

**BY ORDER OF THE COMMANDER,
PACIFIC AIR FORCES**



AIR FORCE INSTRUCTION 91-202

**PACIFIC AIR FORCES COMMAND
Supplement 1**

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Safety

**THE US AIR FORCE
MISHAP PREVENTION PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This supplement applies to commanders, functional managers, supervisors and individual PACAF personnel. This publication does not apply to PACAF-gained Air National Guard (ANG) and Air Force Reserve (AFRES) units.

SUMMARY OF REVISIONS

Incorporates all changes in AFI 91-202 dated 1 August 1998. Significant changes have been made throughout the supplement which necessitate a complete reading of this publication. The reporting requirements in this directive, paragraphs 2.7.1.1, 3.4.1.1, and 5.4.6.1. are exempt from licensing in accordance with paragraph 2.11.6 of AFI 37-124, The Information Collections and Reports Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections. New or revised material is indicated by a (|).

| AFI 91-202, 1 August 1998, is supplemented as follows:

1.6.7.1. (Added) The diversity of PACAF units makes it impractical to provide specific program guidance to every level of command. Except where noted, the contents of this supplement apply to organizations having an authorized primary duty safety function. Direct Reporting Units, NAFs and wings will decide the appropriate mishap prevention elements needed and publish defining guidance as required for their installations and geographically separated units (GSUs).

1.6.8.5. HQ PACAF Director of Safety is directly responsible to the PACAF Commander (COMPACAF). However, this does not relieve any other staff agency, functional manager, or individual of responsibility for safeguarding life and property. HQ PACAF Director of Safety responsibilities include:

1.6.8.5.1. (Added) Participation in systems safety programs for aerospace systems IAW AFI 91-102, Nuclear Weapons System Safety Studies, Operational Safety Reviews, and Safety Rules; AFI 91-205, Nonnuclear Munitions Safety Board; and MIL STD 882, System Safety Requirements. NOTE: MIL

STDs are indexed in the Index of Specifications and Standards and may be ordered through base publishing distribution offices (PDO).

1.6.11.15.1. (Added) Additional safety responsibilities and services required by the host or tenant will be included in the inter-service support agreement (ISSA), memoranda of agreement (MOA), or memoranda of understanding (MOU). Additional safety services provided by the host safety office should be dependent on the availability/assignment of primary duty safety personnel within the tenant unit. The chief of safety will:

1.6.11.15.1.1. (Added) Conduct a semiannual analysis of applicable safety inspections, mishaps, deficiencies, and hazard reports to identify problem areas. Significant findings will be presented to the unit commander and staff at safety council meetings or through other means.

1.6.11.15.1.2. (Added) IAW AFI 10-301, Responsibilities of Air Reserve Component (ARC) Forces; provides assistance to those PACAF-gained ANG/AFRES units for which the wing/group has advisory responsibility.

1.6.11.15.1.3. (Added) Ensure the appropriate safety disciplines review contracts (construction and services) and deployment, exercise and aircraft parking plans. Require flight/weapons/ground safety to coordinate on all aircraft parking plans and waivers. Maintain current parking plans and a list of permanent and temporary airfield waivers.

2.1. Primary duty safety personnel will not be assigned duties that will interfere with the job elements described by AFI 91-202, as supplemented. Safety officer/NCO will not be an additional duty assignment. Safety positions will be filled with the best-qualified personnel available and not limited to individuals with previous safety training or experience. Safety is not a separate career field, except for enlisted and civilian ground safety personnel, but is an extension of other functional areas. Safety assignments should be career-broadening opportunities in the normal career progression. Primary duty ground safety personnel will be members of the installation exercise evaluation team (EET) as safety observers/advisors.

Command Policy (formally PACAFR 36-3) Safety staffs will be manned by highly qualified officers/NCOs who display the highest degree of professionalism. It is desirable to establish career-broadening tours in safety, of fixed length, for those officers and NCOs demonstrating superior performance and exceptional growth potential. Safety staff experience is an asset in the selection of officers as Unit Commanders.

Wing Chiefs of Safety and Wing Flight Safety Officers (WFSO) will be qualified in unit aircraft at the BMC level as a minimum. Squadron assigned FSO (SAFSO) and additional duty FSO (ADFSO) will be qualified in the unit aircraft at the Mission Ready (MR) level.

Written inputs from the Chief of Safety will be provided to squadron commanders for possible inclusion in performance evaluations of SAFSO and ADFSOs.

Notification / Waiver Procedures Commanders will notify HQ PACAF/CS/SE/DP of appointments of new Chiefs of Safety. Chiefs of Safety will notify HQ PACAF/SE of assignments of primary duty FSOs. Waiver authority for this supplement is HQ PACAF/SE.

2.1.1. The HQ PACAF Chief of Safety and Chiefs of Safety at NAF Headquarters will be rated officers with recent flying experience. Chiefs of Safety who are civil servants will meet the requirements of Office of Personnel Management (OPM) Standard GS-018 as appropriate. Chiefs of Safety who are active duty military members will meet the following requirements:

Must have a demonstrated superior performance, exceptional leadership and outstanding potential.

Must have a minimum of one-half tour length on station from date of selection. Confirm DEROS with HQ PACAF/SE/DP prior to making selection.

Must be on a MAJCOM Squadron Commander's list or be highly competitive for future squadron command.

Must be a graduate of the Chief of Safety Course.

2.1.1.1. (Added) The Chief of Safety and FSO will be qualified in different mission aircraft in units with more than one type aircraft whenever possible.

2.1.2. FSOs will be rated officers on unconditional flying status with recent flight experience. In units with multi-place aircraft, either the Chief of Safety or the FSO must be a pilot. FSOs occupying wing unit manning document (UMD) positions will meet the following requirements:

Must have demonstrated superior performance and the potential to become a Squadron Operations Officer, Squadron Commander or Chief of Safety. Previous experience as a flight commander or assistant operations officer is desired.

Must be on unconditional flying status with the minimum of 500 hours mission time or 1,000 hours total time and 300 hours mission time, 200 of which must be in UTE aircraft.

Must be a graduate of USAF Flight Safety Officer Course and must serve at least one year in an FSO position following graduation.

Must have a minimum of one year on station following assignment to an FSO position.

2.1.2.1. (Added) Squadron Assigned FSOs (SAFSO) and Additional Duty FSOs (ADFSO) will meet the following requirements:

Must have demonstrated satisfactory performance and potential as a flight commander.

Must be on unconditional flying status with minimum of 100 hours in UE aircraft.

It is desirable, but not required, to have been a graduate of the Flight Safety Officer Course. NOTE: Attendance to either the FSO (WCIP05C) primary or AMIC (WCIP05A) secondary course will be dependent upon scheduling priorities and quota availability.

2.1.2.2. (Added) Each flying squadron will appoint a squadron assigned FSO (SAFSO) from existing squadron resources who is fully qualified IAW paragraph 2.1.2.1. Squadrons will request training quotas through wing safety as soon as individuals are assigned to FSO positions. SAFSOs will not fill a wing UMD FSO position, but will assist the wing chief of flight safety in the overall management of the flight safety program. However, the primary duty of the SAFSO is to manage the squadron's internal flight safety program as directed by the squadron commander. Each squadron will also appoint in writing an additional duty flight safety officer (ADFSO) to assist in managing the internal squadron flight safety program and to function in the absence of the SAFSO. Units may use local discretion in using assigned SAFSOs and ADFSOs to ensure squadron, and wing flight safety programs are effectively and efficiently managed. Using SAFSOs and ADFSOs in roles other than those specified above will be approved in writing by the NAF chief of safety, as appropriate. Paragraph 2.1.2. of this supplement still applies.

2.1.2.3. (Added) SAFSOs and ADFSOs will maintain mission ready (MR) status IAW the appropriate PACAF regulation. SAFSOs will be rated by the assigned unit squadron commander. The chief of safety will provide periodic inputs to the squadron commander and may complete an AF Form 77, Supplemental

Evaluation Sheet, to assist the squadron commander in completing a comprehensive officer performance report.

2.1.2.4. (Added) SAFSOs will be required to support aircraft mishap investigations and will also be required to support their assigned squadron's TDYs and exercise deployments. All FSOs will be exempt from full-time additional duties not directly related to flying. Additionally, SAFSOs should not be assigned any of the following full-time flying-related additional duties unless absolutely necessary and justified in writing to Wing/SE (does not apply to ADFSOs.):

2.1.2.4.1. (Added) Weapons and Tactics Officer

2.1.2.4.2. (Added) Programmer

2.1.2.4.3. (Added) Mobility/Contingency Plans Officer

2.1.2.4.4. (Added) Training Officer

2.1.2.4.5. (Added) Squadron Standardization Officer

2.1.2.4.6. (Added) Squadron Life Support Officer

2.1.2.4.7. (Added) Intelligence Officer

2.1.2.4.8. (Added) Electronic Combat Officer

Other recurring periodic duties such as range officer, Supervisor of Flying and or one-time duties such as summary court officer are not exemptions and should be performed as manning/scheduling requirements dictate.

2.1.7. Flight Safety NCOs. Each wing will have a flight safety NCO (FSNCO). FSNCOs will meet the skill and knowledge requirements of AFMAN 36-2108, Airman Classification, and the STS/JQS appropriate for their AFSC. Proficiency training will be primarily obtained through attendance at local FTD courses and OJT. The purpose of the FSNCO is to provide a source of maintenance expertise just as the FSO is a source of operational expertise.

2.1.7.1. (Added) Suggested areas of utilization for the FSNCO include:

2.1.7.1.1. (Added) Liaison with maintenance flight safety function.

2.1.7.1.2. (Added) Investigating selected Class C mishaps as determined by the chief of safety or the chief of flight safety.

2.1.7.1.3. (Added) Coordinating Product Quality Deficiency Report System with QA.

2.1.7.1.4. (Added) Coordinating the trend analysis program.

2.1.7.1.5. (Added) Accompanying QA on annual inspections of logistics units.

2.1.7.1.6. (Added) Assisting in annual and spot inspections.

2.1.7.1.7. (Added) Monitoring areas listed in AFI 91-202, paragraph 7.5.

2.1.7.2. (Added) FSNCOs will normally perform FSNCO duties for a minimum of three years and a maximum of four years then return to other duties unless they are selected by the wing chief of safety to continue filling a safety position. Units will establish duties to take advantage of the FSNCO's expertise rather than employing them in purely administrative functions.

2.3. Commanders and functional area managers not authorized full-time safety personnel must appoint a collateral duty unit safety representatives (USR) to assist them in implementing the safety program within their organizations. Failure to appoint a USR does not relieve the unit commander of responsibility to comply with this directive. A copy of the appointment letter will be provided the base/wing safety office, who will provide training as outlined in Chapter 6.

2.4.3.1. (Added) Kits will be maintained by each wing flight safety office as applicable.

2.7.1.1. (Added) The Chief of Safety:

2.7.1.1.1. (Added) Acts as recorder for the safety council.

2.7.1.1.2. (Added) Is responsible for preparing and distributing the safety council agenda and minutes.

2.7.1.1.3. (Added) Solicits agenda items from each council member.

2.7.1.1.4. (Added) Follows up on directed actions.

2.7.1.2. (Added) Council Minutes. Minutes will be published and distributed to council members and other interested agencies within 15 working days. Send one copy to PACAF/SE.

2.7.3. (Added) Each base conducting flight operations should have a flight safety council (FSC) or equivalent. The FSC is a forum for open and proactive discussion of flight safety issues in an integrated, multidisciplinary fashion. The FSC will advise the commander on flight safety related matters and recommend actions for identified areas of concern. The FSC should meet at least once per half year and may meet in conjunction with the quarterly safety council.

2.10. (Added) Manning. All request for UMD changes in FAC 1060 through 1065 should be coordinated with HQ PACAF/SE before submission to the local management engineering team.

3.1. Ground safety high interest inspections are defined in AFI 91-301/PACAF Sup 1.

3.1.3.2. The 3 WG/SE, in conjunction with 11 AF/SE, will develop procedures for inspection of AF sites maintained by contractor personnel. The 36 ABW/SE, in conjunction with 13 AF/SE, will establish procedures for inspections of 13 AF units with 25 or fewer people. The 51 WG/SE, in conjunction with 7 AF/SE, will establish procedures for inspection of contingency operating bases and units with 25 or fewer people. These procedures must be sent to HQ PACAF/SE for approval.

3.1.4.1. Schedule inspections so they do not exceed 12 months from prior inspection. Annual flight, ground, and weapons inspections may be conducted jointly. Unit to be inspected should be given 30 days written notice prior to the annual inspection.

3.1.4.3. The Chief of Safety will ensure checklists are used to provide thorough coverage of each functional area. Checklists should be supplemented with changing information or emphasize items that appear in TIG Briefs, ALSAFECOMs and PACAF interest messages or correspondence. Checklists should be used as guides and not as a route of travel.

3.1.4.4. PACAF Forms 305 and 306, Safety Inspection Report or other suitable format, such as a letter, will be used to document inspections. Hazards and corrective measures noted on spot inspections requiring documentation will be done on PACAF Form 305 or by letter. Cross-reference the spot inspection log to the PACAF Form 305 or letter. A data automation filing system may be used in lieu of the log providing all required information is maintained. Open items on inspection reports will be followed up until corrected or closed. Open items from previous reports and repeat discrepancies will be annotated as such. ESOH CAMP violations will be identified as such.

3.4.1. (Added) Safety Staff Assistance Visits (SAV):

3.4.1.1. (Added) Responsibilities:

3.4.1.1.1. (Added) NAF/SE will conduct staff assistance visits when requested by the unit commander, or at the discretion of the NAF/SE. Results of these visits will be forwarded to HQ PACAF/SE.

3.4.1.1.2. (Added) HQ PACAF, NAF, and active unit safety staffs will conduct staff assistance visits to PACAF-gained units for which they have advisory responsibility. Visits will be scheduled when, in the opinion of the advisory unit and the unit concerned, would be beneficial in improving safety program effectiveness.

3.4.1.2. (Added) Purpose:

3.4.1.2.1. (Added) The staff assistance visit program provides safety staffs a means of providing assistance to unit safety personnel by reviewing their management and administrative procedures for effectiveness and providing recommendations for improvement.

3.4.1.2.2. (Added) The staff assistance visit program is designed to provide a high degree of flexibility in determining which units are to be visited, the frequency of the visits, and the functional safety areas involved.

3.7.1.1. (Added) Chiefs of safety will determine the frequency of spot inspections and ensure activities, which operate around the clock, are adequately surveyed at times other than normal duty hours. Spot inspections will be documented on a locally developed spot inspection log.

4.3.4.1. (Added) Advise the submitter within 10 working days of hazard report (HR) receipt and its status.

4.3.5. PACAF Form 83, Follow-up/Closeout Action Summary will be used to track HR status and follow-up actions. If the chief of safety determines the hazard may be of interest to other units the report should be forwarded to HQ PACAF/SE for crosstell. See paragraph 4.4.4. for urgent action reports.

5.4.6. (Added) Flying safety meeting.

5.4.6.1. (Added) Each wing will conduct pilot/crew member flying safety meetings quarterly. Send a copy of the meeting minutes to HQ PACAF/SE. Squadron flight safety will conduct monthly meetings, in whole or part of a crewmember / pilot meeting and forward meeting minutes to Wing/SEF.

6.1. HQ PACAF Director of Safety will be the point of contact concerning safety schools, and serves as liaison with the PACAF/DP for training quotas. NAF and Wing Safety will ensure PACAF/SE is aware of individual unit safety training requirements for courses listed in AFCAT 36-2223, USAF Formal Schools. PACAF/SE will provide guidance for attendance at any other special safety courses. Subordinate units must submit all training requests through their Wing/SE prior to HQ PACAF/SE action.

6.2.1. (Added) Unit safety representatives will begin training within 30 days after appointment. FSOs should also receive local training within 30 days of appointment if attendance at a formal course will not be within two months of appointment. Personnel at GSUs may receive training from the host base or by using a training guide developed by the parent unit. School trained safety personnel should conduct this training. See chapters 7, 8 and 10 for additional guidance.

6.2.2. (Added) Training outlines for flight, ground and weapons safety are included as Attachments 1, 2 and 3. The outlines provide basic program elements for the respective functional safety areas. Training should be tailored to meet the unit mission.

6.2.3. (Added) The Chief of Safety will:

6.2.3.1. (Added) Coordinate with unit commanders on the availability of unit safety personnel and schedule training.

6.2.3.2. (Added) Ensure the training is available and all applicable areas are adequately covered.

6.2.3.3. (Added) Require an annual review of training material and maintain a record of training provided to safety personnel.

6.3.5.2. Civilian personnel filling ground safety manager or supervisory positions and military personnel in grades E-7 will attend the Ground Safety Management course when quotas permit.

7.1.3. (Added) The wing FSO will conduct quarterly meetings with SAFSOs and ADFSOs for program continuity and standardization.

7.3. Add the words "and participate in" after FSNCO monitor....., to encourage active participation with intent.

7.3.1.9. (Added) Flight line drivers training program.

7.3.2.11. (Added) Works closely with airfield management personnel in identifying and correcting noted discrepancies. NOTE: Together with airfield management, a monthly "joint" inspection of all airfield facilities to ensure requirements and integrity of this paragraph, is highly recommended.

7.4. Provide a copy of the plan to PACAF/SE.

7.4.1. An FSO/FSNCO will respond to a standby position in a radio-equipped safety alert vehicle to selected emergencies in accordance with wing guidance or FSO discretion. When appropriate, use a video tape recorder to record the recovery.

7.5.3. The FSO/FSNCO will review all incoming and outgoing mishap related Product Quality Deficiency Report (PQDR), and ensure a system is set up to identify and hold these PQDR exhibits.

7.5.9. (Added) Maintenance data and analysis reports.

7.6.1. (Added) Each person identified to serve as a board member will be trained within one month of appointment. Training will be conducted by a trained FSO. Previous members of mishap boards should be used to contribute lessons and techniques that they learned. Training may use any combination of personal briefings and written or audiovisual materials. Refresher training should be given annually to review AFI 91-204 requirements and update previously trained individuals on new rules, techniques or lessons learned. Recommend a review of applicable portions of the mishap response plan and the contents of the investigation kit during this training. Any of the above formats may be used.

7.7.1. (Added) Send flight safety crosstell messages (via AIG 9409) to applicable units that may benefit from certain HRs or HATRs.

7.10. The wing is responsible for determining an OPR and OCR for the Mid Air Collision Avoidance (MACA) program. Normally, the COS in conjunction with the OG/CC is responsible for developing and implementing an active MACA program IAW AFI 13-203, Air Traffic Controller (formerly AFR 60-5/PACAF Sup 1). The COS, OG, and AOF personnel will develop a plan to ensure that applicable items from the list in the basic instruction are addressed by the most knowledgeable people.

7.10.11. (Added) In order to comply with AFI 91-202, the following procedures will be implemented:

7.10.11.1. (Added) In order to ensure the local flying community is educated about military flying activity, each wing safety office will publish or update a MACA pamphlet annually. The pamphlet will have educational information promoting increased use of radar services among civil aircraft. It will also contain appropriate maps and graphics showing base radar services and routes. Include depictions of Military Operating Areas, and Military Training Routes (MTR) with configurations, speeds, and altitudes. This pamphlet will be distributed to all civil airlines and pilots (local), base fixed operators, airports with other flying operations that use the surrounding airspace (airport managers) and at each annual base open house (airshow).

7.10.11.2. (Added) Include the Federal Aviation Administration (FAA) accident prevention specialists (FSDO office) in wing flight safety meetings at least semiannually.

7.10.11.3. (Added) Coordinate with the Operations Group to minimize flying in Visual Flight Rules (VFR) corridors.

7.10.11.3.1. (Added) All base-flying squadrons will be notified through the schedule when an MTR will be active. For those wings with aircraft flying VFR airlift tactical missions, the mission commander will ensure route deconfliction with local fighter activity.

7.10.11.4. (Added) Coordinate with Base Operations to establish local procedures to ensure NOTAMs include information concerning MTR activity.

7.11.1.4.1. Establish, monitor, and enforce a BASH reduction program that meets command and wing operational requirements. **NOTE:** Policy and guidance for establishing and implementing an effective bird strike hazard reduction program is outlined in AFP 91-212.

7.13. (Added) Operational/Training Squadron Flight Safety Program. The squadron commander will maintain overall supervision of the flight safety program. SAFSOs represent an extension of the wing flight safety program at the squadron level. In addition to managing the squadron flight safety program, these individuals are still responsible to carry out all normal wing safety duties. Unit commanders will select a qualified rated officer as additional duty flight safety officer (ADFSO) to assist in managing the unit internal safety program. The ADFSOS will also assist the SAFSO in investigating minor incidents, PQDRs and in accomplishing necessary safety-related duties. Units possessing aircraft with enlisted crew positions should also consider appointing an enlisted crewmember as additional duty flight safety NCO to assist in the flight safety program.

7.13.1. (Added) Since the SAFSO assists the wing FSO with the wing program, it is expected that the ADFSOS will be assigned the majority of the following actions; however, it is recognized that missions and manning vary between units. The requirement is to ensure these actions are accomplished at the squadron and that the division of responsibilities is agreed upon and standardized within a given wing. The squadron commander will ensure that the following actions are accomplished by the squadron flight safety officers:

7.13.1.1. (Added) Upon appointment, contact the wing Office of Safety for required training.

7.13.1.2. (Added) Administer the unit safety program using this supplement as a guide and management tool.

7.13.1.3. (Added) Disseminate flight safety information to unit crewmembers.

7.13.1.4. (Added) Forward all flying safety matters of significance, which cannot be corrected at unit, level through the unit commander to the chief of safety.

7.13.1.5. (Added) Assist in conducting wing safety inspections as requested and conduct unit self-inspections.

7.13.1.6. (Added) Ensure a current file of applicable safety directives, to include AFI 91-202, AFI 91-204, AFP 91-212, and AFI 36-2833, is maintained by the unit.

7.13.1.7. (Added) Maintain Volume V of the squadron FCIF IAW AFI 11-202 Vol. 2 (PACAF Sup 1). Procedures will be implemented to ensure all aircrews review Volume V.

7.13.1.8. (Added) Maintain unit safety bulletin boards.

7.14. (Added) Flying Operations Evaluation. Rated chiefs of safety, and FSOs will fly either as a crew-member or observer on at least two sorties each month (one sortie if leave, TDY, etc, exceeds 5 work-days).

8.1.4. Coordinate with agencies such as civil engineering, operations or maintenance plans to establish procedures for the review of design, specification, and exercise/deployment tasking documents. Procedures will provide for sufficient lead-time to conduct the ground safety work process.

8.2.4.1. (Added) Newcomers should be scheduled within 30 days of arrival on station.

8.2.6.1. (Added) The safety orientation will also be provided to functional managers and squadron commanders. The orientation should consist of program elements, goals, organization mishap performance, recommended improvement areas and safety services available and Operational Risk Management (ORM).

8.5. (Added) **Industrial Safety Training Programs.** Safety personnel assigned to units with aircraft with which they are not familiar will attend familiarization-training courses, when available, during their first thirty days of assignment.

9.3.6. Focal point for PACAF is Chief of PACAF Flight Safety.

10.1.1.1. (Added) Each unit handling, maintaining, storing, installing or removing missiles, explosives, chemical or nuclear weapons will appoint an additional duty weapons safety officer/NCO (ADWSO). The primary role for the ADWSO is to work with the WSM on items that affect the unit and keep the commander informed.

10.1.3. (Added) The following documentation will be maintained by each wing weapons safety office:

10.1.3.1. (Added) Continuity Folder

10.1.3.2. (Added) Copies of site plans submitted

10.1.3.3. (Added) Waivers, exceptions, and deviations

10.1.3.4. (Added) Copies of all explosive licenses

10.1.3.5. (Added) Spot inspection log and reports

10.1.3.6. (Added) Copies of annual inspections

10.1.3.7. (Added) DDESB reports

10.1.3.8. (Added) Applicable portions of higher headquarters inspections / visits

10.1.3.9. (Added) Weapons safety mishap reports

10.1.3.10. (Added) Crosstell messages and reports

10.1.3.11. (Added) Award nominations

10.2.1. Weapons safety training may also be conducted by other qualified personnel such as loading standardization crew, security police training section, etc.

10.2.2. This training will be given to all personnel before working on explosives loaded aircraft. The training will include how to identify armed aircraft and a familiarization of the hazards involved when working on explosives loaded on aircraft.

10.2.3. Individuals overdue training will not perform any explosives or weapons related duty until training requirements are satisfied.

10.2.4. Other training conducted (example: weapons academics) may satisfy explosive safety training if all areas of this paragraph are adequately covered.

10.2.5. Training may be accomplished using the ISD method, however, an instructor must be available to answer questions and administer tests.

10.2.6. (Added) Missile safety training will be included in weapons safety training for units using air-launched missiles such as AIM-XX or AGM-XX. Missile and explosive safety training will include as a minimum the subjects listed below:

10.2.6.1. (Added) The individual's role and specific responsibilities in the unit weapons safety program.

10.2.6.2. (Added) Toxic, explosive, and hazardous aspects of the specific weapons system: e.g., propellants, radiation, electrical, etc.

10.2.6.3. (Added) Safety equipment provided to enhance worker safety.

10.2.6.4. (Added) Unique handling and transportation problem areas; e.g., trailer turning radii, tiedown procedures, etc.

10.2.6.5. (Added) Lessons learned from past local and like-unit mishaps, HAPs, or crosstell.

10.4. The Weapons Safety Manager (WSM) is responsible for administratively processing the supplements listed in this paragraph. After last bullet add following items which must also be on base explosives location map:

10.4.7. Base Explosive Exemption Matrix (BEEM) no longer applies.

10.4.9. WSMs will brief incoming wing commanders on all explosives waivers, exemptions and deviations and corresponding corrective action within 60 days of the new commander's arrival. Include a risk assessment for each waiver, exemption or deviation.

10.4.11.11. Electromagnetic radiation hazards. Information must be available that provides essential information on all on-base radiated frequency (RF) transmitters. It must include:

10.4.11.11.1. (Added) Location of each RF transmitter

10.4.11.11.2. (Added) Frequency range

10.4.11.11.3. (Added) Output wattage

10.4.11.11.4. (Added) Antenna Gain

10.5.1. WSMs will attend the facilities utilization board and facility design review meetings for proposed facilities within the explosive clear zone(s).

10.5.1. (Added) Each weapons safety office with a deployment requirement will maintain a readily available deployment kit for each independent unit. This kit will contain as a minimum the following items:

10.5.1.1. (Added) DOD 6055.9-STD and AFMAN 91-201

10.5.1.2. (Added) Calculator with cube root function

10.5.1.3. (Added) Linear measurement device (500' tape, etc . . .)

10.5.1.4. (Added) Drafting set equivalent to NSN 6675-00-926-4360

10.5.1.5. (Added) Protractor

10.5.1.6. (Added) Metric and standard engineering rulers

10.5.1.7. (Added) AF Forms 943

10.5.1.8. (Added) T.O. 11A-1-33 and 11A-1-46

10.5.1.9. (Added) Laptop Personal Computer (Strongly Recommended)

10.9.1. (Added) Status and updates will be routed through NAF and MAJCOM/SE

10.9.1.1. Attachment 1. Terms : High Interest Areas. These areas are addressed in AFI 91-301/PACAF Sup 1.

10.10.3. (Added) Lesson Plans and Tests:

10.10.3.1. (Added) (For units not using ISD) Tests will be prepared by the OPR and coordinated with the wing safety office. Individuals receiving weapons safety training must be given a closed book test at the conclusion of each training session. Test failures will receive immediate corrective training (classroom or self-study) and retest. Test questions missed must be critiqued before an individual can return to duty. The minimum number of test questions will be determined by training program objectives. The minimum passing grade is 80 percent. At least two distinctly different tests must be available and used. The same questions rearranged or with the multiple choices rearranged, are not considered "distinctively different."

10.10.4. (Added) Smoke and noise simulator training.

10.10.4.1. (Added) The person responsible for the use of smoke or noise simulators, usually the unit commander or EET team chief, will develop procedures to:

10.10.4.1.1. (Added) Train each authorized individual in classroom instruction and a practical demonstration of the use of each applicable simulator

10.10.4.1.2. (Added) Assign a person qualified in the use of each applicable simulator as trainer

10.10.4.1.3. (Added) Ensure unit lesson plan is approved by the wing weapons safety office

10.10.4.1.4. (Added) During practical demonstrations ensure there is no more than a ten-person to one simulator ratio during the demonstration

10.10.4.1.5. (Added) Document training and maintain at the work center

10.10.4.2. (Added) Initial training is valid for the duration of an individual's assignment to the EET. Any break from the EET in excess of 90 days, or transfer to another base, will require retraining.

10.10.4.3. (Added) HQ PACAF/IG personnel will receive training from 15 ABW.

11.6. Forms Prescribed: PACAF Forms 305 and 306, Safety Inspection Report. It is used to document results of unit inspections.

Attachment 1**TRAINING OUTLINE FOR ADDITIONAL DUTY FLIGHT SAFETY OFFICERS**

This outline provides the basic elements of the training program for additional duty flight safety officers (ADFSO).

A1.1. The Flight Safety Program.

A1.1.1. Objectives. To familiarize the trainee with the essential elements and objectives of the USAF and PACAF flight safety program; to enable them to identify operational hazards; and understand the principles of mishap prevention.

A1.1.2. References. AFIs 91-202 and 36-2833.

A1.1.3. Tasks. Review directives pertaining to the flight safety program; understand the requirements to support the program elements; be aware of general safety precautions; have a general knowledge of the duties outlined in AFI 91-202/PACAF Sup 1; and obtain a broader knowledge of the roles of operations, logistics, medical, civil engineering, weather and air traffic control in flight safety.

A1.2. Responsibilities of the Flight Safety Program:

A1.2.1. Objectives. To familiarize the trainee with the responsibilities for establishing and conducting an effective, aggressive and integrated safety program.

A1.2.2. References. AFIs 34-117 and 91-202.

A1.2.3. Tasks. Understand the responsibilities defined in the directives; review commander's safety policy; understand the specific responsibilities in the conduct of the unit's mishap prevention program; and review documentation requirements and procedures.

A1.3. Investigation and Reporting:

A1.3.1. Objectives. To familiarize the trainee with investigation and reporting requirements for mishaps and hazards.

A1.3.2. References. AFIs 91-202, 91-203, 91-204, TO 00-5-1 and TO 00-35D-54.

A1.3.3. Tasks. Review the applicable directives; acquire a basic understanding of procedures for investigating and reporting mishaps and hazards; become familiar with the types of reports submitted; become familiar with action channels for resolving mishaps and hazards; understand local mishap and hazard notification systems; and understand the responsibilities of this program.

A1.4. Inspections/Visits:

A1.4.1. Objectives. To familiarize the trainee with the objectives, policies and procedures of the safety surveillance program and the specific local requirements.

A1.4.2. References. AFI 90-201, 91-202, and PACAF Directory 90-513.

A1.4.3. Tasks. Review directives pertaining to the safety surveillance program; understand the objectives of the program and the necessity and methods for documenting visits; review the requirements for documenting corrective and follow-up action taken by the unit; and review the frequency of inspections required.

Attachment 2

TRAINING OUTLINE FOR UNIT GROUND SAFETY PERSONNEL

This outline and the unit ground safety program outline at Attachment 4 provide the basic elements to be included in the training program for unit ground safety personnel.

A2.1. The Ground Safety and Occupational Health Program. This outline and the unit ground safety and occupational health program outline at Attachment 4 provide only the minimum basic elements to be included in the training program for unit ground safety personnel. Each ground safety office, in consultation with aerospace medicine office, must establish a training plan which includes knowledge required to fit local needs. The trainee must understand the objectives of the mishap prevention program and how important their job is in achieving the desired results. The methods and personnel employed in presenting the training are key factors in the trainee's acceptance of the unit ground safety and occupational health responsibilities.

A2.1.1. Objectives: To familiarize the trainee with the essential elements and objectives of the USAF and PACAF ground safety program; to enable them to identify safety hazards; proper use of AFOSH standards; and understand the principles of mishap prevention.

A2.1.2. References. AFD 90-8, AFIs 91-202, 91-207, 91-301, and 36-2833.

A2.1.3. Tasks. Review directives pertaining to the ground safety and occupational health program; understand the requirements to support the program elements; be aware of general safety precautions; have a general knowledge of the duties outlined in this regulation; and obtain a basic knowledge of training requirements and methods used to educate personnel in the same effort.

A2.2. Responsibilities for the Ground Safety Program:

A2.2.1 Objectives. To familiarize the trainee with the responsibilities for establishing and conducting an effective, aggressive and integrated safety and occupational health programs.

A2.2.2. References. AFI 91-202 and 91-301.

A2.2.3. Tasks. Understand the responsibilities defined in the directives; review commanders' safety policy; understand the specific responsibilities in the conduct of the unit's mishap prevention program; and review documentation requirements and procedures.

A.2.3. Investigation and Reporting:

A2.3.1. Objectives. To familiarize the trainee with investigation and reporting requirements for mishaps hazards.

A2.3.2. References. AFIs 91-202, 91-204, and 91-301.

A2.3.3. Tasks. Review the applicable directives; acquire a basic understanding of procedures for investigating and reporting mishaps and hazards; become familiar with the types of reports submitted; understand local mishap notification system; and understand the responsibilities of this program.

A2.4. Inspections/Visits:

A2.4.1. Objective. To familiarize the trainee with the objectives, policies and procedures of the safety surveillance program and specific local requirements.

A2.4.2. References. AFIs 91-202, 91-301, and AFOSH Standards.

A2.4.3. Tasks. Review directives pertaining to the safety surveillance program; understand the objectives of the program and the necessity and methods for documenting visits; review requirements for documenting corrective and follow-up action taken by the unit; and review the frequency of inspections required.

A2.5. Mishap Experience:

A2.5.1. Objective. To familiarize the trainee with the mishap experience of their organization to include positive and negative results.

A2.5.2. References. AFIs 91-202, and 91-204 and local trending/analysis data.

A2.5.3. Tasks. Review the mishap experience of the organization during the last year, to include all mishap classifications covered in AFI 91-204; point out problem areas detected during trending which require increased prevention and observation measures in the unit; emphasize areas which have shown improvement or have low experience; and operational procedures in low experience shops should be looked at by unit personnel for squadron-wide application.

Attachment 3**TRAINING OUTLINE FOR ADDITIONAL DUTY WEAPONS SAFETY PERSONNEL**

This outline provides the basic elements to be included in the training program for additional duty weapons safety personnel.

A3.1. The Weapons Mishap Prevention Program:

A3.1.1. Objectives. To familiarize the trainee with the essential elements and objectives of the USAF and PACAF weapons mishap prevention program; to enable them to identify missile, nuclear and explosives hazards; and understand the principles of mishap prevention.

A3.1.2. References. DOD 6055.9-STD, AFMAN 91-201, AFI 91-202, AFI 36-2833, TO 11A-1-33, TO 11-A-46, and other sources as deemed necessary by the unit.

A3.1.3. Tasks. Check directives pertaining to each weapons safety specialty (missile, explosives); understand the need to support the program elements; be aware of general safety precautions, fire protection and storage requirements and electrical hazards, gain a knowledge of the duties outlined in AFI 91-202 and this supplement; gain a basic knowledge of waivers, deviations, aircraft parking plans and site plans; and understand the requirement for development of standard operating procedures to support explosives operations and unit requirements in support of the Nuclear Certified Equipment Program.

A3.2. Responsibilities for the Weapons Mishap Prevention Program:

A3.2.1. Objectives. To familiarize the trainee with the responsibilities for establishing and conducting an effective, aggressive and integrated safety program.

A3.2.2. References. DOD 6055.9-STD, AFMAN 91-201, AFIs 91-101 and 91-202.

A3.2.3. Tasks. Understand the responsibilities defined in the directives; review commander's safety policy; and understand the specific responsibilities of this program.

A3.3. Inspection/Visit:

A3.3.1. Objective. To familiarize the trainee with the objectives, policies and procedures of the safety surveillance program and specific local requirements.

A3.3.2. References. DOD 6055.9-STD, AFMAN 91-201, and AFI 91-202.

A3.3.3. Tasks. Check directives pertaining to the safety surveillance program; understand the objectives of the program and the necessity and methods for documenting visits; check the requirements for documenting corrective and follow-up action taken by the unit; and check the frequency of inspection required.

Attachment 4**COMMANDER'S UNIT GROUND SAFETY PROGRAM**

A4.1. Commander's Unit Ground Safety Program. The PACAF ground safety program depends upon effective commander and unit ground safety programs. Establishing a commander's safety program is required as it will allow for direct control and management of squadrons and units within the organization. Since the majority of hazard abatement actions are the direct responsibility of the functional manager, it is logical to provide the ground safety program from the commander level down to the individual. The commander's support of the unit's mishap prevention program will enhance combat capability and readiness preparedness.

A4.2. Unit Commander Responsibilities.

A4.2.1. Maintain overall responsibility for the unit ground safety program. To assist in program management, the commander must:

A4.2.2. Select an officer, NCO, or civilian knowledgeable in the mission and activities of the unit. Units with foreign national civilians should also appoint a foreign national safety representative. Individuals appointed should have a minimum of nine months' retainability. Selection will be made by letter with a copy sent to the ground safety officer and another retained in the unit ground safety management and continuity book.

A4.2.3. Review the status of the unit ground safety program monthly with the unit safety person.

A4.2.4. Identify and schedule "problem drivers" to attend Course V of AFI 91-207.

A4.2.5. Ensure all personnel requiring training IAW AFI 91-207 and AFI 91-301 are scheduled and attend.

A4.3. Unit Ground Safety Personnel Responsibilities.

A4.3.1. Upon appointment, attend training course given by the wing ground safety office within 30 days.

A4.3.2. Upon appointment, become familiar with the unit's Occupational Health Program and keep current on the status of the unit's occupational physical exam compliance figures.

A4.3.3. Assist Base Safety and Public Health with the collection, analysis, and posting of occupational injuries and illnesses.

A4.3.4. Document and brief the commander monthly on the status of the ground safety program. Update the commander on unit mishap experience, education activities, and pros and cons of the overall mishap prevention program.

A4.3.5. Conduct safety self-inspections IAW AFI 91-202 or as determined by the local ground safety office. Checklists provided by the ground safety office will be used as a guide during self-inspections.

A4.3.6. Conduct an aggressive hazard-reporting program as directed by Chapter 4 of this instruction. Ensure AF Form 457, USAF Hazard Report, and instructions for its use, are readily available to all personnel. Attaching this form and instructions safety bulletin boards is one means of accomplishing this requirement.

A4.3.7. Disseminate mishap prevention information such as mishap summaries, bulletins, messages, special subjects for inspection, seasonal campaigns, etc..

A4.3.8. Maintain a ground safety management and continuity book.

A4.3.9. Establish written internal ground mishap reporting procedures. Notify the ground safety office of all unit ground mishaps.

Attachment 5**WEAPONS SAFETY HIGH INTEREST AREAS**

This outline provides the basic elements of high interest areas for annual and spot weapons safety inspections.

A5.1. Weapons safety high interest areas will be determined locally by the Wing Commander or Chief of Safety, the following is a list of recommended areas.

A5.1.1. Annual Inspection High Interest Areas:

A5.1.1.2. Locations or operations where increased mishap potential has been identified by inspections or mishap investigations.

A5.1.1.3. Arm / Dearm operations

A5.1.1.4. All missile operations

A5.1.1.5. Bomb renovation plant

A5.1.1.6. Preload facilities and operations

A5.1.1.7. Combat turnaround operations

A5.1.1.8. Compliance with locally imposed restrictions to explosive operations

A5.1.1.9. Visual inspection of the base to determine if new construction or modifications are under way

A5.1.2. Spot Inspection High Interest Areas

A5.1.2.1. All explosive locations to include locations sited, licensed, and exempted from annual inspection requirements

A5.1.2.2. Maintenance, storage, alert, and operating locations

A5.1.2.3. Flightline explosive and hot cargo operations

A5.1.2.4. Weapons ranges and training areas

A5.1.2.5. Explosive disposal sites and demolition activities

A5.1.2.6. Munitions and munitions handling equipment quality assurance programs

A5.1.2.7. Weapons maintenance activities

A5.1.2.8. Weapons system TCTOs

A5.1.2.9. Licensed locations

NOTE:

Remove From Package

LARRY A. RESETER, Colonel, USAF
Director of Safety