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Operations

VEHICLE OPERATIONS ON THE AIRFIELD

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This instruction establishes policies, procedures, and responsibility for control of vehicle operations on the MacDill Air Force Base (AFB) airfield. It applies to all personnel who must operate government-owned or privately owned vehicles on the airfield. This instruction augments AFI 31-204, Air Force Motor Vehicle Traffic Supervision; AFJMAN 24-306, Manual for the Wheeled Vehicle Driver, Ch 25; AFOSH Standard 91-100, Aircraft Flight Line - Ground Operations and Activities; AFI 13-213 Airfield Management; AFI 31-209, The Air Force Resource Protection Program; and MACDI 31-103, The Physical Security Program.

SUMMARY OF REVISIONS

This document must be reviewed in its entirety as numerous minor changes have been made throughout.

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1. General: Vehicles are required on the airfield to support operations and maintenance. Although government owned vehicles (GOV) provide the bulk of required vehicle support, some situations require augmentation by privately owned vehicles (POV). Vehicle traffic greatly amplifies the potential for collisions, injury, Foreign Object Damage (FOD) to aircraft, and security incidents. Positive control of vehicles and vehicle operators is imperative and must be kept to a minimum.

2. Terms:

2.1. GOV: Any vehicle, including bicycles, wholly owned or leased by the US government.

2.2. POV: Privately Owned Vehicle, any vehicle not owned or leased by the US government.

2.3. Airfield: Defined as all aircraft movement areas including the runway, taxiways, arm/dearm areas, parking areas and servicing areas as indicated on [Attachment 3](#).

2.4. Controlled Movement Area (CMA): Defined as Runway 04/22, overruns, and Taxiways Alpha, Bravo, Charlie, Echo and Foxtrot. All vehicle movement within 100 feet of the runway must have direct radio contact with the tower.

2.5. Restricted Areas: Contain protection level resources. Protection level resources are collected into defined areas and controlled using a single security control system. Restricted areas are shown on the airfield by red lines painted onto the pavement. The entry control points (ECP) are shown in black with red and white stripes on the pavement. There are currently four restricted areas on the airfield (North/South Ramp, Fuel Pits, deployed unit complex (DUC) Ramp).

2.6. VCO: Vehicle Control Officer

2.7. VCNCO: Vehicle Control Noncommissioned Officer

3. Responsibilities:

3.1. The Commander, 6th Air Refueling Wing (6 ARW/CC), or the 6th Operations Support Squadron, Office of the Chief, Airfield Management (CAM) (6 OSS/OSAA), is the final authority for controlling traffic on the MacDill AFB airfield.

3.2. The CAM is responsible for approving/disapproving requests for airfield passes/cones, and is the final authority on all airfield-related activity. The CAM oversees all aspects of the airfield driving program and will conduct periodic spot checks for AF Forms 483, Certificate of Competency.

3.3. The 6th Security Forces Squadron (6 SFS) will:

3.3.1. Notify Airfield Management of POVs driving on the airfield that do not have the POV authorization cone displayed on the hood of the vehicle on the driver's side.

3.3.2. Complete a report for violations of this instruction and/or issue the appropriate citation for motor vehicle violations.

3.4. VCO/VCNCOs will:

3.4.1. Be appointed by a memorandum signed by their unit commander.

3.4.2. Certify that all personnel in their unit, as a minimum, possess a valid driver's license and have completed all items on the documentation of airfield training and certification letter. Refer to Airfield Management Airfield Driver's Familiarization Program prior to being tested for airfield

driving authorization. Each unit's VCO/VCNCO will retain this documentation as proof of accomplished training.

3.4.3. Ensure all assigned personnel are fully aware that operation of POVs on MacDill AFB airfield is strictly prohibited, unless authorized by the CAM.

3.4.4. Utilize airfield diagram (**Attachment 3**) to familiarize personnel with the layout of the airfield and access routes.

3.4.5. Ensure compliance with all safety rules as set forth herein and as outlined in AFOSH Standard 91-100 and AFMAN 24-306, Ch 25.

3.4.6. Ensure all driver's training is properly completed and the driver's training record is current. Annual refresher training must be conducted and documented.

3.4.6.1. Ensure airfield driver's have been tested for color vision by the hospital (Eye Clinic, Bldg. 711). If individual fails this test, a light gun test with the control tower must be accomplished.

3.4.6.2. Issue airfield driver's test written by Airfield Management (6 OSS/OSAA) in accordance with this instruction, only after all other phases of airfield driver's training are complete.

3.4.6.3. Upon completion of the Airfield Driver's Familiarization Program and training program, the VCO/VCNCO and trainee will certify that each item has been trained on the Documentation of Airfield Driving and Certification sheet. The unit commander will then sign the form certifying that the trainee is qualified and authorized to drive on the airfield.

3.4.6.4. Ensure a minimum passing score of 80% on the written exam. Failures must wait 24 hours before being re-tested.

3.4.6.5. After all training items have been accomplished by the VCO/VCNCO and the unit commander has signed the Documentation of Airfield Driving and Certification sheet, the trainee will bring the documentation form and a blank AF Form 483 to Airfield Management for certification.

3.5. The 6th Medical Group will:

3.5.1. Conduct necessary color vision testing, e.g., Dvorine PIP Color Vision Test, to determine if individuals can distinguish between red, green, white, yellow, and blue.

3.5.2. Document the Memorandum of Certification stating the individual has received a color vision test. This statement must be signed by medical personnel.

3.6. Qualified drivers and operators must:

3.6.1. Have in their possession a valid driver's license.

3.6.2. Have in their possession an AF Form 483 over-stamped "AUTHORIZED FLIGHTLINE, MAFB FL" by Airfield Management. The AF Form 483 will be issued by Airfield Management once the driver has successfully completed the Airfield Driver's Familiarization and Training Program, which is conducted by each unit's VCO/VCNCO.

3.6.3. Be responsible for reporting to their supervisor any violations of this instruction or any violation of safety practices.

3.6.4. Ensure their vehicles are free of items that could contribute to a FOD hazard to aircraft. Furthermore, vehicle operators are tasked to stop and pick up any objects found on the airfield that are capable of resulting in FOD. FOD such as aircraft hardware, tools, nuts and bolts, etc., will be turned into the unit FOD monitor or Airfield Management in Hangar 3.

3.7. Contractor-owned vehicle operator requirements. To promote a safe and standard airfield driving environment, contractor personnel will be briefed on the contents of this instruction by qualified contract management personnel, Chugach Management Services, Inc. Contractors not assigned to Chugach will be issued temporary flightline passes from Airfield Management after receiving and acknowledging airfield driving briefing from Airfield Management. Contractors assigned to Chugach will be issued an AF Form 483 in accordance with this instruction.

3.8. Chugach Management Services will:

3.8.1. Designate in writing, to include a telephone number, an individual(s) who will brief airfield driving procedures to contractor personnel. Forward a copy to 6 OSS/OSAA no later than three duty days prior to the start date of the construction.

3.8.2. Ensure contractor vehicle operators understand the procedures outlined in this instruction, and ensure contractors (non Chugach) report to Airfield Management (6 OSS/OSAA) to receive a temporary airfield pass/cone.

3.8.3. Maintain a list of qualified vehicle operators and a telephone number of supervisors for each contract. Forward a copy of this list to 6 OSS/OSAA upon request.

3.8.4. Ensure contractor maintains a copy of the briefing or equivalent they received on airfield driving.

3.8.5. In conjunction with the CAM and 6 SFS, designate, during contract negotiation, an access route for each contractor on the airfield.

3.8.6. Designate, to the maximum extent possible, off-airfield POV parking for contractor personnel. Routes used to and from the work site will avoid the airfield as much as possible.

3.9. Temporary Duty (TDY) personnel. TDY personnel may not operate a vehicle on MacDill AFB airfield without a valid AF Form 483 endorsed for airfield driving at their home base. Host unit commanders will ensure personnel deployed to their unit are briefed on the provisions of this instruction. The airfield diagram ([Attachment 3](#)) will be used to familiarize personnel with the airfield layout.

4. Airfield Operating Procedures.

4.1. POVs will not be operated on the MacDill AFB airfield unless authorized under this instruction.

4.1.1. The operation of privately owned two or three wheeled motorized or non-motorized vehicles is prohibited on the airfield.

4.1.2. Organizational bicycles (government owned) are only permitted on parking aprons and inside the dispersed parking areas. Bicycles will not be permitted to operate on the runway or taxiways. The use of privately owned bicycles on the airfield is strictly prohibited (ref AFOSH Standard 91-100).

4.1.3. Use of government owned golf carts is allowed; however, certain requirements must be met:

- 4.1.3.1. All items inside the cart must be secured so as not to be blown out of the cart by wind or jet blast.
 - 4.1.3.2. Carts must remain at least 200 feet in front of and 800 feet behind all aircraft with engines running or about to start.
 - 4.1.3.3. Most carts are not equipped with speedometers, so caution should be used not to exceed 15 mph.
 - 4.1.3.4. Carts must be equipped with forward and rear lamps if operating at night or during inclement weather.
- 4.2. Speed limits. No vehicle on the airfield will exceed 15 mph. Exceptions to speed limits include:
- 4.2.1. Vehicles operating in close proximity to aircraft (within 25 feet) will not exceed 5 mph.
 - 4.2.2. Special-purpose vehicles (i.e., tugs, forklifts, refueling vehicles, K-loaders, etc.) will not exceed 10 mph.
 - 4.2.3. Aircraft being towed will not exceed 5 mph.
- NOTE:** For access roads leading to the runway, taxiways, south ramp, and deployed unit complex (DUC) ramp, the speed limit is 15 mph.
- 4.2.4. Vehicles towing ground maintenance or servicing equipment:
 - 4.2.4.1. Will not exceed 10 mph.
 - 4.2.4.2. Will not tow more than two units of any type of equipment in tandem at any time.
 - 4.2.4.3. Will not use ropes, chains, cables, or other flexible means of towing ground servicing equipment.
 - 4.2.4.4. Aerospace Ground Equipment (AGE) towing vehicles may be placed in neutral and left running while the driver completes hook-up operations. This facilitates movement of the AGE towing vehicle by hand to align the pintle and tongue. Drivers must shut off the vehicle, set the parking brake, and place the vehicle in park or reverse if the AGE equipment is not to be towed immediately following hook-up.
 - 4.2.5. Emergency-response vehicles and responding Single Integrated Operations Procedures (SIOP) Alert vehicles may exceed 15 mph only when responding to an emergency and with emergency lights in operation. However, safety and caution are of the utmost importance in responding to an emergency. Responding to a priority maintenance mission is not an emergency and is not an excuse to exceed the speed limit.
 - 4.2.6. "Follow-me" vehicles may be operated in excess of 15 mph only to accommodate the optimum safe taxiing speed of aircraft and when safety considerations will not be compromised.
 - 4.2.7. Driving within the CMA will be at safe speeds. If at any time the control tower informs the operator to expedite off the runway due to inbound aircraft or other situations that require the runway to be free of vehicles, the vehicle will depart the runway at the safest speed possible.
- 4.3. Shortcuts. It is expressly forbidden for any vehicle to use the airfield area as a shortcut to any point on or off the airfield that is accessible by roads outside of the airfield. Perimeter road at the approach end of runway 04 (Pier Side) is "OFF LIMITS" to vehicles.

4.4. Airfield access points. Paved access roads will be utilized for all vehicles transiting to and from the airfield. Entry onto the airfield via a non-paved access point is strictly prohibited. Security Forces vehicles responding to alert conditions are exempt, however, all-terrain vehicles will remain clear of the airfield unless mission essential (see para 4.5.3. of this instruction). All vehicles will stop and check tires for FOD prior to entering any portion of the airfield.

4.5. Taxiway driving.

4.5.1. Prior to entering the airfield, all vehicles will be checked by the driver for any foreign objects in the tire treads. When debris is carried onto the hard surface, the driver will stop the vehicle and pick up all debris before departing the area. If the debris cannot immediately be cleaned up due to excessive amounts, the driver will immediately contact Base Operations via radio (Base Ops) or landline (828-2321) and request a sweeper to respond to the area for clean-up.

4.5.2. Vehicles operating on taxiways will not drive on the taxiway centerline unless they are specifically checking the pavement condition of the taxiway or checking the taxiway for foreign objects. Normally, the only vehicles that will be authorized to operate on the centerline of any taxiway are Airfield Management vehicles (Airfield 1 and 2), 'Follow-Me' vehicles, and flightline sweepers.

4.5.3. Vehicles will travel on the far right-hand side of the taxiway centerline in reference to the vehicle's direction of travel (see [Attachment 5](#)). Emergency response vehicles and responding SIOP vehicles with rotating emergency lights in operation and responding to actual emergency conditions may travel on the near right-hand side. Caution will be observed.

4.5.4. Vehicles will not overtake and pass taxiing aircraft. If a vehicle meets a taxiing aircraft, the vehicle will pull onto the taxiway shoulder and allow the aircraft to pass, maintaining a minimum 25-foot wingtip clearance. If required, vehicles will make a 180-degree turn and exit the taxiway to provide a clear taxi path for the aircraft. Vehicles are not to be driven into the grass unless duties require it. Emergency vehicles with emergency lights responding to actual emergencies are exempt, however, they must maintain at least 25 feet wingtip clearance.

4.5.5. All vehicles, except emergency and SIOP alert vehicles responding to an alert or emergency, will stop prior to entering the airfield regardless of where they enter. Emergency response vehicle and SIOP alert vehicle operators must ensure they enter the airfield in a safe manner.

4.5.6. All vehicles must yield the right-of-way to taxiing aircraft.

4.5.6.1. Vehicles must not cross a taxiway when an approaching aircraft is within 200 feet or until the aircraft has passed by at least 200 feet.

4.5.6.2. Vehicles must remain at least 100 feet from any helicopter with its rotors in motion.

4.5.7. Vehicles must yield right-of-way to emergency response vehicles and SIOP alert vehicles with rotating emergency lights in operation.

4.5.8. Vehicles must yield right-of-way to any vehicle already operating on a taxiway they wish to enter or cross.

4.5.9. When a vehicle has a malfunction that prevents operation under its own power, every means will be used to alert taxiing aircraft. As a minimum, the vehicle operator will:

4.5.9.1. Leave the vehicle parking lights "ON" if the malfunction occurs during the hours of

darkness.

4.5.9.2. If the vehicle has two-way radio capability, make the following transmission: "All parties BREAK, BREAK. This is (call sign) with an emergency for base operations, tower, and maintenance." State the nature of the problem and your position on the airfield.

4.5.9.3. Operators of other radio-equipped vehicles (i.e., security forces, civil engineer, transportation, and transient alert) should make every effort to assist getting the disabled vehicle off the taxiway (i.e., personnel pushing or towing the vehicle).

4.5.9.4. If a vehicle is not equipped with a radio, the driver must stay with the vehicle and continue attempts to get the attention of taxiing aircraft.

4.6. Operating in or across the CMA. Only vehicles possessing direct two-way radio contact with the control tower will be authorized to operate in or across the CMA. All vehicle operators will get permission from the tower prior to entering or crossing the CMA. When tower personnel wish to direct a vehicle off the runway and cannot establish radio contact, flashing the runway edge lights several times will constitute a runway exit command. If you lose radio contact with the tower exit the runway immediately.

4.7. To enter or cross the CMA (CMA is defined in paragraph [2.4.](#)) environment:

4.7.1. Contact the tower and receive permission. Upon receiving permission, repeat tower's instructions verbatim back to the tower before proceeding. Tower approval must be received before entering the CMA at all times.

4.7.2. If equipped, top-mounted rotating emergency lights must be in operation for vehicles operating in the CMA. Vehicles not equipped with top-mounted emergency lights may use dash or grill mounted emergency lights. As a minimum, emergency flashers (hazard lights) will be used.

4.7.3. A serious mishap potential exists when vehicles are operated in the path of radio and radar beams.

4.7.4. When able, all vehicles will use the perimeter roads. Vehicles will not use the CMA as a shortcut.

4.7.5. You must have direct two-way radio contact with, and approval from the tower.

4.7.6. You must use proper phraseology when communicating with the control tower (see [Attachment 1](#)).

4.7.7. Vehicles that require CMA access, but do not have two-way radio contact with the tower must be escorted by a vehicle that has direct two-way radio contact with and approval from the tower.

4.7.8. Only the tower can authorize permission into or across the CMA. You may not request permission into or across the CMA from any source other than the tower. CAUTION: Do not proceed beyond the runway hold line without permission from the tower (see [Attachment 4](#)).

4.8. Runway Hold Lines (see [Attachment 4](#)).

4.8.1. Runway hold line. Used for normal or fair-weather operations. Located a minimum of 100 feet from the runway edge. Appears as a broken double yellow line over a solid double yellow line. Remain behind this hold line until tower gives you permission to proceed.

4.8.2. Instrument hold line (see [Attachment 4](#)). Located on taxiway alpha and foxtrot. When operating in inclement weather (such as heavy thunderstorms, fog, or heavy rain), all vehicles operating on these taxiways will remain behind the instrument hold line until given permission by the control tower to proceed. This is to ensure that the radio signals from certain navigation aids to aircraft will not be interfered with by vehicles. This appears as two solid yellow lines connected by pairs of vertical yellow lines.

4.9. Airfield Emergencies.

4.9.1. Immediately yield the right-of-way to emergency and fire/crash vehicles with rotating emergency lights in operation.

4.9.2. Remain clear of crash roads and runway or taxiway access points until the emergency is terminated.

4.9.3. During emergency conditions, the control tower will advise aircraft to hold their positions so they will not interfere with emergency vehicle movement. At the discretion of the tower controller, aircraft may be taxied to a more suitable parking place or holding area that is clear of all emergency vehicle routes.

4.10. Control tower light gun signals: (NOTE: These will be used if direct two-way radio communication with the tower is lost while on the runway.)

SIGNAL	MEANING
STEADY GREEN	PROCEED ACROSS
STEADY RED	STOP
FLASHING RED	DEPART THE RUNWAY OR TAXIWAY
FLASHING WHITE	RETURN TO STARTING POINT
ALTERNATING RED & GREEN	GENERAL WARNING SIGNAL-- EXERCISE EXTREME CAUTION

4.11. Vehicle lights. Do not direct headlights toward the pilot of an aircraft. Headlights shining towards a moving aircraft at night will be turned off immediately so the pilot will not be blinded or night vision affected. The vehicle's parking lights will be turned on so its position will be known. The headlights will remain off until the aircraft is out of range. If the vehicle operator is out of a vehicle that is parked on the airfield (day or night), emergency flashers (hazard lights) will be used.

4.12. Operations near aircraft.

4.12.1. Do not park closer than 25 feet in front of or 200 feet to the rear of any aircraft when its engines are running or are about to be started.

4.12.2. Vehicles parked near an aircraft will remain well clear of the aircraft and will be visible from the cockpit of the aircraft.

4.12.3. Vehicles must not be backed in the direction of an aircraft without pre-positioning a spotter behind the vehicle and pre-positioning wheel chocks to prevent accidental contact with the air-

craft. Chocks must remain in position until the vehicle has moved at least 25 feet away from the aircraft.

4.12.4. Vehicles must never pass under any part of an aircraft.

4.12.5. Vehicles must approach aircraft with the driver's side of the vehicle toward the aircraft.

4.13. Parked vehicles. All vehicles parked and left unattended on the flightline will:

4.13.1. Have ignition turned off. Keys will remain in the ignition.

4.13.2. Leave the vehicle gear in:

4.13.2.1. Reverse (standard stick shift transmission).

4.13.2.2. Park (automatic transmission).

4.13.2.3. Neutral (diesel).

4.13.3. Set the emergency brake.

4.13.4. Park so that the direction of travel, either forward or backward, will not be toward any aircraft.

4.13.5. Have driver's side of vehicle parked toward aircraft.

4.13.6. Have emergency flashers on if engine is running unless parked in an authorized parking slot.

4.14. Routes of travel. Passenger buses and other large vehicles are prohibited from using taxiways to travel the length of the airfield, with the following exceptions:

4.14.1. K-loaders may use Taxiway Lima between the south ramp and the DUC ramp and Kilo from the south ramp to Taxiway Lima.

4.14.2. Munitions convoys may operate on taxiways as required, but only when Security Forces escort them.

4.14.3. Other large vehicles may be permitted taxiway access only if the vehicle operator coordinates with, and receives approval from, the airfield manager.

4.15. Airfield Tours. Tours will be conducted by, or coordinated through, the Public Affairs Office (6 ARW/PA). The PA office will then notify 6 SFS, 6 OSS/OSAA, and Air Traffic Control Tower (6 OSS/OSAT) to advise where and when the tour will take place.

4.16. Vehicle passengers and cargo.

4.16.1. Passengers in or on vehicles will be provided with proper seats and will remain seated at all times while the vehicle is in motion.

4.16.2. Passengers will use seat belts at all times, as required by T.O. 36A-1-6.

4.16.3. Passengers will not allow their arms or legs to hang or extend beyond the body of the vehicle.

4.16.4. Passengers will not be allowed to ride on any towed equipment.

4.16.5. Personnel will not mount or dismount vehicles while vehicles are in motion.

4.16.6. Cargo will be secured using ropes, chains, or chocks to prevent injury or damage caused by falling or sliding. Cargo extending beyond the body of the vehicle will have a red flag attached during daylight hours or a red warning light or reflector during hours of darkness.

4.17. Pedestrian movement.

4.17.1. Pedestrians on the airfield area will walk facing oncoming traffic.

4.17.2. Personnel will not sit or recline on the ramp in such a manner that causes them to be in the path of an aircraft or vehicle.

4.17.3. Jogging is prohibited on the airfield, including the perimeter roads, unless written permission is received from the airfield manager.

4.18. Traffic violations. The provisions of AFI 31-204 apply to the operation of vehicles on the airfield.

4.18.1. The CAM or designated Airfield Management representative is authorized to confiscate military vehicle keys, airfield authorization cards (AF Form 483), and/or flightline POV passes (as required) from any individual violating the provisions of this instruction.

4.18.2. The CAM or designated Airfield Management representative is authorized to revoke airfield driving privileges of individuals violating the provisions of this instruction or performing unsafe acts on the airfield. A Violation of Airfield Safety Standards letter will be sent to the offender's unit commander, with an information copy sent to the 6th Air Refueling Wing Safety Office, describing the name and grade of the violator, the date, time, and narrative of the violation, and whether or not airfield driving privileges have been revoked and the duration of the revocation.

4.18.3. Violations of airfield driving instructions within a 24-month period will carry the following maximum penalties:

4.18.3.1. FIRST VIOLATION: 30-day suspension of airfield driving privileges.

4.18.3.2. SECOND VIOLATION: 1-year suspension of airfield driving privileges.

4.18.3.3. THIRD VIOLATION: Permanent suspension of airfield driving privileges.

4.18.3.4. UNAUTHORIZED CMA CROSSING/ENTRY: CMA intrusions are extremely serious violations and will result in citation, 6-month suspension of flightline driving privileges, and possible suspension of base driving privileges. A second CMA intrusion will result in a permanent suspension of flightline driving privileges and possible suspension of base driving privileges.

4.19. Reinstatement of airfield driving privileges. Unit commanders and VCOs/VCNCOs will ensure that, prior to seeking reinstatement of airfield driving privileges, the individual(s) concerned:

4.19.1. Receives refresher training on safe airfield driving operations. Refresher training will be documented on the documentation of airfield training and certification letter, certified by the unit's VCO/VCNCO, and forwarded to the chief, Airfield Management (CAM) for signature.

4.19.2. Is re-tested on the provisions of this instruction and AFJMAN 24-306, Ch 25.

4.19.3. Is issued a new AF Form 483 by the CAM or designated representative.

5. Control of POVs on the airfield. POV access to the airfield is prohibited without a magnetic POV cone issued by the Chief, Airfield Management. No other means will be used to authorize POV access on the airfield. The CAM will administer, issue, and strictly control airfield cones to ensure the total number of cones issued is kept to an absolute minimum. EXCEPTION: POVs in direct support of DV airlift and parked in designated locations (Spot DV 1, 2, or 3) are exempt from this requirement.

5.1. Requesting/issuing calendar-year airfield passes/cones.

5.1.1. The requester will:

5.1.1.1. Provide justification and unit commander's approval (see [Attachment 2](#)).

5.1.1.2. Place cone on the driver's side hood of the vehicle so it is clearly visible.

5.1.1.3. Utilize cones for official business only.

5.1.1.4. Re-certify pass/cone justification annually.

5.1.1.5. Return the airfield cones to the CAM for accountability when they are no longer required due to permanent change of station, reassignment, separation, or sale/disposal of vehicle.

5.1.2. The CAM will:

5.1.2.1. Ensure POV operators have been trained by applicable VCO/VCNCO and meet all airfield qualifications as outlined herein.

5.1.2.2. Issue cones based on justification and not on rank or convenience.

5.1.2.3. Keep a record of each cone including justification for issue and the name of the individual receiving the cone.

5.1.2.4. Ensure airfield cones are limited to specific locations on the airfield.

5.2. Requesting/issuing temporary POV passes/cones.

5.2.1. Temporary cones are also issued and controlled by the CAM.

5.2.2. Passes will be issued when:

5.2.2.1. Military transportation is not available.

5.2.2.2. Airfield entry is for official business only.

5.2.2.3. The airfield entry and exit will be made to the maximum extent possible during daylight hours. The CAM must approve airfield access during hours of darkness.

5.2.2.4. The individual requesting the pass meets all the qualification requirements.

5.2.3. The requesting individual will sign for the cones. The cone shall be used for one authorized trip to and from a specific location on the airfield.

5.2.4. Temporary cones will be displayed the same as permanent cones.

5.2.5. Cones issued in support of construction or special projects will be issued on a daily basis, but are limited to the construction site area or specific project.

5.2.6. Temporary cones will be returned to base operations daily at the end of the contractor's duty day for accountability.

6. Exercises.

6.1. Under no circumstances is speeding permitted during an exercise. EXCEPTION: Responding SIOP alert exercise vehicles may exceed the speed limit when safety permits.

6.2. POVs are generally not permitted in the exercise area, except while en route to the dispersed parking locations. Gas masks and rubber booties are not to be worn by drivers; however, all other occupants of the vehicle must comply with all alarm status requirements. During "Alarm Red," POVs will move to the side of the road and stop, occupants will secure the vehicle and take cover until "Alarm Black" is given. During "Alarm Black," vehicles may proceed, but all windows will be rolled up.

6.3. GOV drivers and all occupants must comply with all exercise scenario requirements. Gas masks and rubber booties are not to be worn by drivers; however, all other occupants of the vehicle must comply with all alarm status requirements. During "Alarm Red", GOVs will move to the side of the road and stop, occupants will secure the vehicle and take cover until "Alarm Black" is given. During "Alarm Black," vehicles may proceed, but all windows will be rolled up. GOVs will not be left in open areas without proper camouflage techniques applied.

6.4. Vehicle operators must use extreme caution. Pedestrians and other vehicles are extremely difficult to see while driving during blackout conditions.

6.5. All vehicles will move to the side of the road and allow emergency vehicles to pass before proceeding.

7. Hazard Report. AF Form 457, USAF Hazard Report, will be submitted and processed according to AFI 91-202, The US Air Force Mishap Prevention Program, Ch 4.

8. Paradrops Operations on the Airfield. During paradrop operations on the airfield (Halo and Static Line), there will be no vehicle movement on Taxiway Lima & Kilo (see [Attachment 7](#)). Also, Rodeo practice vehicles are not permitted on the closed portion of Taxiway Mike during paradrop operations. Any questions call Base Operations ext. 2030.

ARTHUR F. DIEHL III, Brig Gen, USAF
Commander

Attachment 1**RADIO PHRASEOLOGY**

Whenever you want access to the runway, you must specifically request permission from the Control Tower with the following format:

1. Your call sign ("tower, call sign")
2. Your intention (".... request access on the runway")
3. Your location (from Taxiway Alpha for an runway inspection")
4. Repeat the instructions the tower gave you ("Tower, (call sign) proceeding across, will report when off")
5. Proceed when approved (or hold short if not given clearance)

EXAMPLES:

To enter or cross the runway:

VEHICLE: tower, (your call sign)

TOWER: (Call sign), tower

VEHICLE: (Call sign) requests runway crossing/entry at (location).

TOWER: (Call sign), hold short of runway, landing traffic (or other reasons).

VEHICLE: (Call sign) Roger, holding short.

OR

TOWER: (Call sign), proceed/cross (runway/taxiway), report off runway (phraseology to expedite a moving vehicle) without delay

VEHICLE: Tower, (call sign), understands approved on/cross runway will advise when off.

When you are getting off the runway:

VEHICLE: Tower, (call sign), reporting off the runway at (location).

TOWER: (Call sign) is off the runway at (location).

NOTE: Do not use the word "clear" when reporting off the runway or at any other time.

Attachment 2

**DEPARTMENT OF THE AIR FORCE
6TH AIR REFUELING WING (AMC)**

MEMORANDUM FOR 6 OSS/OSAA, Chief Airfield Management

FROM: (Your Unit and Office Symbol)

SUBJECT: POV Flightline Driving Cone

1. Request 6 OSS/OSAA issue a POV airfield pass to:
 - a. Printed Name (Last, First, MI) and Rank:
 - b. Organization/Office Symbol/Duty phone:
 - c. Vehicle Description (Make/Model/Color):
 - d. License Number:
 - e. AF Form 483 number:
 - f. Justification:
2. I will comply with MACDI 10-103 while driving on the airfield.
3. I will contact 6 OSS/OSAA (Airfield Management) at 828-2321 or 828-2350 prior to reassignment, separation, or when the cone expires or is no longer required.

(Individual's Signature Block)

1st Ind, (Your Unit and Office Symbol)

MEMORANDUM FOR 6 OSS/OSAA

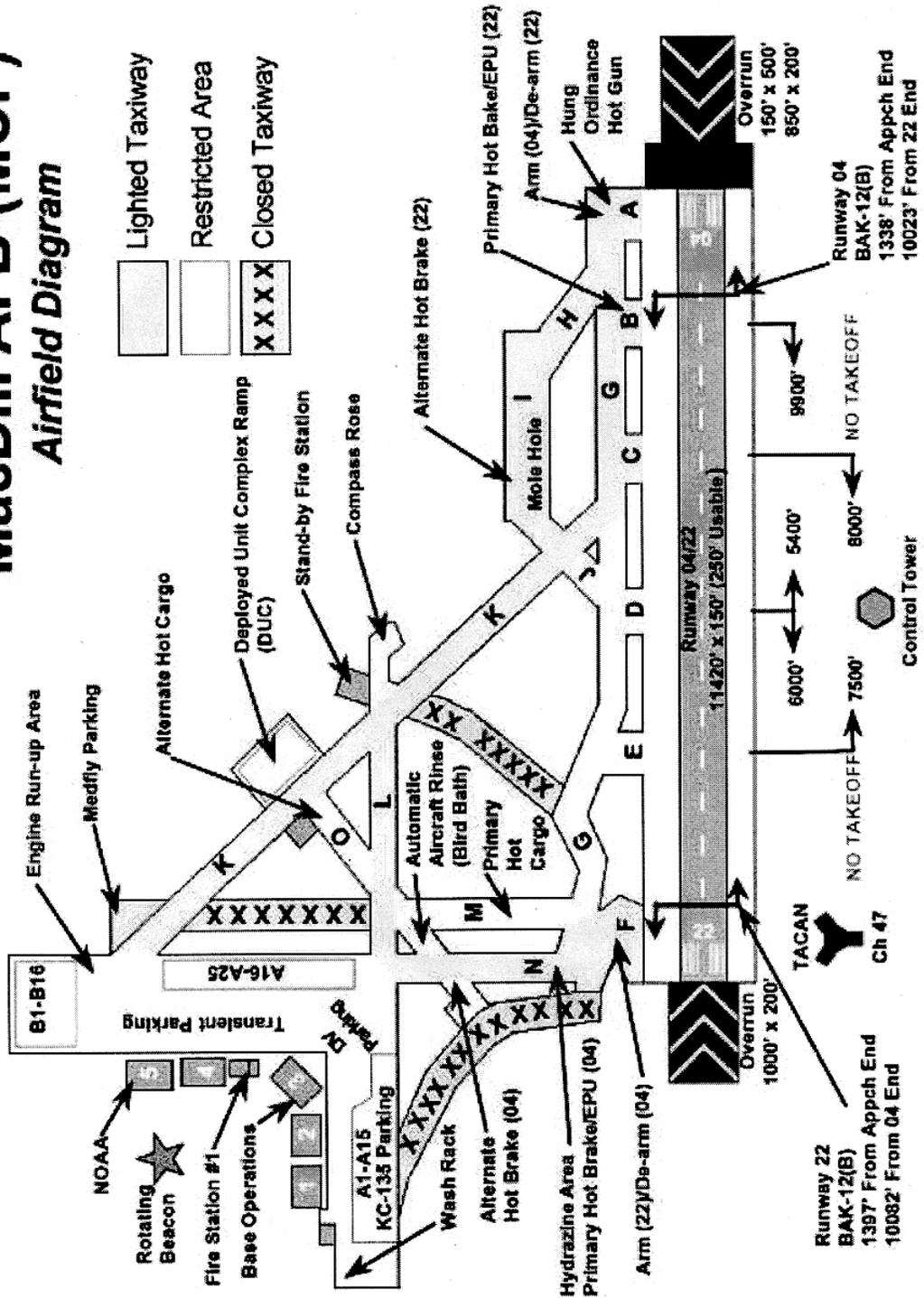
Recommend approval/disapproval.

(Unit Commander)

Attachment 3

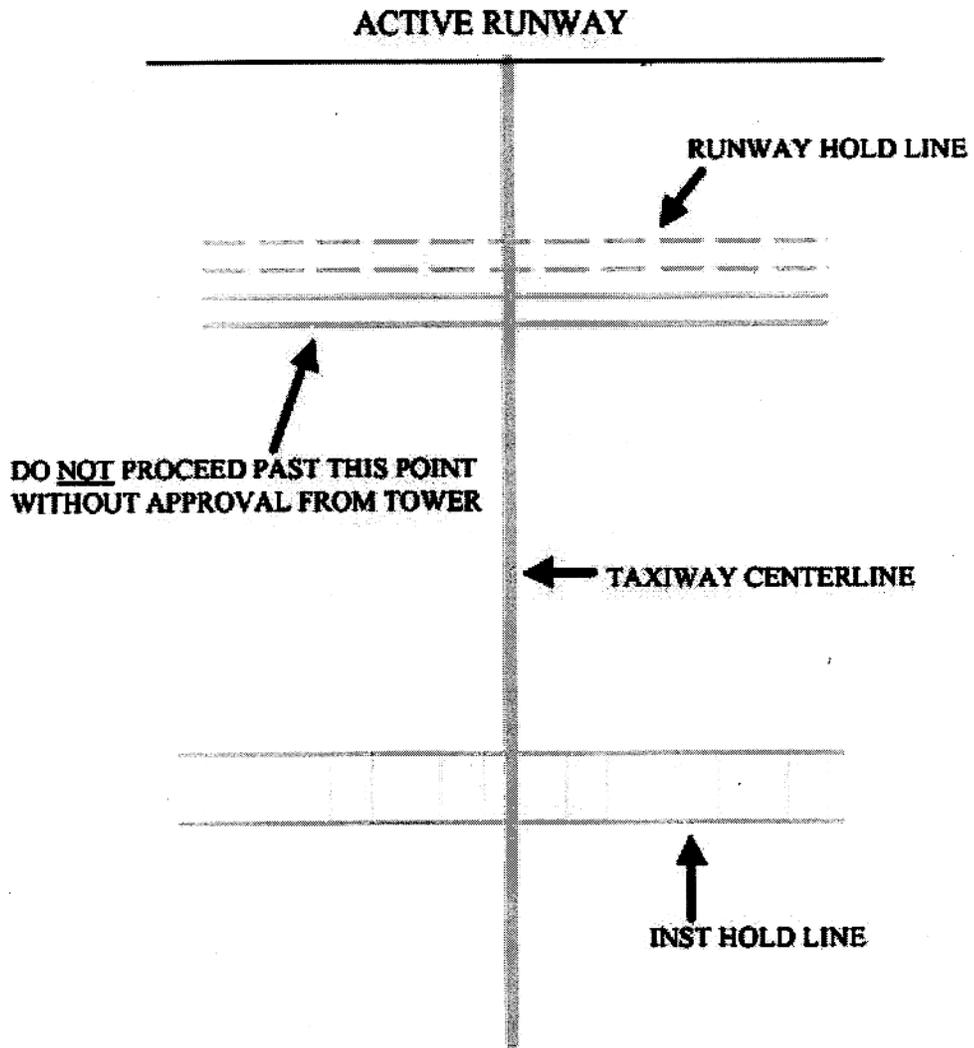
MACDILL AFB (MCF)
AIRFIELD DIAGRAM

MacDill AFB (MCF)
Airfield Diagram



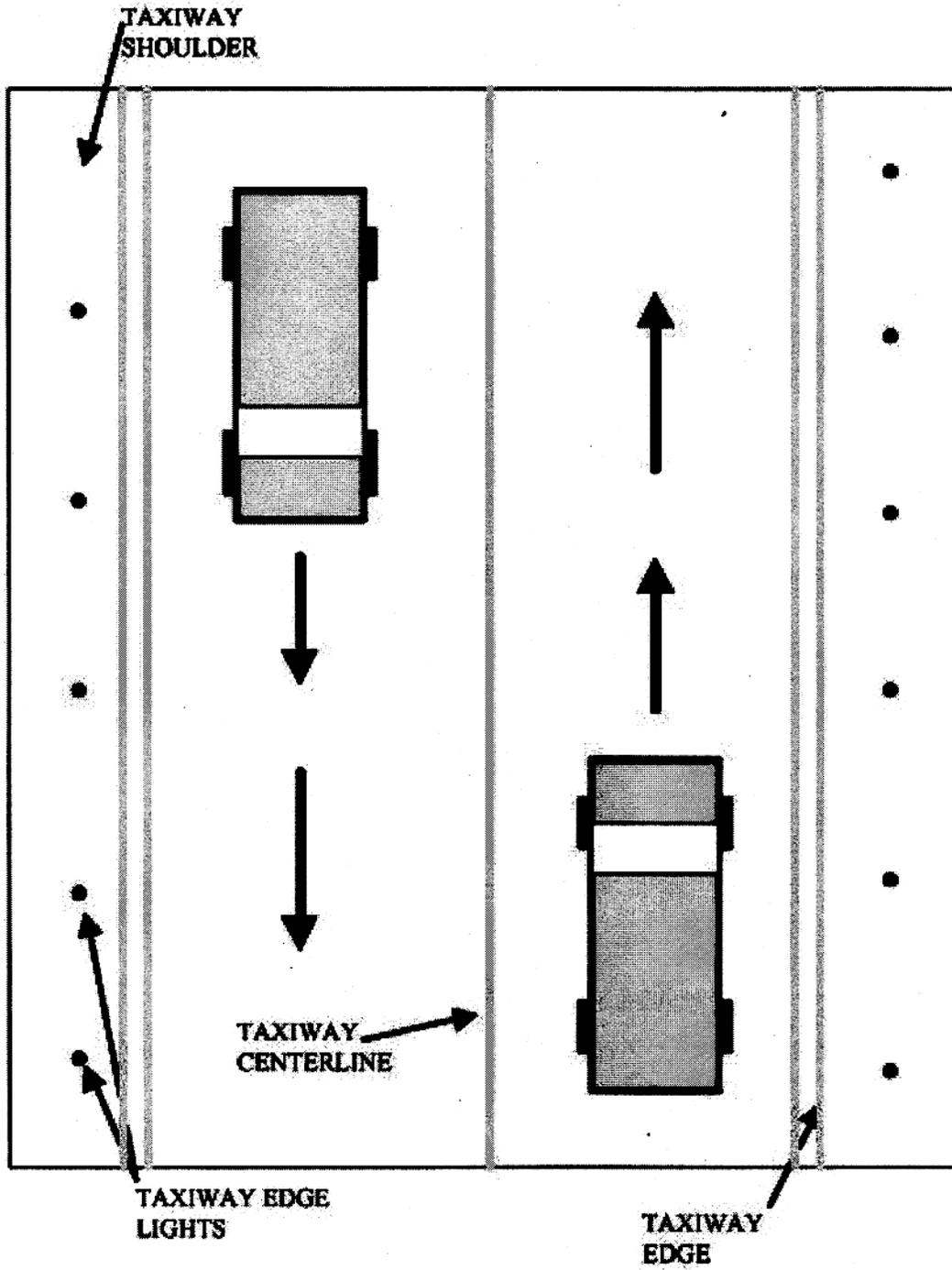
Attachment 4

RUNWAY HOLD LINES



Attachment 5

TAXIWAY DRIVING



TAXIWAY DRIVING

Attachment 6

DOCUMENTATION OF AIRFIELD TRAINING

MEMORANDUM FOR 6 OSS/OSAA

FROM: Unit VCO/VCNCO

SUBJECT: Airfield Driver Training Documentation/Certification - MacDill AFB FL

1. Request the following individual be issued airfield driving privileges:

NAME/RANK _____ UNIT: _____

Duty Phone: _____

Civil License (State) _____ Restrictions: _____

2. Unit VCO/VCNCO's must certify the following training items:

TRAINING CONDUCTED ON:	DATE	TRAINER	TRAINEE
		(Initials)	
* Airfield Driver's Training LAW MACDI 10-103	_____	_____	_____
* Day Airfield Orientation	_____	_____	_____
* Nighttime Airfield Orientation	_____	_____	_____
* Airfield Driver's TEST (Written) _____ % Score	_____	_____	_____
* Airfield Map	_____	_____	_____
* Airfield Video (Future Tag)	_____	_____	_____

I certify that the above training was conducted: _____
(Trainer's Signature)

I certify that I received the above training: _____
(Trainee's Signature)

Color Vision Test Results: Satisfactory/Unsatisfactory _____
(Medical Examiner's Signature)

NOTE: This documentation letter must be retained by the VCO/VCNCO

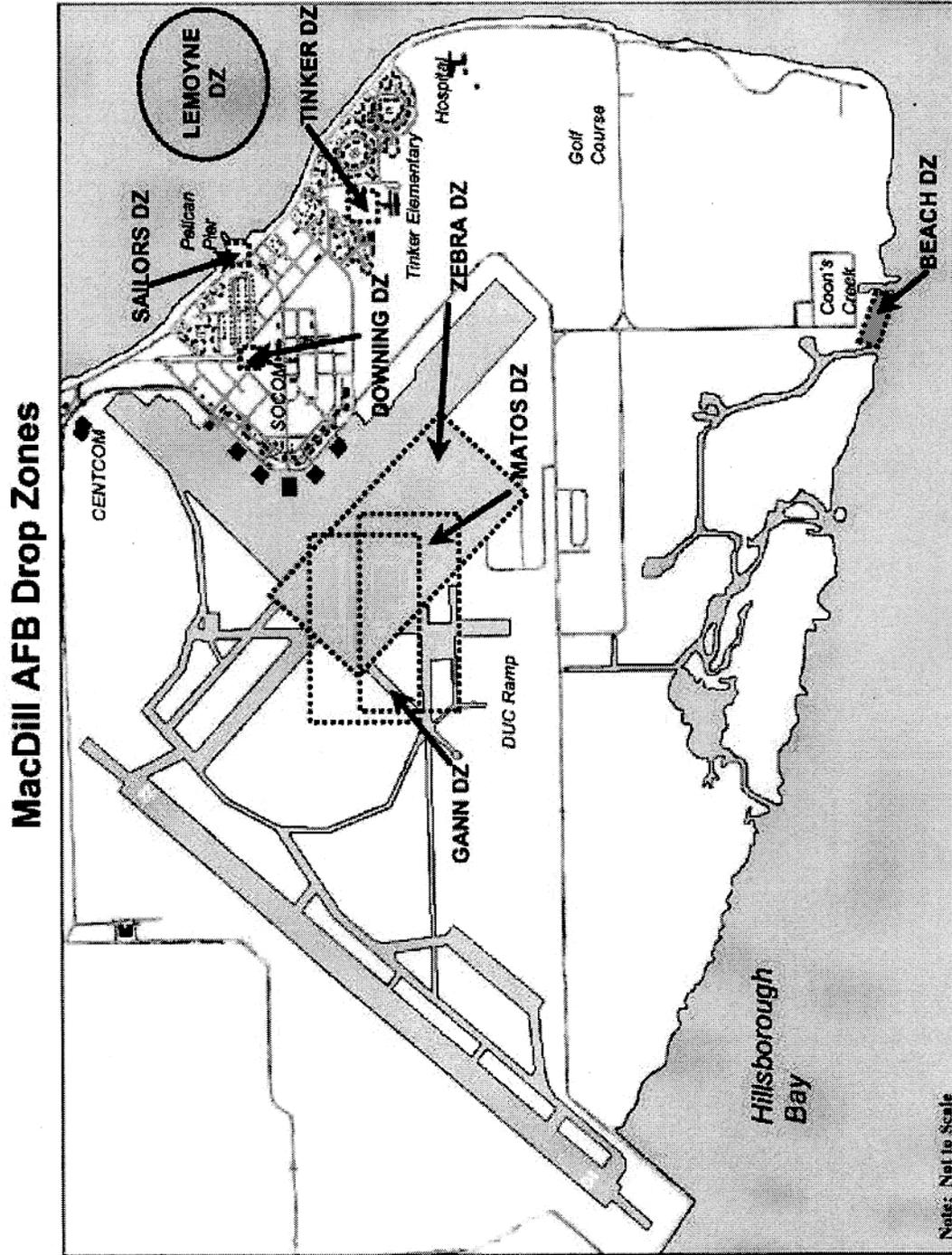
Unit Commander Signature

Approved/Disapproved

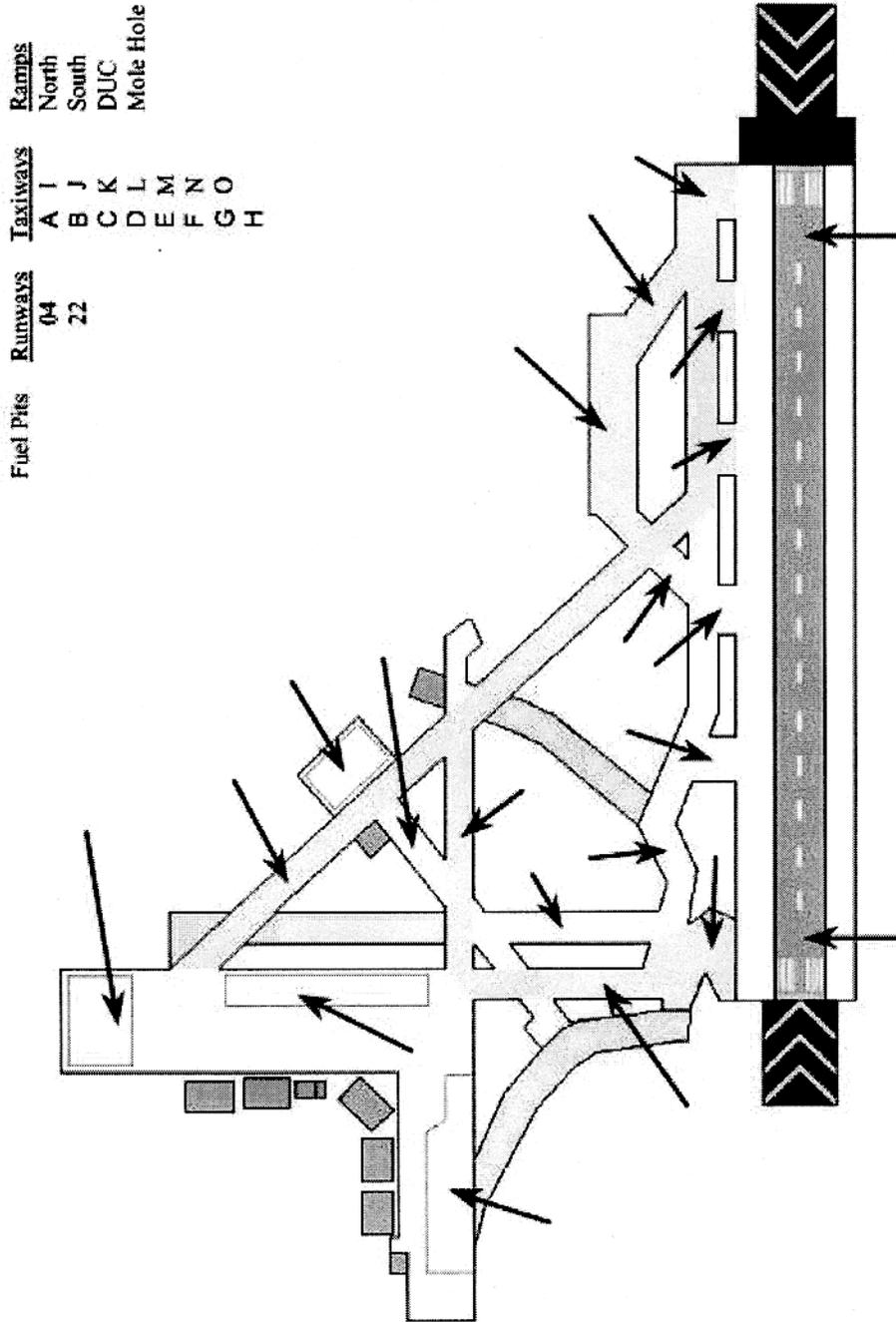
AF Form 483 Number Issued: _____

Attachment 7

MACDILL AFB DROP ZONES



Attachment 8



* Define the areas indicated above