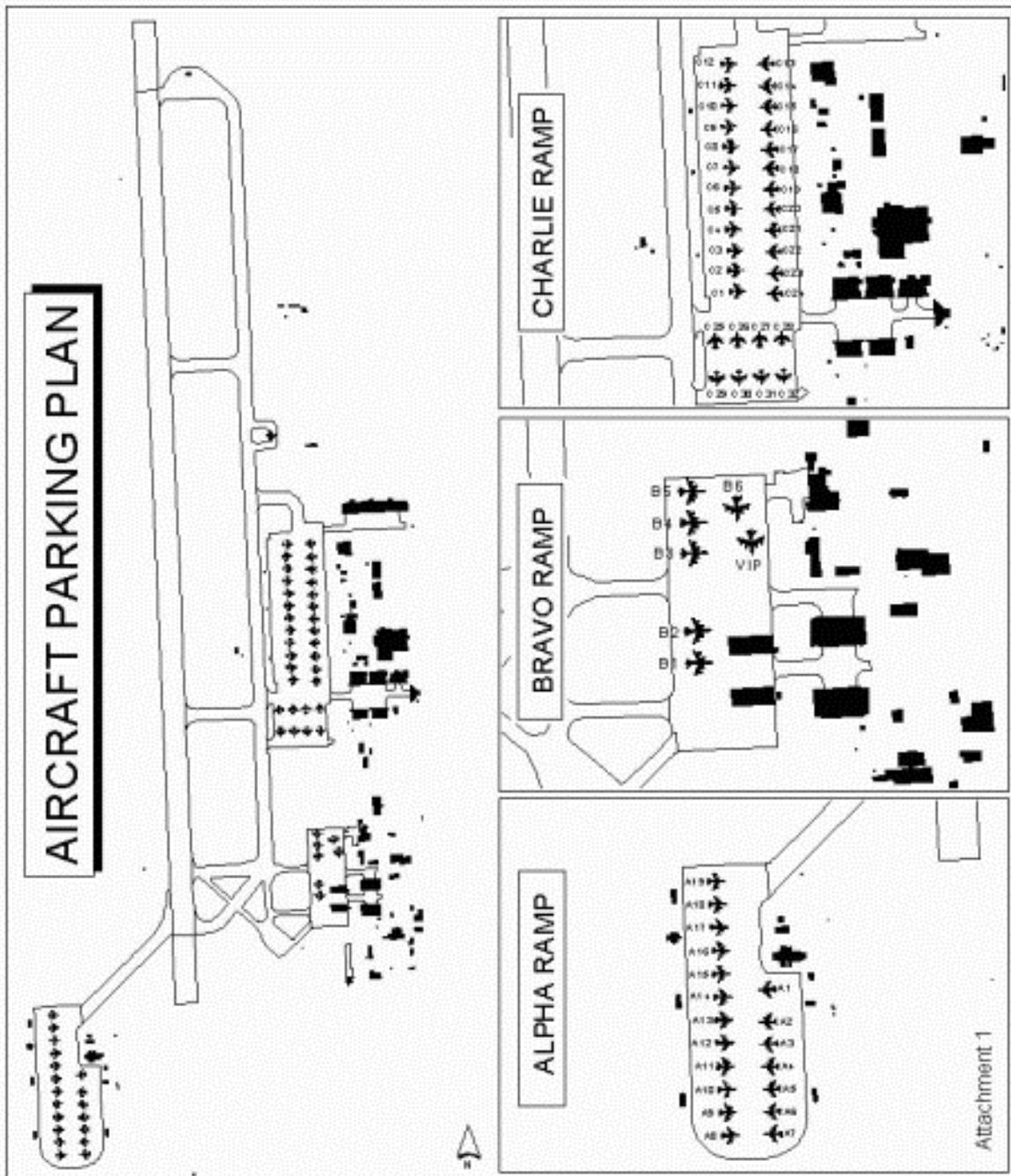
A3.1.2. The toggle switch (with timer for 3-5 minutes) on the Command Post Controller's console identified as "KLAXON Alert" is required to be connected to the following internal building locations:

Alert Facility (Bldg 807)	Fitness Center (Bldg 308)
Fire Dept Alarm Room (Bldg 530-light only)	Aero-Medical Office (Bldg 162)
Tower (Bldg 634-light only)	Airey Dining Facility (Bldg 315)
SFCC (Bldg 103-light only)	Base Operations/Wx (Bldg 528)

Attachment 4

MASTER PARKING PLAN

Figure A4.1. Aircraft Parking Plan.



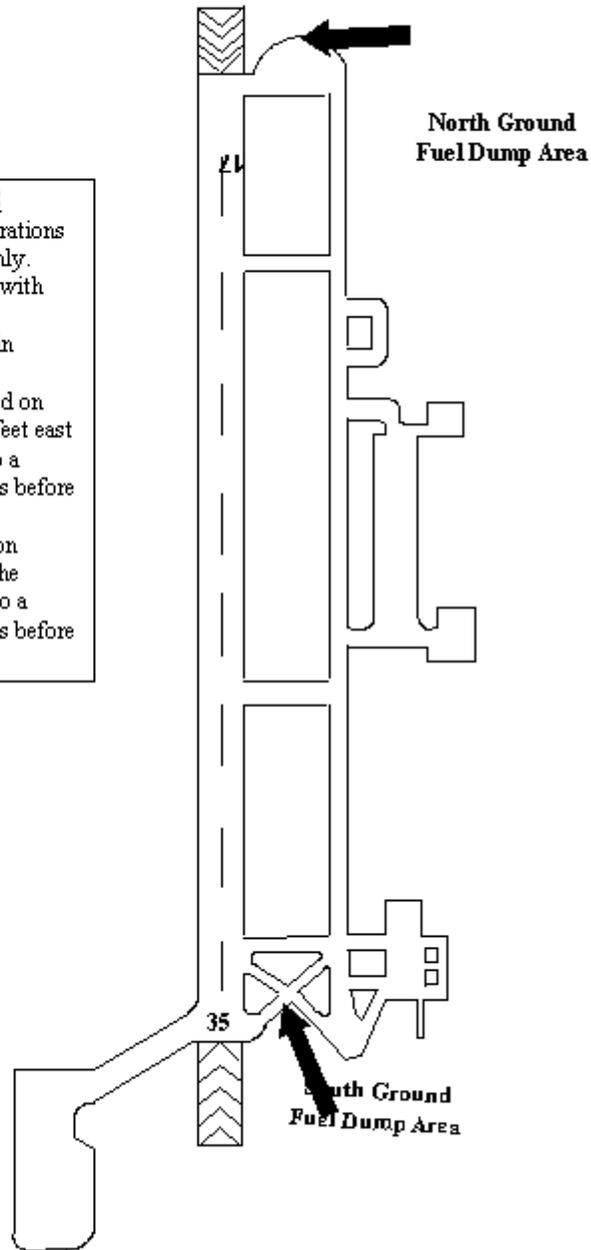
Attachment 5

KC-135 FUEL DUMP AREA

FUEL DUMPING PROCEDURES

1. Accomplish only during 8044 operations or extreme peacetime emergencies only.
2. Ensure two-way communications with tower and Command Post.
3. Ensure fire dept. crash trucks are in position before dumping begins.
4. The south fuel dump area is located on taxiway Charlie, approximately 150 feet east of the hold line. Aircraft shall turn to a heading of approximately 340 degrees before dumping fuel.

The North fuel dump area is located on taxiway Golf, between the road and the runway overrun. Aircraft shall turn to a heading of approximately 175 degrees before dumping fuel.



Attachment 6

KC-135 CREW CHIEF ALERT BRIEFING

A6.1. KC-135 Crew Chief Alert Briefing.

A6.1.1. General Briefing Items.

A6.1.1.1. Duress words and Distance Recognition Code (DRC) procedures.

A6.1.1.2. Alpha Ramp area entry and movement procedures. Personnel wishing entry into Alpha RAMP area must be pre-announced.

A6.1.2. Parking:

A6.1.2.1. Alert vehicles will be parked off the left wing tip where possible with the doors closed, brakes set, chocks installed, and keys left in the vehicle.

A6.1.2.2. AGE will be positioned so as not to interfere with aircraft taxi capability.

A6.1.3. Scramble and Starting procedures:

A6.1.3.1. Pull engine covers ram air inlet cover and disconnect aircraft grounding wire. Crew will remove pitot covers. **NOTE:** Engine covers will be removed expeditiously and placed in the alert vehicle and alert vehicle doors closed. Aircraft grounding wire will be disconnected and thrown away from aircraft (leave attached to grounding point).

A6.1.3.2. Get on head set.

A6.1.3.3. Monitor start (fan rotation). Crew will notify crew chief when abnormal EGT, compartment hot, or engine malfunctions exist.

A6.1.3.4. Pull chocks (as per T.O. 1C-135(K) R-1, Section 2).

A6.1.3.5. Ensure area around aircraft is clear for taxi.

A6.1.3.6. Announce: "Airplane in taxi configuration, coming aboard." **DO NOT WAIT FOR CREW TO CLEAR YOU ABOARD.**

A6.1.3.7. Disconnect interphone cord, come aboard-bring up ladder, close door, and tie down ladder.

A6.1.4. Inoperative battery.

A6.1.4.1. Consider switching APU and aircraft batteries.

A6.1.4.2. Visually signal for maintenance and apply external power if available.

A6.1.5. Engine fire or failure to start. Crew chief will notify pilots of fire and give description (e.g., intake, tail pipe, ground, etc.).

A6.1.6. Alert timing. Emphasize that taxi time is established to allow for normal engine start and engine starter malfunction. Brief normal start and engine starter malfunction procedures. Accomplish all tasks quickly in order to establish a ready to taxi time in minimum time. Strive to be ready to taxi within 8 minutes. Expedite, but do it **safely**.

A6.1.7. When leaving aircraft. Last crewmember out of the aircraft will insure battery switch is off, DC ammeter and voltage selector switch is in the "OFF" position, and the alert light is off.

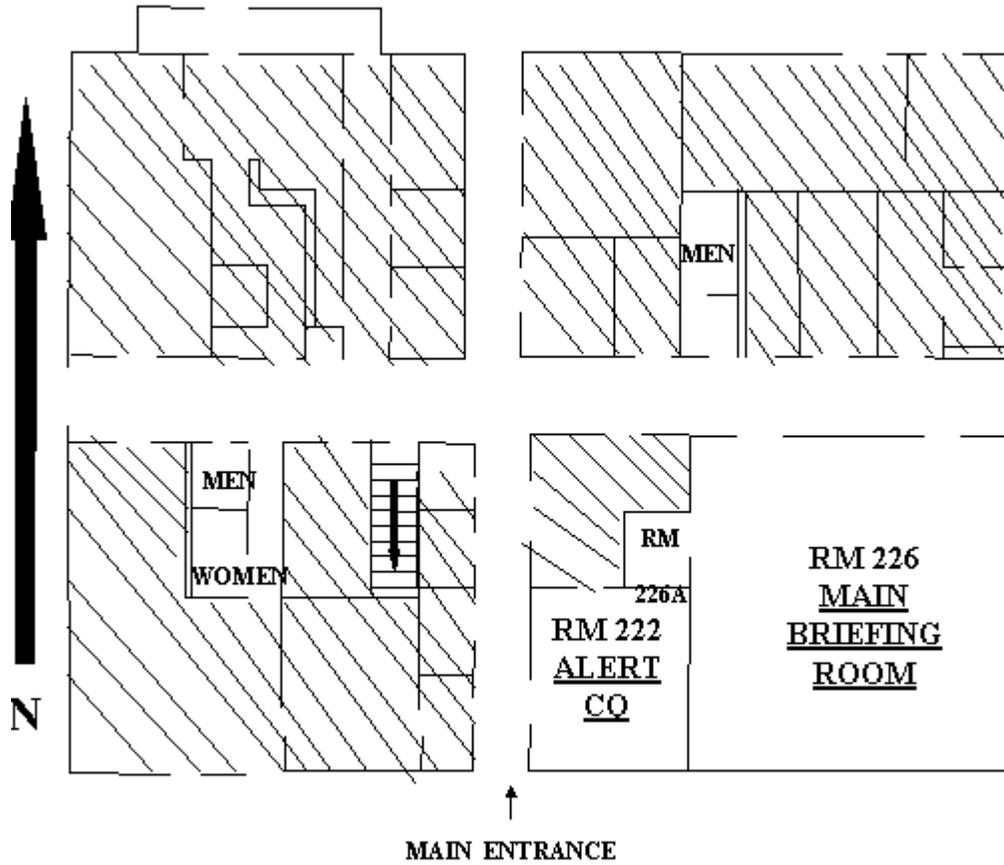
A6.1.8. Additional briefing items.

A6.1.8.1. Crew chief is part of crew and will be located with and travel with crew when duties permit.

A6.1.8.2. Crew chief will advise aircraft commander of crew chief changeovers. During changeover current chief must brief on-coming chief of brief items.

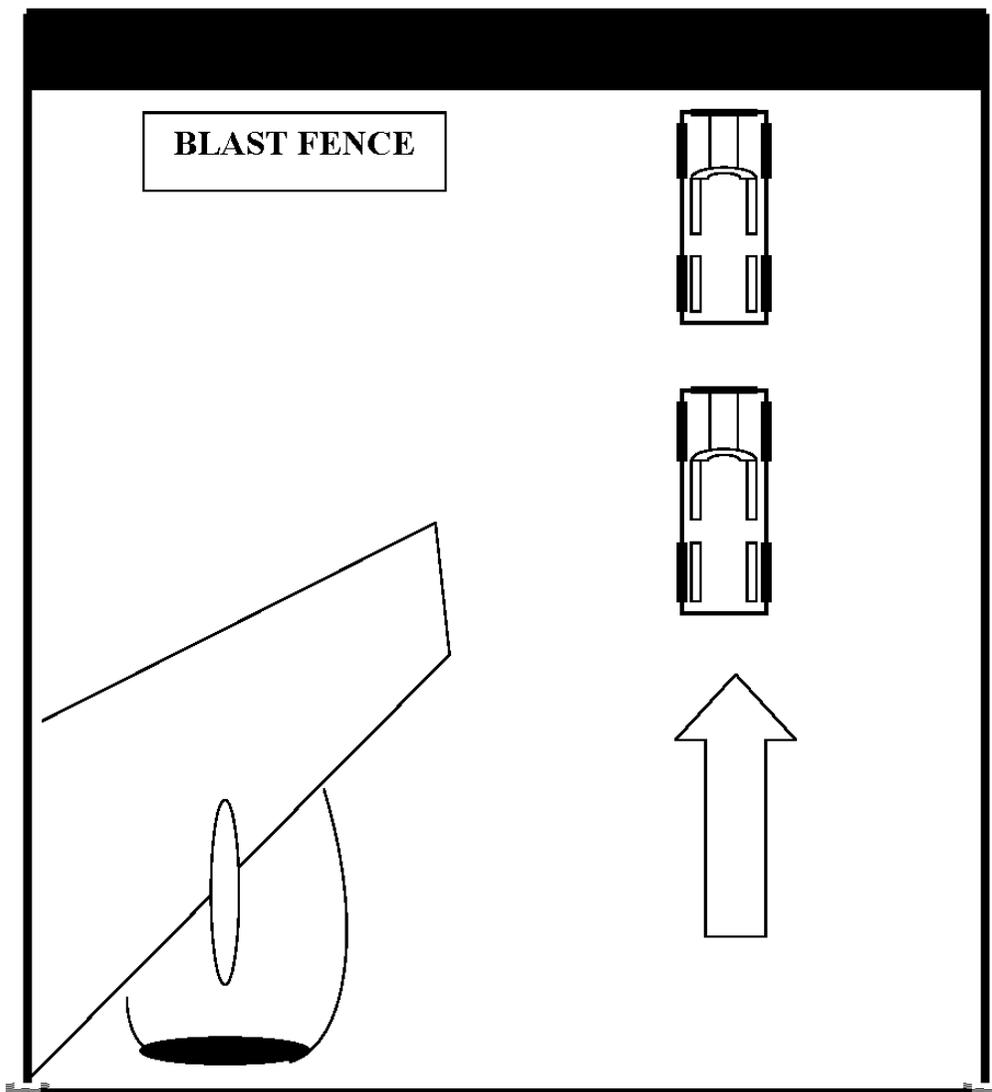
Attachment 7

ALERT FACILITY DIAGRAM (BLDG 807)
(UPPER FLOOR)



Attachment 8

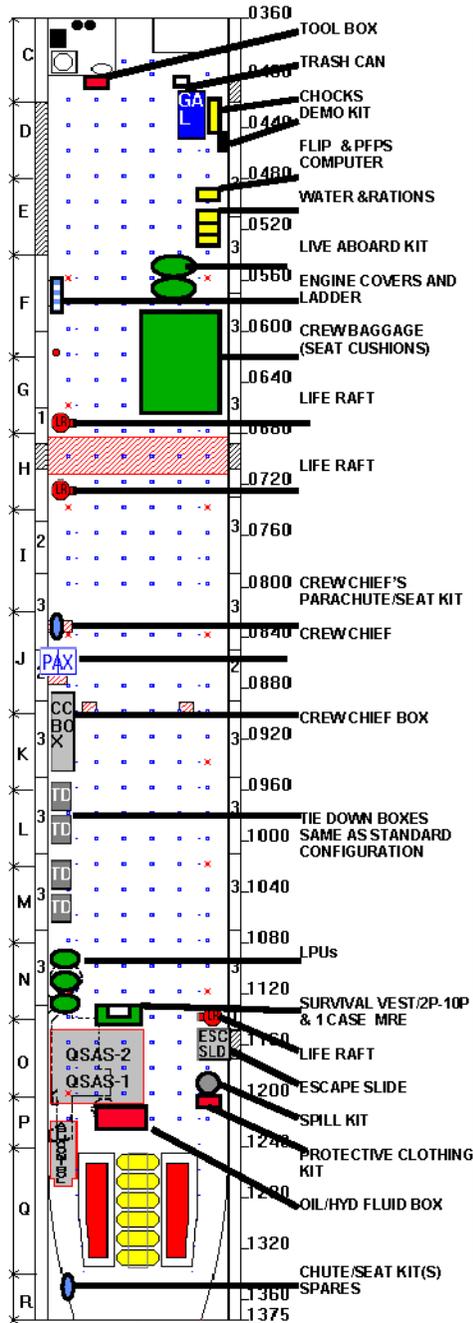
TANKER ALERT VEHICLE PARKING (ALPHA RAMP)



Attachment 9

TANKER SIOP CONFIGURATION

15 Jan 2003



319 ARW KC-135 SIOP CONFIGURATION		
COMP	ITEMS	ARM
C	TOOL KIT	420
D	DEMO KIT	450
E	FLIP/PFPS COMPUTER	500
E	WATER/RATIONS	520
F	LIVE ABOARD KIT	560
F	ENGINE COVERS	570
F/G	CREW BAGS / CUSHIONS	620
G	LIFE RAFT	670
H	LIFE RAFT	720
J	CREW CHIEF+CHUTE	840
K	CREW CHIEF BOX	920
L/M	TIEDOWN STORE BOXES	960 THRU 1060
N	LPUS (3 BAGS)	1120
O	SURVIVAL VEST/2P-10Ps	1140
O	1 CASE MRE	1140
O	LIFE RAFT	1140
O	ESCAPE SLIDE	1160
O	SPILL KIT	1190
O	PRO CLOTH KIT	1210
P	OIL/HYD FLUID BOX	1220
Q	CHUTES/KIT	1320

NOTES

PLZTs AT EACH CREW POSITION
 1 ea CREW DECON KIT IN NAV OVERHEAD CABINET
 60 EPOS: ONE ATTACHED TO EACH TROOP SEAT

PARACHUTES/SEAT KITS PREPOSITIONED AT DUTY STATIONS (SEAT CUSHIONS STOWED WITH CREW BAGGAGE IN G COMPT)

DO NOT STORE OR RESTRAIN BAGGAGE OR EQUIPMENT ON THE GASEOUS OXYGEN BOTTLE RACK.

THE PROTECTIVE CLOTHING KIT MAY BE STACKED ON THE SPILL KIT AND SECURED, IN ORDER TO SAVE SPACE

Attachment 10**PREPARING ENTRY AUTHORITY LIST (EAL)-SAMPLE FORMAT**

MEMORANDUM FOR 319 ARW/CC

FROM: HQ AMC/SPOS
 502 Scott Drive Room 326
 Scott AFB IL 62225-5318

SUBJECT: Grand Forks AFB Operational Readiness Inspection Entry Authority List (EAL) Format

1. The following personnel assigned to HQ AMC will conduct an Operational Readiness Inspection visit to Grand Forks AFB, during the period of XX XXX XX to XX XXX XX. The listed individuals require access as indicated. This EAL will expire XX XXX XX.

NAME	GRADE	ORG	SSN	Restricted		Areas Authorized Entry
				Area Badge	Card Number	
Albert C. Artin	Lt Col	AMC IG	XXXX	K-XXXXXX	TS	a,b,c,d
John P. Smith	MSgt	AMC IG	XXXX	C-XXXXXX	S	d

ENTRY/ACCESS

- a. Access to SIOP-ESI Category 01 information
 - b. Access to SIOP-ESI Category 01 and 10 information.
 - c. Access to SIOP-ESI Category 01, 04 and 10 information.
 - d. Authorized unescorted entry into Generation Force Aircraft limited areas.
- (These are just sample access requests)

RICHARD A. JONES, Colonel, USAF
 Team Chief, AMC Inspection Team

1. REFERENCE: Air Force Instruction 31-101 Volume I/AMC Supplement 1: The Air Force Installation Security Program

2. GENERAL: This establishes procedures for receiving, authenticating and distributing inspection team EALs. The validation, authentication and posting of EALs is part of the evaluation process and facilitates the movement of inspection team members.

3. EAL REQUIREMENTS: EALs must identify whether an individual is authorized unescorted entry or requires an escort. In addition, EALs must contain the following information.

- a. Name, rank, and last four numbers of the SSN.
- b. Organization.
- c. Badge number.
- d. Clearance status.
- e. Dates of visit.
- f. Areas authorized entry.
- g. Expiration dates.

4. PROCEDURES:

a. EAL Validation: The inspection team chief will ensure the EAL is presented to the installation commander or designated representative. The visiting team normally coordinates the visit and provides advance notice to the installation commander. If this is the case, the advance notice serves as EAL validation. If advance notification was not received or there is doubt concerning the team's validity, the installation commander or designated representative will verify the visit and inspection team EAL by contacting the team's home unit or MAJCOM/NAF command center.

1. Once verified, the installation commander, or designated representative will annotate two copies of the EAL with "Validated", date, signature block, and signature. One copy will be retained by the CP, and one copy will be maintained by SFCC.

2. The 319 ARW/CC has delegated validation authority to the following individuals:

319 ARW/CV	Vice Wing Commander
319 MSG/CC	Mission Support Group Commander
319 MSG/CD	Deputy Mission Support Group Commander

b. EAL Authentication: EALs must be authenticated before they can be used for restricted/controlled area entry. A security force supervisor, E-6 or above, will authenticate the EAL. The security forces supervisor must sign all pages of a multiple page EAL.

5. Additions and Deletions to EALs. Care must be exercised when making changes to EALs to prevent unauthorized entry. Any addition or deletion must be in memorandum format and attached to the applicable EAL. Addition and deletion memorandums must be processed in the same manner as the original EAL.

Attachment 12

GFAFB FORM 41 AUTHORIZATION EXAMPLE



DEPARTMENT OF THE AIR FORCE

319TH AIR REFUELING WING (AMC)

GRAND FORKS AIR FORCE BASE, NORTH DAKOTA

MEMORANDUM FOR 319 SFS/SFCC

FROM: 319 OG/UDM

SUBJECT: AUTHORITY TO SIGN GFAFB FORMS 41

- The following individuals are authorized to sign block 6b on the GFAFB Form 41 (Alert Aircraft Entry Authority List).

JOHN H. SMITH, Capt, USAF
319OSS/OSO

Signature

JOHN H. SMITH, Capt, USAF
319 OSS/OSO

Signature

JOHN H. SMITH, Capt, USAF
319 OSS/OSO

Signature

JOHN H. SMITH, Capt, USAF
319 OSS/OSO

Signature

JOHN H. SMITH, Capt, USAF
319 OSS/OSO

Signature

2. This letter is effective upon receipt. Destroy this letter at termination of event.

Attachment 13

PRE-ANOUNCEMENT LOG

GRAND FORKS AIR FORCE BASE ALERT AIRCRAFT ENTRY AUTHORIZATION LOG							
<p><i>PURPOSE: The purpose of this form is to control access into Alert Aircraft. This form is designed to provide the data required for positive entry control.</i></p> <p><i>INSTRUCTIONS: The scheduling official will prepare this form and handcarry it to 279th Security Forces Control Center, Sldg #702 as soon as possible. All entries must be typed. Plan and list changes in this form. The use of "O/R" or "O/NL" instead of a specific rank is authorized. The signature of the scheduling official MUST be an original. Unread sections or unused portions of this form will be lined through so that no additional entries can be made. This form will be authenticated by a security forces member, O-6 or above. The aircraft commander is the sole authority for granting entry to an alert facility and may delegate this authority to only one other member of the crew. The aircraft commander will</i></p>							
1. PREPARED BY: (Rank, Last Name, First I/O) Capt Paul, Dennis, C.				2. MESSAGE TAG NUMBER: 61-8034			
3. MESSAGE AUTHORIZATION							
NAME	BRANCH	LAST I/O	CREW POSITION	DUTY POSITION	ISSUING AUTHORITY	UNIT	PHONE NUMBER
Paul H. Dow	ORB	12-3456	AC	AC	X	9054 BE	A1E45
Frank L. Jones	ORB	12-3456	CO	CO		9054 BE	A1E45
Edwin S. Smith	HNL	12-345	EO	EO		9054 BE	A1E45
James C. Robinson	HNL	12-3456	CC	CC	X	1G-9A	A1E45
William A. Shakespeare	HNL	12-345	CC	CC		1G-9A	A1E45
////////////////////////////////////	///	////	LAST	ITEM	/	////////	////////
4. COMMENTS:							
5. SECURITY FORCE MEMBER AUTHENTICATION							
PRINTED OR TYPED NAME (LAST, FIRST)			PHONE:	DATE:	SIGNATURE:		
6. MESSAGE AUTHORIZATION							
DATE: 20040328	MESSAGE OFFICER'S SIGNATURE (NAME, GRADE, I/O)						