



DEPARTMENT OF THE ARMY  
U.S. ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON  
2837 BOYD AVENUE  
FORT HUACHUCA, ARIZONA 85613-7000

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17 July 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 20-57, Libby Army Airfield (LAAF) Aircraft Priorities and Scheduling

1. REFERENCES:

- a. Army Regulation (AR) 95-2, Airspace, Airfields/Heliports, Flight Activities, Air Traffic Control (ATC), and Navigational Aids
- b. United States Army, United States Air Force, and Air National Guard Joint Use Memorandum of Understanding (MOU), dated 7 February 1983.
- c. LAAF Airfield Operations Manual (AOM), dated 1 November 2018.

2. POLICY: To establish a Joint Scheduling Board and define ATC aircraft priorities and scheduling procedures for Aviation activities at LAAF and Fort Huachuca Special Use Airspace.

3. PROCEDURES. FAAO 7110.65 aircraft priorities (i.e., emergencies, Air Evacuation, bonafide air interdiction/surveillance) shall take precedence over local aircraft priorities. When practical, LAAF air traffic controllers shall use the following local handling priorities for aircraft under their control: In general, all aircraft will be provided ATC service on a first come, first serve basis. Aircraft Priorities are the following:

a. Local Aircraft Priorities will be established in accordance with submitted, approved, and published schedules for training mission, (Operational training for forward deployment will have priority over regularly scheduled training requirements):

- (1) Military Training Flights
- (2) Public Aircraft/General Aviation

b. General Priorities by Operational Type:

- (1) Scheduled Mission Events (e.g. Flight Inspections, exercises, testing, etc.)
- (2) Arrival
- (3) Departures

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(4) Closed Traffic

(5) Simulated Flame-Out or Simulated Engine Failure Approaches

c. Aircraft characteristics and good judgment shall be taken into consideration when applying the provisions of this policy letter. ATC will provide separation and sequencing based on the most efficient use of airspace.

4. Scheduling: All tenants are required to forward their upcoming week's flight schedule NLT Friday prior to the flying week to ensure proper de-confliction of activities. If units have scheduling changes, notify/update the LAAF Airspace Officer, or designated representative, as soon as possible. If a unit fails to show, or coordinate schedule changes, within 30 minutes of their scheduled training start time, they will lose priority in their scheduled window to those ready to fly. Units showing up prior to/after scheduled times will not necessarily be denied service, but if providing service results in pattern disruption, scheduled users will be afforded priority. A monthly scheduling meeting will be convened to discuss upcoming training events and user requirements. If a tenant unit is unable to attend, they are to notify the LAAF Airspace Officer prior to the meeting and provide any associated information concerning their flight operations for the month.

5. De-confliction of Aviation Training Events: The LAAF Airspace Officer, or designated representative, will de-conflict all aviation flight requests. If the user finds the decision unacceptable, they are to contact the Directorate of Plans, Training, Mobilization and Security (DPTMS) Director for resolution. Fort Huachuca senior leadership will provide the reviewed decision/guidance to the LAAF Airspace Officer, who will advise the user of the final operational decision.


6. All LAAF Aviation users should attend the quarterly Airfield Operations Board and Airspace Users meetings.

7. All Aviation and Airport operations will be in accordance with the LAAF AOM.

8. This memorandum supersedes USAG, POLICY 133, Libby Army Airfield (LAAF) Aircraft Priorities and Scheduling., dated 29 Apr 2013.

9. PROPONENT: DPTMS, Libby Airfield Manager, (520) 538-2861 and Libby ATC Chief, 538-2849.

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JARROD MORELAND  
Colonel, MI  
Commanding