GODMAN AIRFIELD OPERATIONS MANUAL
7 AUGUST 2019

Preface

This manual provides direction and lines of responsibility in the day-to-day operation of Godman Army Airfield (GAAF). The International Civil Aviation Organization (ICAO) airport identifier for GAAF is KFTK. It details operating procedures to be followed for both routine matters and unusual circumstances or emergencies that may arise.

Manual Updates. It is an FAA and Army requirement that this manual be kept current. Any change or amendment to this manual must be approved by the Airport Manager before it can take effect. Likewise, this manual must reflect any changes in operations staff and their responsibilities.

Updating the manual will be the responsibility of the Airfield Operations Officer. This manual is to be kept current at all times. The new version of the manual will be published, signed, and issued. The signed copy will be located in the shared folder

Distribution:
The official copy of this manual will be maintained at the GAAF Airfield Operations and will be available for inspection.

Copies of the manual will be issued to departments/directorates and tenant units/organizations on the airfield with operational responsibilities, aviation activities, or airfield emergency responsibilities.

An official current copy should be submitted to the Department of the Army Regional Representative (DAR) office and the United States Army Aeronautical Services Agency (USAASA) per AR 95-2 each time this manual is revised.

Exemptions/Limitations. GAAF operates without exemptions or limitations issued by FAA.

Procedures for Reporting Deviations. In emergency conditions, GAAF may deviate from the requirements. If requested, the details of the deviation will be provided in writing.

Summary of Change

Godman Airfield Operations Manual

- Format, grammatical and punctuation corrections throughout.

- Hours of Operations
- External Load Operations
- Removal of NDB
- Reclassify Runway 5/23 to TaxiwayF
- Changed Ireland Army Community Hospital to Clinic
- Remove hospital helipad
- Changed Lightning Detection reporting (Advisories/Warnings)
- Updates forms to show a single Flight Log.
- Updated Airfield Map, renamed some SOD areas and change to Taxiway F.
- Updated Appendix E, F, G, and H for currency of information.

Contents

Chapter 1

1-1. Mission

Godman Army Airfield provides airfield and air traffic control operations in support of the Army Reserve Aviation Command (ARAC) and aviation multi-service joint training and operations. Provides Air Traffic and Airspace (AT&A) management and Weather Operations for the Installation and Fort Knox Mission Partners and MFGI units.

1-2. Lines of Succession

Godman Army Airfield designated line of succession is as follows:

a. Airfield Manager
b. Tower Chief
c. Airfield Operations Officer

1-3. Airfield Operations Information

Godman Army Airfield Operations is located on the ground floor of the main Airfield hangar, Bldg. 5220, this is the primary place of duty. Airfield Operations is open Monday – Friday, 8 hours a day. Phones and radios shall not be left unmonitored except for physical necessities or airfield responses.

a. Operating Hours: 0700-1500 LCL Monday-Friday,

Note: Airfield Operations is closed on Federal Holidays. High priority missions may require Airfield Operations to open after or before normal duty hours. Advanced notice of two weeks is required for scheduling.

b. Opening and Closing Procedures.

(1) Opening Procedures. The following actions shall be conducted daily upon arrival:

(a) Access to Building 5220 will be through the entrance door located between Airfield Operations and Weather Detachment offices.

(b) Open doors and gates as appropriate Mon-Fri. Unlock hangar doors (South end), hallway doors, vestibule door, north and center exterior door, Dutch door to Ops, Ops to hangar door, customer windows.

(c) Notify Lockheed Martin AFSS and ASF Flight Operations that Airfield Operations is open. Obtain all pertinent changes or air traffic messages as appropriate. Additionally, if the Tower not open, contact Louisville Approach Control and Range Operations when opening.

(d) Record initials and time contacted for all agencies being notified.

(e) Initiate the facility equipment checklist.

(f) Initiate DA Form 1594, Daily Staff Journal, and ensure that all opening activities are logged.

(g) Post copies on the NOTAM briefing board in the Flight Planning Room.

(h) Verify PPR's on the IVSR console.

(i) Verify the status of the Airfield lighting; Taxiway C, rotating beacon, flood lights, and obstruction lights

(j) When Tower is closed, complete Primary Crash Alarm System check at 0900L, followed by Secondary Crash Alarm System check. When Tower is open, complete Secondary Crash Alarm System check immediately after Tower initiates Primary Check at 0900L.

(k) Prior to 0800L conduct Airfield Inspection and lighting check. Record the results on DA Form 1594, Airfield Inspection form and Daily Check Spreadsheet.

(2) Closing Procedures.

(a) When Tower is closed, turn Pilot Controlled Lighting on prior to Airfield Operations closing. Turn on lights for Taxiway C to step 1. Turn on rotating beacon, flood lights, and obstruction lights.

(b) Complete traffic count and Security Checklist.

(c) Send PPR slide and print PPR's for the next day.

(d) Lock Vestibule door to lobby, hallway door to North Stairwell, and exterior door to North Stairwell, 2-Hangar walk through doors, Ops to Hangar door, Ops Dutch door, and customer windows.

(e) Ensure gates to Airfield are closed.

(f) Relay all active and proposed cross-country and transient unit traffic on a DD Form 175 to Lockheed Martin AFSS, unless otherwise coordinated with visiting unit. AFSS shall assume Search and Rescue responsibilities for traffic.

(g) Relay DD Form 175 for IFR and VFR Cross-country aircraft belonging to the ARAC units (8/229, 5/159th, & ASF) to ASF Knox Operations at 624-5227 Primary, 624-8555 Secondary. ASF Knox will assume Search and Rescue responsibilities IAW ASF Knox Overdue Aircraft/Search and Rescue SOP.

(h) When Tower is closed, notify Louisville Approach Control and Ft Knox Range that Operations is closing.

(i) Record initials and time contacted for all agencies being notified.

(j) Close all logs, print out DA Form 1594 and AISR traffic, prepare DA Form 1594 for next day with appropriate carryover.

1-4. Air Traffic Control Facilities: Operating Hours, Designated Airspace and Locally Assigned Frequencies.

a. Air Traffic Control: The Tower, Bldg 5225, is located on the south side of C sod located between Taxiway C and Taxiway D. The Tower operates on the following hours:

(1) Tower Operation Hours:
0700-2300 LCL Mon-Fri

(2) Shift Hours:
Shift A: 0700-1500 LCL
Shift B: 1500-2300 LCL

Note: The Control Tower is closed on Federal Holidays. Special operations may require the Tower to open after or before normal duty hours. Advanced notice of two weeks is required for scheduling.

b. Radar Approach Control: Louisville Approach Control is the servicing approach control facility and is located at Louisville International Airport (SDF) in Louisville, Ky. All IFR and SVFR traffic at Godman is controlled by Louisville Approach. Indianapolis Air En Route Traffic Control Center (ARTCC) is the serving en route facility.

c. Washington HUB (FSS): The FSS is located at Ashburn, VA.

d. Frequencies.

	VHF	UHF	FM/Other
Tower	133.35	233.7	
Ground	121.9	239.3	
Guard	121.5	243.0	
Operations	126.2	234.4	
Weather (Metro)	139.65		
SDF	132.07/123.67	327.0	
Range Control	136.075		38.90/41.80
VOR/DATIS	109.6		
DME			994

ILS	Localizer	108.95		
	Glide Slope		329.15	
	DME			1113

1-5. Associated Facilities.

a. Weather Station. OL-B 3rd Weather Squadron Fort Knox Weather Operations located in building 5220, 1st floor. USAF provides weather support services consisting of surface weather observing, forecasting, aircrew briefings, and staff weather support to B Co 6-52AVN Reg, 8/229th ATK AVN Reg, 5-159th MEDEVAC, transient aircraft (time permitting), Post Range Control, and all units residing and operating at Fort Knox. Operating hours are Mon- Sat, 0700-2300 and Sun, 0700-1500 exclusive of Federal Holidays. Alternate site is the 5th floor of the Tower.

b. POL Contractor: A DLA Contractor provides re-fueling and de-fueling services. The office is located on the south side of Bldg 5220. Operating hours are 0700-2300, Mon-Sat, closed on Sunday and Federal Holidays. Pilots or Tower shall coordinate fuel requests with the Airfield Operations who will in turn notify Unit 2 via the airfield LMR. Aircraft should be shut down and ready to receive fuel no later than 2245 local, unless prior coordinated.

c. Fort Knox Range Control. Ft. Knox Range Control is responsible for operations in the range areas and includes R3704 A & B. Range Control is located in Bldg. 9308. Range status will be determined during opening and changes will be noted on the DA Form 1594. Ranges may be active 24 hours a day, 7 days a week. All ranges are located east of Godman AAF.

d. Fort Knox Fire and Emergency Services.

(1) Fire Fighting facilities. Fort Knox has 3 fire stations that provide fire fighting capabilities. See Chapter 5 for more information.

(2) Ambulances and paramedic services are available from Ireland Army Health Clinic.

(3) All Fire and Emergency response is coordinated through the 911 Center.

Chapter 2 – Facility Equipment.

2-1. Radio Communication Equipment.

(1) Transmitters. Type. VHF CM 300, UHF CM 300, and PRC 117.

(2) Location. PRC 117 is located in the Tower cab (7th floor). All other transmitters are located in the radio room on the 4th floor.

b. Receivers.

(1) Type. VHF CM 300, UHF CM 300, and PRC 117.

(2) Location. PRC 117 is located in the Tower cab (7th floor). All other receivers are located in the Snow Mountain communications building, Bldg. 8928, 1.9 miles west of the airfield.

c. Standby Communications Equipment. The only VHF frequencies with backup capabilities are 133.35 and 126.2.

d. Maintenance and Outages. Radio equipment maintenance is performed by ATC Maintenance. Outages shall be reported to ATC Maintenance (624-1542) during hours of operation (0800-1600) and logged on the daily log. After Airfield Operations closes, Tower will broadcast known issues on the ATIS and email Airfield Operations and ATC Maintenance. Airfield Operations will issue NOTAM as soon as possible.

e. Land Mobile Radio (LMR).

(1) Location. A LMR base station is located in Airfield Operations and Tower and is the vehicle control and POL notification net.

(2) Hand held LMRs are located in Airfield Operations and will be issued to personnel/vehicles operting on or near the airfield movement area.

(3) Maintenance and Outages - LMR outages and maintenance shall be reported to the Airfield Operations Officer.

f. Digital Automatic Terminal Information Service (DATIS). DATIS is available on the voice feature of the FTK VOR frequency 109.6. DATIS provides continuous non-control information to arriving and departing aircraft concerning meteorological data and other airport related information. Weather is available 24/7, to include when Tower is closed. NOTAM information is manually updated by Tower.

(1) Location. The DATIS is located in the Tower. Tower personnel are responsible for updating the information provided. The system is set up prior to departure to allow the

data to continue to broadcast. NOTAM and Weather Advisory/Watch/Warning information cannot be changed without Tower open.

(2) Maintenance and Outage. For DATIS equipment failures, notify ATC Maintenance, AAAS Administrator, and Facility Chief.

g. Paducah and Louisville (P&L) Train Radio. The P&L train radio is used to communicate with the trains that cross just beyond the north end of Runway 18/36. The train operator will contact the Tower/Airfield Operations prior to transition with direction of travel. The Tower/Airfield Operations will acknowledge the transition. The only allowed stoppage to the train is in the event of an accident/incident that causes a hazard on or near the tracks. Fixed wing aircraft are not allowed to depart Runway 36 if a train is near, adjacent to or present in the runway clear zone. Fixed wing and rotary wing aircraft will not arrive on an IFR approach to Runway 18 if a train is near, adjacent to or present in the runway clear zone.

h. Secure Voice Operation. N/A. All air traffic movement operations are non-secure.

2-2. Land-Line Communications Equipment.

a. Interim Voice Switch Replacement (IVSR).

(1) Type. VCS- 3020X

(2) Location. Consoles are located in Airfield Operations, Weather and the Tower.

(3) Use. The console consists of telephone circuits, IVSR monitor, and ATC radios. It is used for all air traffic communications.

(4) Maintenance and Outage. TI 6650.8A, Volume 4 covers the use and operator maintenance for the IVSR. Maintenance for outages is provided by ATC Electronic Technicians.

b. Interphone (SDF Data).

(1) Type. The Interphone system is a leased landline utilizing volume controlled voice speakers. It is accessed through the IVSR system.

(2) Location. The Interphone access points are located in the Tower, Airfield Operations, Range Control and Louisville Approach Control (SDF).

(3) Use. The Interphone is utilized for intra-facility and inter-facility coordination pertaining to air traffic movements in the Godman area and its use is restricted to that purpose.

(4) Circuit Identification. FTIH-P-022083-002/30691-1

(5) Maintenance and Outage. Outages will be reported to ATC Maintenance for troubleshooting. Maintenance is performed by FTI-Harris Corp. Equipment outages should be reported to Louisville Approach at 375-7440/7441.

c. Flight Service Station (FSS).

(1) Type. The FSS has a direct line accessed through the IVSR console.

(2) Location. The line connects Airfield Operations to Washington Hub AFSS.

(3) Use. The direct line can be used to coordinate flight movement messages when the AIS computer is experiencing technical difficulties.

(4) Circuit Identification. FTIH-P-031601.

(5) Maintenance and Outage. Equipment outages should be reported to ATC Maintenance.

d. Telephones. There are three class “A” numbers - 624-5545/5536/6047. These phones are for official business only. The flight planning area phone (624-3535) is for transient crews to make calls. The DSN prefix for Ft. Knox is “464”. To make a DSN calls dial “94” first and then the number. To make a local call dial “99” first and then the number. To make an on post call, dial the last 5 numbers. The VIP lounge phone is for VIP calls.

e. Gold Vault Phone. A direct phone line to the Gold vault is monitored by Tower, when open. Airfield Operations monitors this line, when Tower is closed. The line is located on the G/G2 page of the IVSR console. This line is used for coordination of aircraft over flying the Gold Vault.

2-3. NAVAIDS.

a. Instrument Landing System (ILS) / Distance Measuring Equipment (DME).

(1) Type. Mark 20 A ILS/415SE DME

(2) Location. The Glide Slope is located at the west side of RWY 18/36 at the north end. The Localizer/DME is located off the south end of RWY 18/36.

(3) Monitoring. The ILS is jointly monitored by Airfield Operations and Tower. The monitor (FA-10590 Remote Control Status Unit) located in Airfield Operations has audible and visual alarm features for the Localizer, Glide Slope and two DMEs. The Tower monitor (FA-10591 Remote Status and Interlock Unit) has audible and visual indicators. NAVAIDS not monitored when Airfield Operations and Tower are closed.

(4) Maintenance and Outage. Notify Louisville Approach Control, ATC Maintenance, and the Control Tower when the ILS or DME is out-of-service and issue appropriate NOTAMs. NAVAIDS are unmonitored when Tower and Airfield Operations are closed.

b. VHF Omni-directional range (VOR) / Distance Measuring Equipment (DME).

(1) Type. 1150A VOR/ 415SE DME

(2) Location. On the airfield centrally located between RWY 18/36 and RWY 15/33.

(3) Monitoring. The VOR is jointly monitored by Airfield Operations and Tower. The monitor (2238 Remote Control Status Unit) for the VOR has a touch screen with audible and visual alarm features. The monitor (2138 Remote Status Unit) in the Tower has audible and visual indicators. The co-located DME is monitored on the FA-10590 is identified on that unit. NAVAIDS not monitored when Airfield Operations and Tower are closed.

(4) Maintenance and Outage. Notify Louisville Approach Control, ATC Maintenance, and the Control Tower when the VOR or DME is out-of-service and issue appropriate NOTAMs.

c. NAVAID Protection

(1) Airfield Operations personnel should be aware of any construction activity which could potentially impair the proper function of the NAVAIDs. The Airfield Manager and Airfield Operations Officer shall be notified. The Airfield Manager or the Airfield Operations Officer will notify the DAR and FAA Airways Facilities personnel.

(2) Maintaining power to the NAVAIDs shall be a consideration in all maintenance or construction activities. Prior to conducting any excavation work, the power cables should be located, marked and avoided. If it becomes necessary to temporarily disconnect power to any portion of the NAVAIDs, the Airfield Manager or the Airfield Operations Officer will be notified before the disconnection.

d. Outages: NAVAID outages will be recorded in the Daily Staff Journal. During duty hours call ATC Maintenance to respond to the outage. After duty hours, send an e-mail to ATC maintenance personnel and NOTAM the equipment as out of service or unreliable. Louisville Approach Control, ATC Maintenance, Tower, and Airfield Operations shall be notified when the ILS and/or VOR is out-of-service.

e. Maintenance Checks: Maintenance is provided by ATC Electronic Technicians.

2-4. Other Equipment.

a. Weather Dissemination.

(1) Type. Weather information is disseminated through the Joint Environmental Toolkit (JET) system and then displayed on the Army Airfield Automated System (AAAS).

(2) Location. JET is located in the local weather station. AAAS displays are located in the Tower, Tower Chief Office and Airfield Operations.

(3) Use. The dissemination of local weather information. AAAS provides real-time display of weather information. Wind direction is displayed to the nearest degree, however it shall be read to the nearest 10 degrees (e.g. display- 307 read- 310, 204=200 etc…). The velocity will be read to the nearest knot. See FAA JO 7110.65 for reading of wind.

(4) Maintenance. JET maintenance is performed by United States Air Force personnel. AAAS maintenance is performed by designated personnel according to local memorandum.

b. Weather Instruments.

(1) Type. FMQ-19

(2) Location. West side of Runway 18, north end.

(3) Use. The weather instruments gather data about the weather and disseminate it to the JET. This includes wind, altimeter, temperature, and density altitude.

(4) Maintenance. Maintenance is performed by DAF civilians from Fort Campbell.

c. Snow Mountain.

(1) Type. Audible alarm for phase loss of power at Snow Mountain.

(2) Location. On the wall in Airfield Operations, hangar side.

(3) Use. The alarm is used to notify Airfield Operations of a power loss. Snow Mountain contains radio equipment.

(4) Maintenance. Call NOLIN for issues.

d. Emergency Power

(1) Type. Generator powered by a 500 gallon fuel tank.

(2) Location. The generator and tank are located at the northeast corner of Bldg 5220 and west corner (NEC Communication room). There are separate generators and tanks for the Tower (Bldg 5225) and Lighting Vault (Bldg 5229).

(3) Use. The generator provides power to specific items in the event of commercial power loss.

(4) Maintenance. Maintenance and monthly testing are provided by contractor.

e. Fuse Boxes.

(1) Type. In wall fuse boxes.

(2) Location. There are multiple fuse boxes located in Bldg 5220. The main fuse boxes that pertain to Airfield Operations areas are in the hallway by the weather station.

(3) Use. These boxes are used for power in the office areas on the north portion of Bldg 5220.

(4) Maintenance. Maintenance is provided by contractor. Work orders will be submitted to request service.

f. Clocks. A clock is located above the IVSR console. This is NOT a direct, coded time source clock and will be checked with Tower during opening procedures.

g. First Aid Kits. First Aid kits are located in the drawer of the desk closest to the hangar.

h. Fire Extinguisher. Lobby, front door, east stairwell.

i. Automation Equipment. N/A.

2-5. Airfield/Heliport Lighting.

a. Control Panel. Airfield lighting control panels are located in the Tower and Airfield Operations. The control panels are touch screen monitor systems. The Tower will have control of the lighting system during operating hours. The PAPI lights are not operated by the lighting control panel.

Note: Pilot controlled lighting is enabled through frequency 133.35 on Runway (RWY) 18/36 and includes edge lights, threshold lights, PAPI lights and approach lights. Intensity can be adjusted by the pilot and all lighting will automatically shut off 15 minutes after activation. (5 clicks for medium intensity. 7 clicks for high intensity. 3 clicks turns it off)

b. Runway and Helipad.

(1) RWY 18 – HIRLS, REIL, SSALSR, PAPI

(2) RWY 36 – HIRLS, ODALS, PAPI

(3) RWY 15 – MIRLS, REIL, Assault Strip Landing Lights

(4) RWY 33 – MIRLS

Note: Lighting definitions and descriptions can be found in paragrah e. below.

c. Threshold. Threshold lights are part of the HIRLS. They are green and indicate the runway landing threshold.

d. Boundary. N/A

e. Approach.

(1) High Intensity Runway Lights System (HIRLS). The HIRLS identify the runway edge with white lights, the landing threshold with green lights, and the runway end with red lights. These lights are set along both edges of the runway. The HIRLS have 5 settings from low (1) to high (5).

(2) Simplified Short Approach Lighting System with Runway Alignment Indicator Lights (SSALSR). The SSALSR is a high intensity lighting system that is used in conjunction with a precision approach system to an instrument runway for use during IFR conditions. These lights consist of light bars that begin with a threshold bar (green lights) and then seven white light bars every 200 feet out to 1400 feet from the threshold lights.

(3) Precision Approach Path Indicator (PAPI) lights. The PAPI system consists of a single row of four light units. Four white lights indicate that the aircraft is high (more than 3.5 degrees). Three white and one red light indicate that the aircraft is slightly high (more than 3.2 degrees). Two red and two white lights indicate that the aircraft is on glidepath (3 degrees). One white and three red lights indicate that the aircraft is slightly low (2.8 degrees). Four red lights indicate that the aircraft is low (less than 2.5 degrees). The useful range of the system is five miles during the day and up to twenty miles at night. Refer to AIM figure 2-1-5. A PAPI system is located to the left of RWY 18 and RWY 36 approximately 1000 feet from the approach end of each runway.

(4) Omni-directional Approach Light System (ODALS). The ODALS consist of seven flashing white lights. Five lights extend from the runway threshold 1,500 feet outward and are spaced 300 feet apart. The remaining two flashing lights are evenly spaced to the right and left of the runway threshold. Refer to the AIM figure 2-1-1.

(5) Runway End Identifier Lights (REIL). The REIL system provides a rapid and positive identification of the approach end of the runway. The system consists of a pair of synchronized flashing red lights located laterally on each side of the runway end.

(6) Medium Intensity Runway Lights System (MIRLS). The MIRLS identify the runway edge with white lights, the landing threshold with green lights, and the runway end with red lights. These lights are set along both edges of the runway. The MIRLS have 3 settings from low (1) to high (3).

(7) Assault Strip Landing Lights. The assault lights are white lights used for assault landing operations. The assault lights resemble the HIRLS but are used to indicate a smaller area of the runway.

Note: Infrared (IR) lights are installed at the approach end and departure end of RWY 15 for 123rd ALW night operations. The maintenance of these lights is the sole responsibility of the 123rd ALW.

f. Taxiway. The taxiway edge lights are used to outline the edges of the taxiways during periods of darkness or restricted visibility. The taxiway lights are blue and have three intensity settings from low (1) to high (3). The taxiway system includes the apron lights for Red, VIP and Blue ramps and they are jointly operated.

g. Rotating Beacon. The rotating beacon is used to identify the airport during sunset to sunrise hours and when the reported weather indicates IFR conditions (IAW FAA JO 7110.65). It has two lights, green and white, that rotate at a constant speed which produce the visual effect of flashes at regular intervals. Military airports have a split white light that flashes twice between each green flash.

h. Obstruction. Aviation red obstruction lights warn airmen of an obstruction's presence from sunset to sunrise. The obstruction lights on Hangar No.1 (Bldg 5220) are controlled by the airfield lighting control panel. All other airfield obstruction lights are controlled by photocells or timers.

i. Wind Sock. There is one lighted wind sock located in GCA sod between RWY 36 and RWY 33. Refer to the Airfield Diagram in Appendix A, A-9 for specific location.

j. Flood Lights. Large fixed lights illuminate the VIP ramp during hours of darkness. The flood lights are operated from sunset to sunrise. The "FLOOD" button on the airfield lighting control panel should remain on at all times, unless specifically coordinated for NVD training.

k. Maintenance and Outage. Airfield Operations personnel are responsible for coordinating maintenance and repair of airfield lighting to Ginn Group. Priority will be placed on all mandatory lights and lighted signs.

l. Other. Parking Ramps. These areas are Yellow Ramp, Green Ramp and the Keyholes. The parking ramp lights are white illumination lights and are used to visually aid airmen during hours of darkness during pre-flight and shutdown operations.

2-6. Monitoring

a. Equipment Monitored.

(1) Godman VHF Omni-directional Range/Distance Measuring Equipment (VOR/DME). Identifier is FTK. The VOR is monitored by Airfield Operations. The monitor (VHF C-10526/FRN-41) has an audible alarm feature.

(2) DALR. The DALR is monitored by the Tower. There is an audible alarm on the console that indicates when a failure occurs.

(3) Interim Voice Switch Replacement (IVSR). The IVSR is monitored jointly by Airfield Operations and Tower. There is an audible alarm on the console in both locations.

(4) Godman Instrument Landing System (ILS). The ILS is monitored jointly by Airfield Operations and Tower. There is an audible alarm on the console in both locations.

b. Operational Checks. SDF, ATC Maintenance, and Airfield Operations shall be notified, as applicable for outages of the monitored equipment.

c. Maintenance Checks. ATC Maintenance is responsible for maintenance of the equipment monitors.

2-7. Operator Maintenance of Facility Equipment.

a. Cleaning. The IVSR Touch Entry Displays (TEDs) and adjacent displays and equipment will be dusted regularly. When a more thorough cleaning is required, a cloth will be dampened (not dripping) with plain water and used to remove fingerprints and other dirt and grime that was not removed with dusting.

Note: Hold the REL button while cleaning to avoid inadvertent selection of frequencies or buttons.

b. IVSR alarm monitor. The IVSR alarm monitors are located on the IVSR console in Operations and Tower. An aural alarm and associated red light indicate a fault within the system. ATC Maintenance will be notified of the system fault.

Chapter 3 – Airport Information

3-1. Airport.

a. Responsible Agency. The responsible agency for the operation of Godman AAF is Directorate of Plans, Training, Mobilization, and Security (DPTMS) – Airfield Division, Fort Knox, KY.

b. Field Elevation. 755ft/230m. Gradient +3

c. Layout. Refer to Appendix A, A-4, Airfield Diagram.

d. Radio and Visual Blindspots.

(1) Radio Blindspots.

(a) Location. Several radio blind spots exist on the airfield at random locations. Blind spots have been experienced at almost every location on the airfield. Aircraft type, weather, and seasonal factors may increase the occurrence of blind spots.

(b) Procedures. In the event an aircraft is suspected of being within a radio blind spot, The tower will inform the aircraft he/she is unreadable and take one of the following actions:

1 Taxi the aircraft to another location, and attempt to establish communications.

2 Rotary-wing aircraft may be asked to come to a hover if their location permits it.

(2) Tower Visibility Restrictions. Red Ramp, near the Hangar (Bldg. 5222).

e. Runways.

(1) Runway Information

Runway	Heading	Width	Total Surface	Threshold to threshold	Landing Distance
RWY 15	147	75	5253	4853	5053
RWY 18	180	150	5585	5185	5385
RWY 33	327	75	5253	4853	5053
RWY 36	360	150	5585	5185	5385

(2) Weight Restrictions. Each runway has a predetermined pavement strength that is known as the Pavement Classification Number (PCN). This value is used in conjunction with Aircraft Classification Numbers (ACN) in order to determine the maximum

allowable gross weight. The PCN's are published in the IFR SUPPLEMENT. Due to the complexity of the PCN/ACN system it will not be covered in detail within this manual. It is the pilot's responsibility to determine if his/her aircraft is within the maximum allowable gross weight for the runway of intended landing/departure.

(3) Traffic Patterns. The standard traffic pattern is west of the airfield for runways 18/36 and 15/33. East traffic must obey the noise abatement policy for flight over Fort Knox, and avoid flight within R-3704 A/B (IAW Fort Knox Regulation 95-1).

TYPE	ALTITUDE
Fixed-Wing and Overhead Pattern	2300ft. MSL
Rotary-Wing Pattern	1500ft. MSL

(4) Preferential Runway.

(a) RWY 18 is the preferential runway due to length, noise abatement, approach lighting system, and surface condition. RWY 18/36 is the primary all-weather runway and the calm wind runway.

(b) RWY 15/33 is the secondary runway and used as a tactical landing strip for C130 aircraft.

(5) Intersection Departures. Intersection departure operations are authorized and shall be conducted IAW FAA JO 7110.65 sections 3-7-1, 3-1-4, and 3-9-7. Intersection departure runway lengths remaining are provided below.

RWY 36 @ Taxiway A:	4350ft.
RWY 36 @ Taxiway B:	3650ft.
RWY 36 @ Taxiway C:	2350ft.
RWY 18 @ Taxiway C:	2750ft.
RWY 15 @ Taxiway C:	2850ft.

Refer to Appendix A, A-12, Intersection Departure/Distance Remaining Chart.

f. Other Landing Areas. Other helicopters landing areas for VFR flights are listed below. Aircraft will not over fly equipment, vehicles, or parked/taxiing aircraft. Take-offs and landings to parking ramps or pads are "Strictly Prohibited"!

(1) Midfield Area. Located east of the midfield section of RWY 18/36.

(2) Sod Areas. Rotary-wing aircraft are authorized to arrive/depart from lettered sod areas within the airfield boundary. All named sods are not available for rotary-wing operations.

g. Taxiways.

(1) Taxiway Width Information.

Taxiway A -	75ft.
Taxiway B -	50ft.
Taxiway C -	50ft.
Taxiway C, west of RWY 18	75ft.
Taxiway D -	50ft.
Taxiway F -	75ft.

(2) Taxi Restrictions.

(a) Taxi speed on all ramps and parking areas shall not exceed 5 knots.

(b) Rotary-wing aircraft are restricted to ground-taxi operations on Red Ramp, VIP Ramp, Blue Ramp, Green Ramp, Yellow Ramp, and Keyhole Parking. Skid aircraft are the only aircraft authorized to hover taxi on these areas. All taxi operations on VIP Ramp between Hangar No. 1 and the Tower shall be limited, but are not prohibited.

Note. "Engines will not be started (rotary or fixed-wing) when another aircraft is being fueled on an adjacent parking spot, neither will an aircraft be taxied (rotary or fixed-wing) to the spot adjacent to a spot conducting fueling operations, or within 100' of a fuel truck or re-fueling operation."

(3) Weight Restrictions. All "large" and "heavy" aircraft shall use taxiways Alpha, Bravo, Charlie west of Runway 18, and Foxtrot west of Runway 18.

Note: If an aircraft mistakenly turns onto an area not intended for their use, keep the aircraft moving and expeditiously route them back to an adequate surface.

h. Airfield Parking Plan and Parking Procedures.

(1) Hangar Locations. Godman AAF has four hangars.

(a) Bldg. 5222 Hangar – Located on Red Ramp south of Airfield Operations. This is used for contract maintenance for tenant rotary-wing aircraft.

(b) Bldg. 5220, Hangar No.1 – Located on VIP Ramp south of the Tower and north of Bldg. 5222. This is used for tenant BE-20 parking and maintenance, in addition to some transient parking.

(c) Bldg. 5256, Murphy Hangar – Located east of Hangar No.1 on Blue Ramp and southeast of the Tower. This is used by Aviation Support Facility (ASF) and provides maintenance for tenant rotary-wing aircraft.

(d) Bldg. 5253, Thunderbolt Hangar – Located east of Murphy Hangar on Blue Ramp. This is used as the operations building for tenant ARAC units (8-229th AVN and 159th AVN). There is limited parking available in this hangar.

(2) Parking Areas. Airfield Operations is responsible for the airfield parking plan IAW this manual.

(a) Red Ramp (a.k.a. South Ramp) – This area has five concrete pads with tie-downs and electrical grounding points. It is located on the southern section of Red Ramp. The area runs from south to north along Bldg. 5222 Hangar and the F-24 Above Ground Storage Tanks (AGST). All aircraft will park facing to the west. Most pads in this area are not in sight from the Tower.

(b) Transient Parking – This area has three asphalt parking spaces primarily for fixed winged aircraft. They are marked with a yellow "T" and they have tie-downs and electrical grounding points. It is located west of the Airfield Operations Hangar. All aircraft will park facing to the west.

(c) VIP Ramp – This area has three asphalt parking spaces with tie-downs and electrical grounding points. It is located to the north of the Hangar No.1. VIP Spot 1 is located farthest west and is abeam the concrete sidewalk. VIP Spot 2 and VIP Spot 3 fall in order to the east of VIP Spot 1 on the yellow taxi line. All VIP aircraft will park facing to the southwest. VIP spots 1-3 are restricted to fixed-wing aircraft.

Note: Exceptions regarding VIP helicopter operations are approved by Airfield Operations.

(d) Blue Ramp – This area has 12 concrete parking pads with tie-downs and electrical grounding points. E Tow way is blocked by B10 & B11; therefore these spots are not used. It is located north of Murphy Hangar and Thunderbolt Hangar and east of the Tower. The parking pads are marked with a "B" and number indicating the parking number of Blue 1, 2, 3, etc. This parking area is reserved for aircraft for tenant ARAC units. Parking spot B1 is reserved for tenant BE20 parking.

(e) Yellow Ramp – This area has 15 concrete parking pads with tie-downs and electrical grounding points. It is located north of Blue Ramp and east of Taxiway D. The parking pads are marked with a "Y" and number indicating the parking number of Yellow 1, 2, 3, etc. This parking area is reserved for aircraft for tenant ARAC rotary wing units. In addition, aircraft in Yellow parking spots 10-15 must be towed into and out of position.

(f) Green Ramp – This area has 6 concrete parking pads with tie-downs and electrical grounding points. This parking area is normally for transient rotary wing aircraft use. It is located north of Yellow Ramp and east of Taxiway D.

(g) Keyholes – This area has 15 concrete parking pads with tie-downs and electrical grounding points. It is located north of the Tower between Midfield Area and Taxiway D. This parking area is reserved for aircraft for tenant ARAC rotary wing units.

(h) Heavy Parking – “Large” and “Heavy” aircraft shall park on the western-most edge of Red Ramp between Taxiway A and Taxiway B on the concrete portion of the apron. No tie-downs are available but it does have grounding points. Other authorized parking areas include: Taxiway A, Taxiway B, Taxiway C (west of RWY 18), and Taxiway F (west of RWY 18) and all require approval from Airfield Operations.

i. Services Available.

(1) Fuel Services. Fuel services are provided through contract by contractor. Fuel services are available Monday- Saturday from 0700-2300L, (Closed on Sunday and Federal Holidays). Tower will coordinate aircraft fuel requests through Airfield Operations. Fuel will be contacted through the LMR radio as “Unit 2”. Aircraft must be shut down and ready to receive fuel no later than 2245L unless prior coordinated.

(a) Refuel Operations. Refuel operations can be completed at all parking areas with electrical grounding points.

(b) Defuel Operations. Defuel operations can be completed on Red Ramp at the southern-most edge (area not visible from the Tower) and Yellow Ramp, Pad 14. A fire truck will be present during defuel operations.

(c) Hot Refueling is not available.

(2) Aircraft Shelter. Hangar space is limited and subject to a first-come, first-serve basis with prior coordination with Airfield Operations.

(3) Wash Racks. Two wash racks are located on the Blue Ramp. One is located just east of Thunderbolt Hangar and the other is located just west of Murphy Hangar.

j. Movement Area:

(1) Movement areas are those in which communication with the Air Traffic Control Tower is required. All runways, taxiways, Red Ramp and VIP Ramp are considered airfield movement areas to include all sod areas on Godman Army Airfield (GAAF).

(2) Non-Movement Area Descriptions: Non-movement areas are those areas in which communication with the Air Traffic Control Tower is not required.

(a) Non-movement areas for GAAF are: Blue, Yellow, Green ramps, the Keyholes, and “D” Taxiway from Blue Ramp to movement line just north of Green ramp. Aircraft west and south of the “double yellow” line in front of the hangers MUST be towed for wing tip clearance.

(b) The airfield perimeter road, closed taxiways west of Runway 15/33 are non-movement areas and have no requirement to contact Tower or Airfield Operations. Aircraft on any closed portions of the airfield will be at the pilot's discretion. Closed paved portions on runway and taxiway will be marked with an X.

k. Pedestrians and Ground Vehicles.

(1) Unless specifically authorized by the Airfield Manager or Airfield Operations, no vehicles shall have access to the movement areas (runways, taxiways and lettered sods) or clear zones. All vehicles entering these areas shall have a safety briefing and may be equipped with a beacon light.

(2) Excluding emergency response vehicles, no ground vehicles are authorized on runways when Airfield Operations or Tower are both closed.

(3) Any vehicle authorized to operate on the airfield runways, taxiways, or safety areas shall be equipped with a radio capable of communicating with the Tower or Airfield Operations. Any vehicle not equipped with a radio shall be escorted by an airfield vehicle capable of communicating with Tower or Airfield Operations. Prior to entering onto any movement area the vehicle operator shall notify Tower or Airfield Operations of his/her destination and purpose. Upon clearing the movement areas he/she shall also notify Tower or Airfield Operations that they are off the movement area. The words "clear" and "clearance" are not to be used for ground vehicle operations.

(4) All other support vehicles having authorized access to the airfield shall confine operations to specific areas of business as designated by the Airfield Operations Officer.

(5) Should an incident or accident occur on the movement area or in the safety areas between an aircraft and ground vehicle, or two ground vehicles, the Airfield Safety Officer will investigate and compile an accident report. These records will be available for 12 consecutive calendar months after the date of the accident.

(6) Flightline Drivers Training Program is managed by Airfield Operations. Any person having unescorted access to the movement area must undergo initial training in airfield familiarization, the meaning of signs, markings and lighting, and the consequences of non-compliance. Additionally each person will be required to take a written exam in these areas and score a minimum of 70%. Licenses are renewed every four (4) years.

(7) Aircraft Towing Procedures.

(a) Prior to towing any aircraft, tow vehicles will obtain a hand held (LMR) radio from Airfield Operations or ASF Flight Operations. C-12 maintenance personnel MUST request permission via LMR radio to tow aircraft into or out of the hangar.

(b) Tow personnel will contact Godman Tower/Ground or Airfield Operations when Tower closed for permission to commence tow. Personnel will relay the tow start and end point.

(c) Tow personnel will advised Godman Tower/Ground or Airfield Operations when tow operation is complete.

(d) Return hand held radio to Airfield Operations.

l. Airport Boundaries.

(1) The airfield boundary is marked by a perimeter fence which borders Perimeter Road and Park Road. This fence surrounds all other areas considered part of Godman Army Airfield property.

(2) The inner perimeter fence is used for an added layer of security around the hangars and aircraft movement areas. The airport proper is contained within the inner perimeter fence. This fence surrounds all airport movement and non-movement areas as well as all airfield hangars.

3-2. Procedures for protecting Precision Approach Critical Areas.

ILS Critical Area hold lines are on Taxiway A. Marked as a standard Hold Short Marking. ILS Reflective area runs parallel on the west side of runway 18, 400ft from rwy center line, from the Glide Slope shelter to perimeter rd.

a. No aircraft, vehicle, or personnel shall be allowed in, or be allowed to enter into the ILS critical area when an ILS approach is in progress. Vehicles accessing Perimeter Road will be issued a handheld LMR to facilitate communications with Tower or Airfield Operations.

b. All aircraft, vehicles and personnel will stop at the appropriate ILS Category instrument hold lines/signs and contact Tower for permission to enter.

3-3. Very High Frequency Omnidirectional Range Receiver Checkpoints.

The Very High Frequency Omnidirectional Range (VOR) receiver checkpoint is located 9.2 DME on the FTK VOR radial 270° at 2000ft MSL. This location is marked by a 298ft. antenna.

3-4. Airport/Heliport Obstructions.

OBSTRUCTION	BLDG #	DISTANCE	HEIGHT	BEARING
Godman Tower	5225	0.0 SM	850ft. MSL	
Water Tower 1	2797	1.4 SM	870ft. MSL	NE
Water Tower 2	2911	0.9 SM	860ft. MSL	ENE
Health Clinic		1.5 SM	860ft. MSL	E
Water Tower 3	7100	2.3 SM	820ft. MSL	E
MP Station Antenna		1.5 SM	870ft. MSL	SE
Water Tower 4 &5	1191/1190	1.2 SM	850ft. MSL	SE
Water Tower 6	7561	2.1 SM	820ft. MSL	ESE
Snow Mountain		1.9 SM	902ft. MSL	W
Snow Mountain Antenna		1.9 SM	1052ft. MSL	W
Water Tower 7	4773	1.4 SM	890ft. MSL	SSW
Water Tower 8	5899	1.3 SM	890ft. MSL	W

A copy of this chart is available in Appendix A, A-1.

3-5. VFR Reporting Points.

REPORTING POINT	ACP	DIRECTION/ BEARING	DISTANCE
Whiskey (Flaherty)	1	SW	7 SM
Otter Creek Airstrip	2	SW	3 SM
Brave Rifles/Wilson Rd	3	NE	2 SM
Compressor	4	NW	3 SM
Wilderness	5	NW	5 SM
West Point Airstrip	6	N	5 SM
West Point	7	N	6 SM
Road in Valley	8	NE	9 SM
MOUT Site/Zussman	9	NE	9 SM
Shepherdsville	10	ENE	13 SM
Beech Grove Rd Int	11	ENE	12 SM
Lebanon Junction	12	E	13 SM
I-65 & 313 Loop	13	SE	14 SM
Hwy 434 & 251 Int	14	SSE	11 SM
Radcliff	15	S	4 SM
Douglas Lake	16	SE	7 SM
Saunders Lake	17	SE	4 SM

Easy Gap (West Egress/Ingress)	18	E	4 SM
Easy Gap (East Ingress/Egress)	19	E	7 SM
Ohio River		N	7 SM
Wilcox		NE	11 SM
Yano Range		ESE	11 SM
Cedar Creek		ESE	9 SM
Vine Grove Airstrip		S	5 SM
Brandenburg		NW	11 SM
Muldraugh		NW	2 SM

A copy of this chart is available in Appendix A, A-2.

3-6. SVFR.

a. Minimums.

(1) Rotary-Wing

	Ceiling	Visibility
Day:	300ft. MSL	½ SM
Night:	500ft. MSL	1 SM

(2) Fixed-Wing

	Ceiling	Visibility
Day:	800ft. MSL	1 ½ SM
Night:	NOT AUTHORIZED	

b. Routes. SVFR aircraft will use the VFR routes.

c. Reporting Points. SVFR aircraft will use the VFR reporting points.

3-7. Local Airport/Heliport Rules and Regulations.

a. Terminal Procedures.

(1) MEDEVAC. MEDEVAC aircraft on a mission are afforded priority handling. Civilian MEDEVACs are authorized to land at the airfield. An approved Civil Aircraft Landing Permit (CALP) on file.

(2) Local Night Vision Systems Procedures. Aided (those with NVD equipment in use) and un-aided aircraft (those without NVD equipment in use) may work in the same traffic pattern.

(3) Very Important Persons (VIP). Aircraft with VIP on board will be handled on a first-come, first-serve basis. Aircraft will load/unload VIP passengers on the VIP ramp.

(4) Aircraft Types and Call Signs.

(a) BE-20, UC-35, SW-4 – JOSAC aircraft use “PAT” call-signs.

(b) H60 (assault) – 8th/229th AVN.

(c) H60 (medevac) – 5st/159th AVN

(d) Maintenance – Locally generated call-signs are attached to individual test pilots from the tenant units. These call-signs are subject to change as personnel changes occur.

b. Hazardous Cargo. Godman Airfield is NOT capable of loading or unloading explosive or hazardous materials.

c. Restricted Aircraft Movement. The areas restricted to aircraft movement are covered within this chapter in the following sections: 3-1. e. (2), 3-1.g, 3-1.h.(3).

d. Airfield Security.

(1) Access. The airfield is accessible through two remotely monitored electric gates. The outer perimeter gate may remain open at the discretion of Airfield Manager. Airfield Operations is responsible for controlling access to the airfield inner perimeter gates.

(2) Security cameras are located on Airfield Operations hangar, Tower, and access gates. The flood lights should remain “ON” at all times, unless it is a hazard for aircraft operations i.e. NVD training on ramps or requested by pilot.

e. Launch and Recovery Procedures.

(1) In the event of inclement weather (IFR), or when weather advisory/warnings are issued, immediately inform all aircraft operating within the Class D and surrounding training areas.

(2) When Tower is closed, Airfield Operations will notify aircraft within the Class E airspace.

f. Autorotation.

(1) Procedures. Auto-rotations are flown at altitudes that may differ from the established traffic pattern altitudes and are subject to controller approval. This

procedure is practiced by rotary-wing aircraft. Tower will approve requests for auto-rotations based upon the following criteria:

(a) The procedure will be flown during VFR conditions.

(b) The procedure will not risk the safety of other aircraft operations.

(2) Areas. Runway surfaces only.

3-8. Aircraft Operations.

a. Scheduled Air Carriers. There are no scheduled air carrier operations at Godman AAF.

b. Nonscheduled Operations. Nonscheduled operations are seldom accommodated at Godman AAF. The Airfield calendar and management personnel will coordinate coverage for nonscheduled missions.

c. Military Operations. Godman AAF hosts a variety of military operations. Military operations include but are not limited to locally based aircraft training flights, maintenance test flights, IFR arrivals/departures, assault zone training, transitions, parachute operations, low-level flight routes, and night vision operations, etc. All military operations are subject to approval from Airfield Operations IAW local Prior Permission Requirements (PPR) guidelines. Transient aircraft without a PPR may be allowed to land on a case-by-case basis. When Airfield Operations is closed, the Tower will obtain a unit POC and pass that information on to Airfield Management.

d. General Aviation Operations. General Aviation aircraft routinely transition through the Godman surface area. Tower may authorize these aircraft to execute multiple practice approaches terminating in a low approach only. General Aviation aircraft having a PPR number (prior permission required) are authorized to land. General Aviation Operations are limited to approval from Airfield Operations IAW local PPR guidelines. General aviation aircraft are limited to low approaches, without a valid PPR, when conducting approaches to the runways.

e. Aero Club Operations. N/A

f. Unmanned Aircraft Systems (UAS) Procedures.

Refer to AR 95-23, Ft Knox Reg 95-23 for more information. For operations at GAAF unit will need to obtain applicable Certificate of Authorization.

3-9. Slope Operations.

Authorized areas for Slope Operations are: H Sod, I Sod, J Sod and G Sod. Aircraft must remain in contact with Tower when open. Aircraft will monitor and make CTAF calls when Tower is closed.

3-10. External Load Operations.

a. All services conducting external load operations at Godman Airfield and Fort Knox will follow policies, directives, restrictions, and SOPs, as appropriate, for their service and command. Sling load and hoist operations should be coordinated with Airfield Operations Officer prior to operations.

b. Sling Load Operations:

(1) Sling load training flights in the Godman Airfield traffic pattern are prohibited.

(2) Sling load arrival and departure corridor will be flown from I Sod to ACP 4. This corridor will be flown to avoid over flight of residential areas and allow for movement to ACP 2 or ACP 6, including use of NOE Green Route.

(3) Sling load training can be conducted in approved range areas. Movement of Sling Load aircraft from Godman Airfield into R3704 will use ACP 6 to ACP 7 entry point, further movement instructions will be received on the FK Form 8175. See paragraph 2-10 for FK Form 8175 instructions.

c. Hoist Operations:

(1) Hoist operations at Godman Airfield should be primarily within J Sod. Other sods maybe used, upon request.

(2) Hoist training can be conducted in approved range areas. See paragraph 2-10 for FK Form 8175 instructions.

3-11. High Hover Operations.

High Hover Operations are normally conducted on Foxtrot Taxiway, lettered sods, or Runway 15/33. Aircraft will monitor and make CTAF calls when Tower is closed.

3-12. Para-Drop Operations.

a. Drop Zones. Godman AAF has two Drop Zones (DZ), Roszov and Zoomer (circular). These DZ's are for personnel (Static Line and Free Fall) and SATB drops only. Coordination must be made through the Airfield Operations Officer for all Airborne Operations two weeks in advance of the operation. Flight Track into the DZ's are north to south

(1) The Tower MUST be open for any type of airborne operation. Time on Target (TOT) must be scheduled for 30 minutes after the tower opens to 30 minutes before the tower closes. This gives the tower time to make coordination with other facilities.

(2) The DZSO/DZST must check in with Airfield Operations located in Bldg 5220. Airfield Operations will issue the LMR radios and give any additional instructions. Once the DZST is set up in the DZ, the DZSO must call the Tower via LMR radio and request to open the DZ no earlier than 10 minutes prior to scheduled TOT. Once the DZ is open, the DZSO is responsible for the DZ.

(3) After all jumpers are assembled in the DZ sod, all chutes are accounted for, and all runways are clear; Jumpers WILL NOT move off the DZ to aircraft parking areas/hangers. ALL jumpers will assemble in the DZ sod or assigned assembly area within the DZ. The DZSO will return the DZ control back to the Tower. (DZ is now closed). Once the DZ is closed, ALL movements to or from the DZ will be coordinated through the Tower. The unit MUST call the tower for clearance to move from the DZ to exit the airfield.

(4) No aircraft (including the jump aircraft) will be allowed to land or depart any runway that is part of the DZ while the DZ is open (under DZSO control). If a jumper lands outside of the DZ, coordination will be made through the Tower to recover that jumper, if necessary. Tower will advise all aircraft on the situation and take corrective action.

(5) After completion of the operation, the DZSO/DZST will close the DZ. Conduct a police call and account for all equipment. If any equipment is not accounted for, the DZ team will notify Airfield Operations when clearing the DZ of the items missing and notify Airfield Operations of any known damage to Airfield equipment. The following day the unit will return to locate the missing equipment.

(6) All vehicles with the DZ team will remain on either hard surfaces or the un-improved roads. No vehicle traffic may operate on any grass areas.

b. ROSZOV DZ: Location: The DZ is 1000’ x 1000’ FT. The eastern edge is parallel to RWY 18/36 and extends from Taxiway Bravo to the approach end of RWY 18. The western boundary contains RWY 15/33. The northern boundary begins at Perimeter Road and the southern boundary begins at Taxiway Bravo. See Roszov and Zoomer Drop Zone diagram in Appendix A. See FK 95-1, Chapter 3 for more information.

(1) Use: The DZ is used for static-line parachute operations.

(2) Procedures: Use of the DZ requires prior coordination with Airfield Operations and Tower. Drops will not be authorized if a DZ commander is not on location. The DZ will be protected by the Tower when jump operations are in progress. During static-line jumps (low altitude) non-participating aircraft, personnel, equipment, and vehicles

SHALL REMAIN CLEAR OF THE DZ BOUNDARY. The Tower should post a message on the ATIS informing all aircraft of the parachute operations and applicable times.

(3) Drop Zone operations will be conducted IAW FAA JO 7110.65, Godman AAF AOM, and FTK Tower/123rd AW LOA.

c. ZOOMER DZ: Location: The DZ has a circular shape with a 1620 ft. radius. The center (PI) is located 286 ft. from the Taxiway C-West/RWY 15 intersection at 100º. See Roszov and Zoomer Drop Zone diagram in Appendix A. See FK 95-1, Chapter 3 for more information.

(1) Use: The DZ is used to conduct equipment and HALO (High Altitude Low Opening) parachute operations and sandbag drops.

(2) Procedures (VFR): All non-participating aircraft, personnel, equipment, and vehicles SHALL REMAIN CLEAR OF THE DZ BOUNDARY. Operations on RWY 18 and RWY 15 are prohibited. Operations on the approach end numbers RWY 36 and RWY 33 are authorized.

d. Procedures (IFR): DZ MUST BE CLEAR IN ADDITION TO: no vehicle/mower/aircraft operations west of RWY 18/36, on Key Hole Ramp, or A/B/C taxiways. Weather minimums for IFR drops are 300' – ½ mile.

3-13. FARP

Units may request to set up a FARP on the airfield. Request should be made at least three (3) working days in advance. The primary FARP location will be Taxiway D north of Taxiway F in the sod area to the east. During FARP operations, the taxiway will be used to conduct refueling operations and a NOTAM will be issued for non-participating aircraft to remain clear of Taxiway D. The secondary location will be west of RWY 15, in the J Sod area.

Note: This is a movement area under control of the Tower, when open.

3-14. Unauthorized Personnel and Vehicles.

a. Reporting. Report the sighting of any and all unauthorized personnel or vehicles to Airfield Operations immediately. Airfield Operations is responsible for the security on the airfield. Airfield Operations will approach the unauthorized personnel/vehicle and escort them off the movement area. Collect information i.e. Who, Why, Where. IF at any time Airfield Operations Personnel feel threatened call the DES immediately.

b. Recording Incidents. All incidents involving unauthorized personnel or vehicles shall be annotated on the DA Form 1594 and DA Form 2696, as applicable.

Chapter 4- Local Area

4-1. Class 'C' Airspace (Radar). N/A

4-2. Class 'D/E/G' Airspace.

a. Dimensions and description. Class D airspace is active when the Tower is open.

(1) Class D airspace extends 3.9 NM radius from the center of the airfield and from surface to 3,300ft MSL. The eastern boundary ends at the R3704 boundary when the R3704 airspace is activated.

(2) Class E Surface is the same dimensions are Class D but only active when the Tower is closed but Airfield Operations is open.

(3) Fort Knox Class G airspace is from the surface to 700' AGL and Class E is in effect above 700' AGL. Class G airspace is in effect when both Tower and Airfield Operations are closed. Aircraft will operate on CTAF.

A copy of the Airspace Diagram is available in Appendix A, A-5.

b. Adjacent Class 'B/C/D/E' airspace.

(1) Louisville International Airport (SDF) – Class C, 22 NM northeast of Godman Airfield.

(2) Elizabethtown Airport (EKX) – Class E, 14 NM south of Godman.

4-3. Surface Area.

a. Boundaries. Godman surface area is described in paragraph 4-2 above.

b. Users. The Department of the Army Reserve units of 8/229th ARB, 5/159th Medevac, and 6/52nd are the tenant units for the airfield and the primary users. Additionally, DOD, Federal, State, and Foreign aviation agencies frequently use GAAF for staging and airfield services during training exercises. Local civilian medevac and transitioning civilian aircraft are authorized users as well.

4-4. Navigational Aids.

Type	Location	Identification/Frequency	Airway
VOR/DME	Center Field	FTK 109.6	None
ILS - Glideslope - Localizer		FTK 108.95	None
VOR	13NM W	MYS 108.2	V49
VOR/DME	22NM SE	EWO 110.8	V5-513/V171-178

VORTAC	22NM NE	IIU 114.8	V4/V512/V51/V5-513/V512/V171/V310/V53
VOR/DME	19NM NE	BQM 112.2	None
NDB	24NM SE	BRY 248 kHz	None

This chart is available in Appendix A, A-3.

4-5. Prominent Objects and Obstructions.

Object/obstruction	Bearing	Height (MSL)	Distance (SM)
ATC Tower	On the field	850’	
Water Tower 1 (Bldg 2797)	NE	870’	1 2/5
Water Tower 2 (Bldg 2911)	ENE	860’	1 3/16
Water Tower 3 (Bldg 7100)	E	870’	2 3/10
Health Clinic	E	860’	1 1/2
MP Station Antenna	SE	870’	1 1/2
Water Towers 4&5 (Bldg 1191/1190)	SE	850’	1 1/5
Water Tower 6 (Bldg 7561)	ESE	820’	2 1/10
WSAC Antenna	S	1020’	4
Water Tower 7 (Bldg 4773)	SSW	890’	1 2/5
Snow Mountain	W	1040’	1 9/10
Snow Mountain Antenna	W	1190’	1 9/10
Water Tower 8 (Bldg 5899)	W	890’	1 1/5

This chart is available in Appendix A, A-1.

4-6. Special Use Airspace, R3704 A & B.

a. Location.

(1) Boundaries. R3704 is located east of Godman AAF. Its boundaries are contained within I-65 to the east, HWY 31W to the west, HWY KY434 to the south, and HWY KY44 to the north. A copy of the R3704 diagram is available in Appendix A, A-9.

(2) Altitudes.

(a) R3704A: Surface up to 9,999ft MSL

(b) R3704B: 10,000ft MSL up to 20,000ft MSL

(3) Times. R3704 A & B have the potential to be active 24 hours a day. Range Control opens and closes each area as needed.

(4) Controlling Agency.

(a) R3704A: Louisville Approach Control is the controlling agency up to 9,999ft MSL.

(b) R3704B: Indianapolis ARTCC is the controlling agency for 10,000ft MSL up to 20,000ft MSL.

b. Use. R3704 is primarily used for military weapons training. Various types of small arms fire, surface-to-air anti-aircraft fire, and air-to-ground fire may be used on a daily basis.

c. Nap-of-the-Earth (NOE). The following NOE routes are used within the local area: Green, Brown, and Blue. Green route is the only route within the Class D surface area and is controlled by Godman Tower. Brown and Blue routes are within R3704 and are managed by Range Control. Green route is located west of Godman AAF and runs from ACP 2 to near ACP 6 only. Brown route is located east of Godman AAF and runs from ACP 16 to ACP 7. Blue route is located on the east side of R3704 from and runs from near ACP 10 to near ACP 13.

Note: NOE Route map can be found in Appendix A, A-8. For detailed route information, refer to Fort Knox Regulation 95-1, Appendix G.

d. Airstrips.

(1) Cedar Creek: 10SM SE of Godman AAF, in R3704. It is primarily used by military rotary-wing aircraft and UAS. Aircraft operating at Cedar Creek must have prior approval from Range Control and establish communications prior to entry.

(2) Chappel Ridge: 9.5SM NE of Godman AAF, in R3704. It is primarily used by military rotary-wing aircraft and UAS. Aircraft operating at Chappel Ridge must have prior approval from Range Control and establish communications prior to entry.

(3) Otter Creek (ACP 2): 3SM SW of Godman AAF. Otter Creek is primarily used by military rotary-wing aircraft.

(4) West Point (ACP 6): 5SM N of Godman AAF. West Point is primarily used by military rotary-wing aircraft.

(5) Vine Grove: 5SM S of Godman AAF. Vine Grove is primarily used by general aviation aircraft.

e. Noise Abatement.

(1) All aircraft operating within Godman local flying area are required to fly above 500ft. AGL when over the Fort Knox cantonment area and all civilian communities/residencies.

(2) Traffic Patterns. The standard traffic pattern for runways 15/33 and 18/36 is to the west of the airfield. The cross-wind and base legs should be extended to avoid direct over flight of Fort Knox housing areas while on the downwind. East traffic patterns should be minimized as much as possible to avoid over flight of the Fort Knox cantonment area.

(3) Refer to Fort Knox Regulation 95-1 for additional information on noise areas.

4-7. VFR Training Areas.

a. North. North training area is primarily used for rotary wing terrain flight and UAS training and includes part of Brown Route. This training area is located across the northern portion of R3704.

b. South. South training area is primarily used for rotary wing terrain flight and UAS training and includes part of Brown Route. This training area is located across the southern portion of R3704.

c. Central. Central training area is primarily used for rotary wing terrain flight and as an inbound/outbound area for UAS flights that originate at Godman AAF. This training area includes part of Brown Route.

d. West. West training area is primarily used for rotary wing terrain flight and includes Green Route. This training area is located to the west and north of Godman AAF.

e. Rotary-wing Maintenance Test Flight Area (TFA). The rotary-wing TFA area is divided into north and south, with the line dividing the area running approximately due west from Godman AAF to the Ohio River near Cloverport.

Note: A copy of this map is available in Appendix A, A-8.

4-8. Adjacent Airports/Heliports

a. Elizabethtown Airport (Addington Field, EKX). 14SM South of Godman AAF.

b. Louisville International Airport (Standiford Field, SDF). 22SM North-East of Godman AAF.

c. Bowman Field (LOU). 25SM North-East of Godman AAF.

Chapter 5 – Emergency Equipment and Notification Procedures

5-1. Available Equipment.

a. Aircraft Rescue and Firefighting Equipment and Agents.

(1) Fire Station 3 (at the airfield, Bldg 5223) is the primary crash/fire/rescue service providers. One (1) STRIKER crash vehicle, one (1) TITAN crash vehicle, one (1) E-One pumper truck and one (1) International tanker truck are stationed at the airfield and have direct access to the ramp areas, taxiways, and runways. This station is in a quick response readiness status at all times. Fire Station 3 has access to the PCAS.

(2) Fire Station 1(off the airfield, Bldg 469) is located on Fort Knox and provides secondary fire/rescue services in support of Fire Station 3. Fire Station 1 has one (1) PUMPER vehicle, one (1) HEAVY RESCUE vehicle and one (1) HAZMAT vehicle. This station has access to the PCAS through the 911 center and will respond in the event of an emergency.

(3) Fire Station 2 (off the airfield, Bldg 1609) is located on Fort Knox and provides support services to Fire Stations 3 and 1. This station has one (1) LADDER (AERIAL) truck, and two (2) BRUSH trucks. Fire Station 2 is on stand-by and will not respond to an airfield emergency unless dispatched by Fire Stations 3 or 1.

(4) Crash Standby Points – all Fire and Emergency Services vehicles will report IAW with Fire SOP and as directed by Tower personnel.

(5) Ambulances and paramedic services are available from Ireland Army Health Clinic.

(6) Index Determination - GAAF is an Index A airport.

b. Rescue Equipment.

(1) Helicopter. Fort Knox receives air ambulance services from Air Methods Kentucky, a civilian contracted air ambulance company. Notification procedures for air ambulance services are outlined in the Godman AAF Aviation Pre-Accident Plan (4 Oct 2018). In the event of an emergency, activate the Aviation Pre-Accident Plan. If requested by Incident Commander or Medical Authority call Air Methods Kentucky, 1-888-729-9111/1-800-678-9811. Airport/Helipad. Godman Airfield is the only approved instrument landing facility on Fort Knox.

(2) Other. The 911 Center is notified by the PCAS and will coordinate the response in the event of an emergency.

c. Reduced Fire and Crash Rescue Response Capability.

(1) Fire Fighting Operation Requirements will be present at de-fuel operations.

(2) Fire Department will contact Tower and Airfield Operations anytime Aircraft Crash Fire & Rescue equipment departs the airfield

5-2. Activation of Primary and Secondary Crash Alarm Systems.

a. Emergency Crash Phones

(1) Primary Crash Alarm System (PCAS)

(a) The Primary Crash Alarm is activated by Tower personnel. This alerts (3) locations: Fire Station 3, 911 Center, and Airfield Operations.

(b) Incoming calls shall be received in Airfield Operations on the Primary Crash Alarm phone (RED phone) located on top of console labeled Primary Crash.

(2) Secondary Crash Alarm System (SCAS)

(a) The Secondary Crash Alarm is activated by Airfield Operations using the TAN phone marked Secondary Crash and located on top of the console. This alerts four (4) locations: Weather Station, IOC, Chief Airfield Division and U.S. Bullion Deposit.

(b) After Tower activates the PCAS, Airfield Operations or Tower will immediately activate the SCAS, giving specific instructions to each activity or advising them to act IAW their SOP.

b. Notification Procedures for Actual/Exercise/Off Post Emergency

(1) In addition to those notified on the SCAS, the following shall by notify:

(a) Airfield Operations Officer

(b) Safety Officer

(c) Unit Operations of Aircraft assignment

(d) DPTMS, if directed by Airfield Operations officer.

(2) Carry out other duties as outlined in the Aviation Pre-Accident Plan and/or Airfield Emergency Plan, regulations, directives and SOP.

(3) Log all actions on DA Form 1594 (Daily Staff Journal).

c. Crash Phone Checks

(1) The PCAS will be checked daily NLT 0830L. Tower normally conducts the PCAS check; however, if Tower is closed, Airfield Operations will conduct PCAS check. If Tower opens after 0830L, a PCAS check will be conducted during opening procedures.

(2) The SCAS will be checked daily immediately following the PCAS check. Airfield Operations normally conducts the SCAS check. Tower will conduct an additional SCAS check when Airfield Operations closes.

(3) Airfield Operations will record SCAS/PCAS completed checks in the Daily Checks spreadsheet and DA Form 1594.

(4) In the event some stations do not answer, Airfield Operations shall contact by regular phone and then attempt another check on the appropriate crash phone.

(5) For outages, Airfield Operations will notify ATC Maintenance for initial troubleshooting. NEC telephone maintenance is responsible for any outages not resolved by ATC Maintenance.

Chapter 6 – Ops Specific

6-1. Notice to Airmen.

a. Responsible Agency. Airfield Operations is responsible for issuing and disseminating Notice to Airmen (NOTAMs) relevant to the airfield and airspace. Airfield Operations is responsible for determining whether an outage meets NOTAM criteria requiring other than local dissemination. Flight Service and Indianapolis Center may issue NOTAMs for Godman as well. The Department of Defense Aeronautical Information Portal (DAIP) can be viewed at https://www.daip.jcs.mil/daip/

b. Notice to Airmen (NOTAM) Procedures. Airfield Operations is the primary NOTAM dissemination facility. NOTAMs shall be processed IAW AR 95-10 and using the NOTAM Manager Users Guide.

(1) NOTAM Categories used by Airfield Operations

(a) Military (M series) – relay information critical for safety of flight such as runway closures and NAVAID outages and changes.

(b) Local (L series) – non-critical related information that would not impede safety of flight.

*Note: A*lways check Q-code section of AR 95-10 and the NOTAM website. If there is a Q-code the information should be sent as a Military NOTAM.

(2) Notification - Notify Godman Tower with all NOTAMs immediately or upon opening. Also contact SDF of all “M series” NOTAMs issued, revised or canceled within the Class D and Class E airspace.

(3) Guarding – Guarding is used to provide coverage for NOTAM issuing during local outages. Guarding will only be accomplished with a signed Letter of Agreement. See the LOA book for current guarding agreements. The agreement will be recipricol and Godman will provide the same coverage during an outage at that location.

c. Equipment Outages Requiring a NOTAM.

(1) Lighting Facilities. Appendix G also covers lighting outages.

(2) Communication Outages. When the outage occurs on a UHF or VHF frequency that does not have a backup capability, or both primary and back up frequencies are out.

(3) NAVAID Outages.

(4) Navigation Warnings and Airspace Restrictions. If activity is extensive, a restriction is needed, and the activity is within the control zone; a NOTAM shall be issued. This is used for parachute drops, as an example.

(5) Movement and Landing Areas that Prohibit Operations.

(6) Compulsory Reporting Points. As depicted on instrument approach procedures.

(7) Airfield Operations shall issue a NOTAM, should any condition exist which may affect the safe operation of aircraft. These conditions shall include, but are not be limited to the following:

(a) Construction activities on any areas used by aircraft.

(b) Surface irregularities on any surface used by aircraft.

(c) Snow, ice, slush or water on any surface used by aircraft.

(d) Snow piles or drifts near any runway or taxiway.

(e) Objects on any movement area.

(f) Lighting system malfunction or complete outage.

(g) Unresolved wildlife hazards.

(h) Non-availability of ARFF equipment.

(i) Any other condition which may adversely affect safe airfield operations.

d. Equipment Outages Not Requiring a NOTAM.

(1) Partial failures do not require a NOTAM unless it is determined that the partial failure of a lighting system will adversely affect flight safety.

(2) The following types of lighting facility failures are NOT appropriate military NOTAM material: obstruction and obstacle lights, irregular operation of part of a lighting system, taxiway and parking lights.

(3) The voice feature of a NAVAID is NOT appropriate NOTAM material.

(4) The following types of surface conditions are NOT appropriate NOTAM material: bird activity, and runway markings.

6-2. Overdue Aircraft

Upon receiving information of an overdue aircraft, make every effort to locate the aircraft by the following:

a. Initiating a ramp search.

b. If the ramp search is negative then initiate a communications search by calling the following:

(1) Last reported station before FTK.

(2) Aircrew Ops.

(3) POC on the PPR list.

c. If communications search fail to locate aircraft, notify Washington HUB @ 703-724-4288/4338/4350/4225. Take other actions as required IAW FAA JO 7110.10 Search and Rescue procedures.

6-3. Procedures for Suspending/Resuming Operations; Opening and Closing the Runway

a. Suspending Runway Operations
Runway operations may be suspended at the discretion of Airfield Manager, Airfield Safety Officer, Airfield Operations Officer or Tower Chief when unsafe conditions are observed.

(1) For an in-flight emergency, runway operations are automatically suspended on the affected runway after the emergency aircraft has landed, and remain suspended until Airfield Operations has inspected the runway and informs Tower that runway operations may resume.

(2) When runway operations are suspended, all vehicles shall continue to obtain clearance from the control Tower prior to entering or crossing the runway.

(3) Airfield Operations must temporarily suspend/close runway operations when any unsafe condition affects runway operations.

b. Procedures for Opening and Closing the Runway**.** The Airfield Manager or designee is the approving authority for opening/closing the runway.

(1) Closing a runway: Send NOTAM (if appropriate) anytime the runway will be unusable for an extended period of time (i.e. construction, snow removal, hazardous

weather conditions, damage to landing surfaces, etc.). Notify Tower, 229th, 159th, 6-52nd, visiting units and Standiford Approach.

(2) Opening a runway: The closed runway will only be opened after a runway inspection by Airfield Operations to ensure that it is clear of all obstructions (aircraft, vehicle, debris, etc.). Cancel any issued NOTAMS and notify all agencies listed in previous paragraph.

6-4. Airfield Operations Board (AOB)

Provides a forum for discussing, updating, and tracking airfield activities and to resolve outstanding issues at the appropriate level of authority. The AOB will convene at least once per quarter, preferably during the 2nd month of the quarter.

a. Membership.

Garrison Commander or Deputy Garrison Commander – Chairperson	DPTMS Director
Fire and Emergency Services representative	Physical Security representative
Antiterrorism representative	Airfield Manager
Airfield Safety Officer	ATC representative
ATC maintenance representative	Air Traffic and Airspace (AT&A)
Garrison DPW representative (environmental, pavement engineer and community planner).	

b. Other Highly Recommended Attendees:

Garrison CSM	ARAC standardization and safety
Range operations division representative	Representation from each flying organization
Weather representative	FAA representative
Garrison safety representative	

c. Procedures. Agenda items will presented IAW IMCOM Supplement 1 to AR 95-2.

d. Responsibilities. Airfield designee will distribute meeting minutes within 20 workdays.

6-5. Prior Permission Required (PPR) Procedures

a. Prior permission is required for all aircraft not assigned to Godman Army Airfield. All PPR requests will be entered into the PPR spreadsheet, including PPRs scheduled when Airfield Services are closed (Tower and/or Operations).

b. Ensure all information is updated, if there is a change.

c. VIPs will be annotated by DP (deplaning) or AP (enplaning) along with code and last name if available.

d. Annotate Y (yes) or N (no) in Fuel and NVD.

e. B Co 6-52nd AVN will provide a schedule on Friday for the next week's flights. Enter the data that has confirmed arrival/departure times into the PPR spreadsheet for tracking.

f. IOC PPR slide – Enter the next day's PPRs into the slide and the days when Airfield Operations is closed. Every ATA should have an email group for PPRs. The slide will be emailed to the group prior to the end of shift. An example of how to complete the slide information can be found in AVN Ops/Joint Folder/PPRs.

g. All times on the PPR spreadsheet and slide will be in local (eastern) time.

h. When a PPR cancellation or change is received, Airfield Operations will change the black font to red and add time of cancellation in remarks. If this is a same day change, then Airfield Operations will notify Tower via the direct line.

6-6. Distinguished Visitor Notification Procedures

Airfield Operations will provide updates, upon request. Appropriate requestors include, but are not limited to, VIP aides, drivers, protocol or other members of the reception party.

6-7. Airfield Snow and Ice Control Plan

a. GAAF has no significant accumulation of snowfall annually. We do have a 10' snow plow for NON-movement areas ONLY!

b. Sidewalks and pedestrian traffic areas around all buildings must be kept free of snow and ice at all times. Tenant occupants are responsible for the areas near their building and work areas. Snow removal should begin after accumulation reaches one half (1/2) inch.

c. IAW AR 95-2 requires, prompt removal of snow, ice, and slush on the movement area, as soon as practical:

(1) Airfield Manager or Airfield Operations Officer will contact the Fort Knox Installation Operations Center (IOC) at 4-2707/5151.

(2) Relay the conditions of the airfield: i.e. snow/ice/slush or a combination thereof. This information is required for DPW to better assess what equipment to dispatch for snow removal.

(3) During non-duty hours allow 2-3 hours from the time that you submit the request for the equipment to arrive at the airfield. Once the equipment arrives at the airfield, allow 3-6 hours (depending on conditions) to get the runway to a condition to allow safe landing/departures.

(4) All equipment operators will report to Airfield Operations, when open, to receive a safety briefing and be issued radios.

(5) The Airfield Operations Officer and Air Traffic Assistant will monitor removal operations and log (on DA Form 1594 Daily Staff Journal) the time the equipment arrived on site, completion time, if chemicals applied to runway and any damages observed to existing lighting equipment.

(6) Snow removal is to be carried out on on the airfield in the following priority:

(a) Tier 1: Crash Fire and Rescue facility and emergency access roads.

(b) Tier 2: Main runway-18/36, Taxiway C, and VIP ramp.

(7) Position snow off the movement area surfaces so all aircraft propellers, engine pods, rotors, and wing tips will clear any snow drift and snow bank as the aircraft's landing gear traverses any portion of the movement area. Snow being removed from the runway and taxiways will be plowed or swept into windrows and left on the pavement within ten (10) feet of the pavement edge. Snow removal personnel are not to leave windrows that block routes from runways to taxiways. The windrows will then be systematically removed into the safety areas beyond the runway lights and signs. This procedure will be in accordance with AC 150/5200-30, Airfield Winter Safety and Operations.

(8) Snow removal agents are to be applied to the Airfield movement areas in accordance with the procedures in AC 150/5200-30, Airfield Winter Safety and Operations. This includes the gradients allowed for sand.

See paragraph F-2 for procedures for determining and reporting Runway Surface Condition (RSC) and Runway Condition Reading (RCR).
See paragraph 6-1 for procedures for issuing NOTAMs for RSC/RCR conditions.

6-9. Airfield Maintenance to Include Sweeper Operations and Grass Mowing Plan

a. Sweeper Operations. During the daily airfield inspection and/or FOD checks, if the ATA notices any area that needs to be swept, the ATA will assess the area. If the area can be swept using the FOD BOSS, the ATA will conduct the sweep and log on the DA

Form 1594. If the FOD BOSS is not adequate, inform the Airfield Operations Officer or Airfield Manager.

b. Grass Mowing Operations. The Grass Cutting contract is under DPW. Grass around buildings, clear zones, critical areas, and A, B, C, D sods will be maintained between 1 1/2 – 3 inches. The remaining airfield grass areas will be maintained between 6 - 12 inches. If Airfield inspection finds issues, the issues will be reported to the Airfield Operations Officer.

6-10. Disaster Relief- Natural Disaster/Severe Weather Plan

See the Quick Reaction Checklist for detailed information during severe weather notification. Natural disasters may result in the closure of the airfield.Godman AAF may serve as a relocation airfield for other locations. Godman AAF does not possess assests that can assist with disaster relief. Units located at Godman AAF may be called to assist. In these cases, Godman AAF will assist the greatest degree possible.

6-11. Public Protection

a. Fencing: The airfield is completely enclosed by 8’chain link security fence. Airfield Operations inspects perimeter fence and gates as a part of the normal daily airfield inspections and checks. Airfield Operations personnel will promptly report any damaged fencing or gates, log on the DA Form 1594, and submit a service order for repair.

b. Perimeter Gates:

(1) Vehicle Access:

(a) The Main Gate is open 24/7 and will only close during elevated Force Protection Measures, or when directed. During times when the Main Gate is closed, it will be necessary for personnel to use assigned gate access cards or receive permission from Airfield Operations personnel to enter the airfield. Gate access cards may be obtained from Airfield Operations 0700-1500 excluding weekends and Federal Holidays.

(b) The airfield is normally accessible through remotely monitored electric gates at building 5220. Limited Access Gates will be closed at all times, except during emergencies or maintenance malfunctions.

(c) The main gate and limited access gates operate on a (safety) hot loop system. The first vehicle entering the gate with an access card or given permission to enter activates the system, which will allow the gates to remain open while a vehicle is in the loop. Personnel authorized to enter the airfield should ensure the gate closes after entry and no unauthorized vehicles follow through the gate.

(2) Access through other perimeter gates may be arranged through Airfield Operations. Airfield Operations controls the keys to all perimeter access gates with a padlock.

(3) Personnel access: Visitors, customers, and transient unit personnel will use walk through gates located at either end of Building 5220 to request entry/access to Building 5220 or the flight line. The gates are monitored by CCTVs and have a call box located near the gates. Personnel will be asked to identify themselves and state the reason for requesting access. Airfield Operations personnel will grant access and provide instructions to assist visitors/customers/transient unit personnel. ASF personnel may program CAC readers to accommodate transient/training unit personnel for a limited time frame. Responsibility for securing assigned work/training areas falls directly on the OIC for the organization/unit.

(4) After hours Airfield Access/DV Arrival and Departure Procedures. Due to manning level in Airfield Operations, vehicle access to the flight-line and VIP ramp for passenger drop-off and pick-up is ONLY accessible during duty hours 0700-1500, Mon-Fri. All other time personnel arriving or departing will use the pedestrian gate and walk to and from the aircraft.

(a) Pick-Up Passengers (Option 1): Driver/Escorts can enter through the pedestrian gate via CAC reader. Walk to the front of hangar one (Bldg. 5220) to the aircraft. Escorts can wait in the lobby for the aircraft to arrive. Once the passengers have all their baggage, escort passengers through the pedestrian gate to their assigned vehicles.

(b) Pick-Up Passengers (Option 2): Drivers/Escorts can pre-stage a vehicle inside the interior fence prior to 1500. Prior to arrival, driver/escorts will enter through the pedestrian gate and move the vehicle into position at the VIP Ramp. Depart the airfield through the vehicle exit gate. The exit gate is on a pressure switch, pull up to the gate and it will open automatically.

(c) Drop-Off Passengers: Drivers/Escort can park in the visitors parking in front of Bldg. 5220. Escort passengers through the pedestrian gate via CAC reader or Gate Access Code. CAC Readers are located next to the southern pedestrian gate of Bldg. 5220.

(d) Exit the Airfield: To exit the pedestrian gate, lift the clear plastic cover, push the button and pull open the gate open.

(e) CAC Access: Commanders/supervisors send a MFR requesting CAC access to the pedestrian gate at Bldg 5220, include name, unit/organization, and contact number. Send to Mr. Rickey D. Webb, rickey.d.webb.civ@mail.mil, 624-5737.

c. Security: The airfield has 24-hour day surveillance via CCTV on the Main Gate (at the bottom of the hill), Limited Access(drive through gates at building 5220, and the

Walk Through gates at building 5220. Cameras are located on building 5220, building 5225 and access gates.

d. Lighting: Floodlighting is installed in appropriate areas and on buildings to prevent unauthorized entry into operational areas, and for public safety during the hours of darkness. The flood lights should remain in the "ON" position at all times, except as necessary for NVD flight or other special operations. All lighting is inspected daily.

e. Firearms: Sworn Peace Officers, Law Enforcement Personnel, and authorized Military personnel are the only individuals allowed to possess firearms on the airfield property.

6-12. Unauthorized Personnel and Vehicles Reporting.

a. Reporting Unauthorized Personnel or Vehicles. The sighting of any and all unauthorized personnel or vehicles should be reported to Airfield Operations immediately. Airfield Operations should respond, if possible. Call the Military Police, if the situation requires elevated assistance. Notify the Airfield Operations Officer, as soon as practical.

b. Recording Incidents. All incidents involving unauthorized personnel or vehicles shall be annotated on DA Form 1594.

6-13. Construction Area Marking

a. The Airfield Operations Officer/Airfield Safety Officer will be responsible for the coordination of construction activities on the airfield. The Airfield Manager will be kept fully briefed on activities affecting aircraft operations. Any time construction is being done on or adjacent to any surfaced areas, the areas shall be clearly marked and/or lighted. Likewise, any unserviceable areas shall be marked and/or lighted and NOTAMs issued as appropriate.

b. The Airfield Operations Officer shall direct the marking and lighting of any construction activities. On contracted work, marking and lighting of construction activities and equipment shall be the responsibility of the contractor as required in the construction specifications. Any piece of construction equipment operating on the airfield shall be equipped with a flashing yellow beacon and/or a checkered flag.

c. When not in use, equipment will be parked at least five hundred (500) feet from the centerline of runways and one hundred and fifty (150) feet for Taxiway centerline. No equipment shall park in the proximity of the ILS Glide Slope, ILS Reflective Area, PAPI, HIRLS, ODALS, and REIL approach lighting system, or runway lighting.

d. Prior to initiation of any construction that may be active in the area of the NAVAIDs, the Airfield Operations Officer shall ensure power supplies are clearly marked and brief the construction superintendent on the their location.

e. Protection of utilities - DPW will be requested to mark their lines so that they may be protected during construction if necessary.

f. Safety plans and construction marking and lighting will be done in accordance with AC 150/5370-2, Operational Safety on Airfields during Construction.

Chapter 7 – Letters, Memoranda, Waivers and Exemptions

7-1. Letters of Agreement/Letters of Procedure.

Letter	Agencies	General Content
Other Agency LOA		
Standford Air Traffic Control Tower (SDF) and Godman AAF LOA.	SDF and Godman Operations	Establishes procedures and defines responsibilities concerning IFR and SVFR procedures for arrival/departure aircraft for Godman AAF.
Paducah and Louisville (P&L) Railroad and Godman AAF LOA.	P&L Railroad and Godman AAF.	Establishes procedures and defines responsibilities concerning communications for operations of P&L as trains cross the RWY 18/36 clear zone.
Local LOA		
Godman Operations and Godman Tower, Operating Procedures LOA.	Godman Operations and Godman Tower.	Establishes procedures for coordination between Godman Operations and Godman Tower.
LOP		
Louisville (SDF) Approach Control and Fort Knox Garrison LOP.	Fort Knox Garrison (Range Control and Godman AAF) and SDF.	Establishes procedures to allow the continuance of routine arrivals and departures from Godman AAF during times when VFR aircraft other than safety, observer or command and control are utilizing R3704.
Indianapolis Air Route Traffic Control Center and Commanding General, US Army Cadet Command, and Fort Knox, KY	Indianapolis Center and Fort Knox Agencies	Establishes procedures for use of R-3704B airspace.

Note: This is a brief overview of the LOA/LOP and it is the responsibility of the trainee to read and memorize the actual letters.

7-2. Other LOA and Memorandums.

Title	General Content
Inclement Weather SOP	Defines procedures during inclement weather and the release of personnel.
FOD Program	Defines procedures used for the FOD program.
Guarding for NOTAM and AISR systems	Defines procedures for AISR or NOTAM systems coverage.
Operations Operating Initials	Establishes Operations operating initials.
Tower Operating Initials	Establishes Tower operating initials.
123rd ALW Drop Zone Procedures	Establishes procedures between 123rd ALW and Godman AAF for use of the airfield drop zones.

Note: This is a brief overview of the memoranda.

7-3. Waivers to Airfield/Airspace Criteria

A copy of airfield/airspace waivers are located in Airfield Managers and Airfield Operations Officers offices.

Title	General Content
Rotating Beacon Location	Beacon is located on top of the Tower.
Runway 15 Lateral Clear Zone	First 1000 ft of Rwy 15, the lateral clear zone does not meet the UFC requirements
Runway 18 Clear Zone	Multiple issues for Runway 18 clear zone. Permanent waiver granted for the railroad tracks in the clear zone. Temporary waiver for the fence and slope of the clear zone.
Runway 36/33 Clear Zone	Multiple issues for the Runway 36/33 clear zone. Slope, fence, park. Waiver working.

7-4. Exemptions to Airfield/Airspace Criteria

Title	General Content
Runway 15/33 Shoulders and Length	Runway 15/33 does not have shoulders and does not meet the length requirements.
Runway 18/36 Shoulders	Runway 18/36 does not have shoulders.
Taxiway B, C, D Shoulders.	Taxiways B, C, and D do not have shoulders.

Chapter 8 – Flight Planning and Filing Procedures

8-1. Flight Plans.

a. Types. Aircraft may file IFR, VFR, and SVFR flight plans.

(1) IFR. Louisville FD provides all IFR clearances for aircraft departing Godman AAF. An IFR clearance is available 30 minutes prior to the estimated time of departure (ETD) and up to 4 hours after the ETD. Airfield Operations or Tower can coordinate to update the ETD in order to prevent the flight plan from timing out.

(2) VFR. There are a few types of VFR flight plans common to Godman AAF.

(a) VFR Local. This flight plan begins and terminates at Godman AAF. Pilots will remain within the 35NM Local Flying Area as described in the Fort Knox Regulation 95-1. Total mission time including ground time may not exceed 12 hours.

(b) VFR Cross-Country. This flight plan is used when the pilots will depart the Local Flying Area.

(c) Maintenance Test Flights (MTF). This flight plan is used by maintenance test pilots and the master flight plans are maintained and on file with Airfield Operations. A maintenance test pilot is authorized to file a MTF via the radio/telephone with Airfield Operations.

(d) IFR Practice Approach under VFR conditions. All practice approaches will be conducted with SDF IAW LOA directives for IFR and practice IFR approaches.

(e) VFR Transition. Military and Civilian aircraft will transition through the Class D airspace. These flight plans will not come from Airfield Operations.

(3) SVFR. Louisville FD provides all SVFR clearances for aircraft operating within the Class D/E surface area, and for arriving/departing aircraft. SVFR operations will be conducted IAW FAA JO 7110.65, Chapter 7.

b. Requirements. All stationed aircraft must file VFR Cross-Country and IFR flight plans through Airfield Operations, when open. Transient aircraft are exempt from filing with Airfield operations during stop-over flights. IAW AR 95-1 and DoD General Planning: “Aircraft will not be flown unless a flight plan (military or civil) has been filed”. Airfield Operations shall receive, review, and process flight plans, ensuring correctness IAW regulations, this document, and directives. Ensure that DD 175-1 (weather briefing) has been completed, if required.

c. Local Filing. ARAC Rotary-Wing aircraft file with ASF Flight Operations for VFR Local flights only. MTF with a valid flight plan on file, may file via radio or telephone.

(1) Military Flights:

(a) Cross-country flights originating at Godman AAF shall file a DD Form 175 with Airfield Operations. Aircrews transiting the Godman AAF may make a change to the flight plan enroute. The Air Traffic Assistant shall relay all required information to the destination airport.

(b) Local flights that depart/arrive KFTK VFR with no enroute stops shall file using DD Form 175 or FK Form 8175.

(c) Large UAS operations and Units operating in the Ranges with a TAC/TOC may use a DD Form 5484. The DD 5484 will be faxed or emailed to Airfield Operations prior to the first flight.

(2) Civilian Flights: Civilian transient pilots will use FAA Form 7233-1. They will be handled the same as a military flight plan.

d. In-Flight Filing. In-flight filing is not authorized. Airfield Operations may assist aircraft with in-flight filing on a case-by-case basis.

e. Action Upon Receipt.

(1) Verify Flight Plan information is complete.

(2) Input information into AISR for IFR and VFR Cross-Country flights.

(3) Annotate flight plan on the Flight Log. Pass all outbound, inbound and local flights to Tower and annotate initials. All times are posted in Zulu (UTC).

1 Cross-Country Section

- VFR Outbound. When an aircraft departs, enter the departure time and tabulate the estimated time of arrival on the flight log and flight plan. Send a departure message to the destination(s) military airfield operations or the tie-in-facility.

- IFR Outbound. Same as previous paragraph.

- Inbound Cross-Country. Inbound messages should be received via the AIS-R website. Post information on the inbound portion of the flight log.

2 Local Section.

3 Records. Maintain Flight Log by keeping times posted of departures and arrivals. Close logs at 1500 LCL. Enter the day's traffic count totals on the bottom of the log and in the computer. File all logs and completed flight plans in cabinet provided.

b. Coordination.

(1) Pass all inbound and outbound information to the Tower. Advise Tower of parking location for transient inbounds and VIP status. Relay all airfield conditions and include personnel and equipment on the field to the Tower. Notify Unit 2 (POL) of all fuel requests.

(2) Transmit flight plan information to the destination Airport/Airfield tie-in facility for all aircraft that have departed on IFR and VFR cross-country flight plan.

(3) Closing procedures: Prior to closure, Airfield Operations shall call Washington Hub (FSS) to relay all active and proposed cross-country traffic including POC/unit contact information. FSS shall assume Search and Rescue responsibilities for this traffic. Prior to closure, Airfield Operations shall call ASF Flight Operations to relay all VFR Cross Country and IFR flight plan information for ARAC rotary wing aircraft including routing and ETA. ASF Flight Operations shall ensure VFR Cross Country and IFR flight plans are closed.

8-2. Flight Plan Services for Departures and Arrivals

a. Airfield Advisory Service. N/A

b. IFR Flight Plans. When the Tower is closed, the ATA will coordinate all IFR flights with Louisville Approach on the direct line.

(1) Departures.

(a) Clearance. Request clearance from Louisville Data. The request will include the aircraft callsign and destination. Relay verbatim to the pilot. Verify that the pilot reads the clearance back verbatim.

(b) Release. When release is requested by the pilot, request a release from Louisville Radar. The request will include the aircraft callsign and departure runway. Relay the release verbatim to the pilot.

(2) Arrivals. Airfield Operations will relay IFR arrivals to Louisville Radar.

Note: See LOA between Godman Operations and Louisville Approach Control for more information.

c. Special VFR (SVFR). Pilots MUST request a Special VFR clearance. Air Traffic Assistants are NOT authorized to ask if the pilot wants one.

(1) State: “FIELD IFR, Read the Weather, and say “REQUEST INTENTIONS”.

(2) Special VFR flights shall be handled as an IFR flight. Aircraft should request a SVFR clearance out of/into the Class 'E' Surface area with a direction of flight. The Air Traffic Assistant will complete departure or arrival actions IAW IFR Flight plans paragraph above.

Note: For departures, Godman Operations will have an additional call to report the aircraft clear of the Class E airspace. (IAW FAA JO7110.10, Chapter 4, Section 5)

8-3. Flight Information Publications (FLIP)

a. Accounts and Procedures for Requesting Changes

The FLIP account custodian is responsible for submitting changes to FLIP products and ensuring sufficient quantities are on hand for flight planning. See FLIP continuity spreadsheet for dissemination instructions.

b. Flight Planning Room

Air Traffic Assistants shall check the FLIPs in the Flight Planning Room daily to ensure all products are available. Extras are maintained in the bookcase in the Flight Planning room. Airfield Operations maintains one extra set of FLIPS, we do not normally issue to transient aircrews. If products are issued, or no extras are on hand to replace a missing product, a message will be left for the FLIPs custodian. The Air Traffic Assistant shall ensure that no one helps themselves to charts and publications without permission, when Airfield Operations is open.

c. New Issue/Changeover

FLIPs manager will review all new FLIPs and charts for consistency, to include local publications. Check all Flight Planning Room displays for accuracy, currency, and availability of materials. Initiate a NOTAM for all inconsistencies in FLIP data. All outdated material must be noted "For Reference ONLY". All dates must be visible or hand written in the top right corner. The FLIPs manager will ensure the new issues of FLIPs are broken down, issued to sub-accounts and ready for the changeover by the beginning of the day of changeover. The FLIPs manager will exchange all expired FLIPs with new products. Expired FLIPs will be placed in plastic bags and disposed of in recycle container. For changes to Planning and FAA Handbooks: post all changes on effective date and initial change record. Handbooks will not be removed from the Flight Planning Room.

8-4. Weather Support Briefing

a. Weather Services are provided by Fort Knox Weather Operations, as prescribed Joint Regulation AR 115-10/AFI 15-157.

b. Pilot Report Information (PIREP). PIREP procedures are outlined within FAA JO7110.10 Chapter 9, Section 2. PIREP information shall be obtained when requested, or when one of the following conditions exists or is forecasted within your control area:

(1) Ceiling at or below 5,000ft. PIREPs shall include cloud base/top reports when feasible.

(2) Visibility (surface or aloft) at or less than 5 miles.

(3) Thunderstorms and related phenomena.

(4) Turbulence of moderate degree or greater.

(5) Icing of light degree or greater.

(6) Wind shear.

(7) Volcanic ash clouds.

Note: Relay all PIREP information to the local WX station, and all concerned aircraft in a timely manner.

c. The following will be issued by Weather Operations:

(1) Observed Weather Advisories:

(a) Gust spread greater than 15 knots on Godman AAF.

(b) Wind Chill less than 0 degrees.

(c) Temperature less than 15 degrees.

(2) Weather Advisories:

(a) Observed low level wind shear.

(b) Light or greater icing.

(c) Moderate or greater turbulence for CAT 2 aircraft

(3) Weather Watch:

(a) Lightning forecast within 15 NM of Godman AAF.

(b) Tornadoes.

(c) Severe thunderstorms with wind greater than or equal to 50 knots or hail greater than or equal to 3/4 inch.

(d) Freezing precipitation (any intensity).

(e) Heavy precipitation – rain or snow (greater than or equal to 2 inches in 12 hours).

(4) Weather Warnings:

(a) Lightning observed within 5 NM of Godman AAF.

(b) Tornadoes.

(c) Severe thunderstorms with wind greater than or equal to 50 knots, or hail greater than or equal to 3/4 inch.

(d) Moderate thunderstorms with winds greater than or equal to 35 knots but less than 50 knots or hail greater than or equal to 1/2 inch but less than 3/4 inch.

(e) Heavy precipitation – rain or snow (greater than or equal to 2 inches rain/snow in 12 hours).

(f) Freezing precipitation (any intensity).

(g) An observed advisory winds speeds observed above 20 knots when UAS operations are ongoing.

8-5. Procedures for Storing Classified Materials at Airfield Operations.

Classified material is not authorized to be stored at the airfield. Requests for classified material storage will be directed to the Airfield Manager or Airfield Operations Officer.

Chapter 9 – Approach Procedures.

All information below is derived from DOD FLIP LOW ALTITUDE UNITED STATES VOL. 16.

Note: ILS straight in is unavailable when tower is closed and at night.

9-1. Initial Approach Altitudes.

(1) VOR RWY 18: 2500ft MSL.

(2) RNAV (GPS) RWY 18: 2500ft MSL.

(3) ILS RWY 18: 2500ft MSL.

(4) VOR RWY 36: 2500ft MSL.

(5) RNAV (GPS) RWY 36: 2500ft MSL.

(6) VOR RWY 15: 3000ft MSL.

(7) RNAV (GPS) RWY 15: 2500ft MSL.

9-2. Holding Patterns.

Approach	Location	Procedure
VOR RWY 18	Overhead BETHY intersection	2600ft MSL northwest of the intersection with right turns on 006° outbound heading and a 186° inbound heading
RNAV (GPS) RWY 18	Overhead NADDI intersection	2600ft MSL northwest of the intersection with right turns on a 332° outbound heading and a 152° inbound heading.
ILS RWY 18	Overhead KUTGE intersection	2500ft MSL northwest of the intersection with right turns on 360° outbound heading and a 180° inbound heading.
VOR RWY 36	Overhead ZOGUN intersection	2600ft MSL northwest of the intersection with right turns on a 326° outbound heading and a 146° inbound heading.
RNAV (GPS) RWY 36	Overhead HONAL intersection	2500ft MSL south of the intersection with right turns on a 195° outbound heading and a 015° inbound heading.
VOR RWY 15	Overhead ZOGUN intersection	2600ft MSL northwest of the intersection with right turns on a 326° outbound heading and a 146° inbound heading.

RNAV (GPS) RWY 15	Overhead MYS VOR	3000ft MSL northwest of the MYS VOR with right turns on a 035° outbound heading and a 215° inbound heading.

9-3. Procedure Turns.

Approach	Location	Procedure
VOR RWY 18	Completed within 10NM of the VOR	Outbound turn is on a heading of 321° with an inbound heading of 141° to intercept the final approach course heading of 186°
RNAV (GPS) RWY 18		Holding in lieu of procedure turn.
ILS RWY 18		Holding in lieu of procedure turn.
VOR RWY 36	Completed within 10NM of the SCALA	Outbound turn is on a heading of 214° with an inbound heading of 034° to intercept the final approach course heading of 349°
RNAV (GPS) RWY 36		Holding in lieu of procedure turn.
VOR RWY 15		Holding in lieu of procedure turn.
RNAV (GPS) RWY 15		Holding in lieu of procedure turn.

9-4. Final Approach Altitude and Heading.

Approach	Final Approach Altitude	Heading
VOR RWY 18	2500ft MSL crossing HURLS intersection	186°
RNAV (GPS) RWY 18	2500ft MSL crossing IJENY intersection	180°
ILS RWY 18	2500ft MLS crossing TUSGY intersection	180°
VOR RWY 36	2300ft MSL crossing SCALA intersection	349°
RNAV (GPS) RWY 36	2500ft MSL crossing FOGPE intersection	015°
VOR RWY 15	2400ft MSL crossing GODTY intersection	146°
RNAV (GPS) RWY 15	2300ft MSL crossing OJESA intersection	151°

9-5. Release Points.

Inbound aircraft on an instrument approach shall be vectored and released by SDF prior to reaching Godman airspace, unless otherwise coordinated. Only one IFR/SVFR aircraft shall be released at a time.

9-6. Missed-Approach Procedures.

Approach	Initial Climb	Procedure
VOR RWY 18	Climb to 1300ft MSL	Then climbing right turn to 2600ft MSL on heading 036° and FTK VOR/DME R-006 to BETHY INT/FTK 10.2 DME and hold.
RNAV (GPS) RWY 18		Climbing right turn to 2600ft MSL, direct to NADDI intersection and hold.
ILS RWY 18	Climb to 1300ft MSL	Then climbing right turn to 2500ft MSL on heading 030° to intercept FTK VOR/DME R-358 to KUTGE INT/I-FTK 12.3 DME and hold.
VOR RWY 36	Climb to 1400ft MSL	Then climbing left turn to 2600ft MSL on FTK VOR/DME R-326 to ZOGUN INT/FTK 11.5 DME and hold.
RNAV (GPS) RWY 36		Climbing left turn to 2500ft MSL, direct to HONAL intersection and hold.
VOR RWY 15	Climb to 1300ft MSL	Then climbing right turn to 2600ft MSL on heading 356° and FTK VOR/DME R-326 to ZOGUN INT/FTK 11.5 DME and hold.
RNAV (GPS) RWY 15		Climbing right turn to 3000ft MSL, direct to MYS VOR and hold.

9-7. Weather Minimums.

Weather minimums for each approach are published in the DOD FLIP LOW ALTITUDE UNITED STATES VOL.16.

Chapter 10 – Administration

10-1. Daily Administration.

a. Compiling Traffic Count. Traffic Count will be gathered and annotated on the bottom of the Flight Log.

b. Recording Traffic Count. The daily traffic count is compiled at the end of each shift and is recorded on the Traffic Count worksheet.

10-2. Records

a. Daily/Shift Records.

(1) Maintain the Flight Log by keeping times posted of departures and arrivals. Close logs at 1500 LCL. At the end of shift, file all logs and completed flight plans in cabinet provided for this purpose.

(2) Maintain DA Form 1594 Daily Staff Journal for each day's activity. Journal shall open at 0700 and close at 1500. All entries shall be in local Eastern Time.

(3) Maintain all checklists.

b. Maintain Records. GAAF will maintain records according to the requirements outlined in AR 95-2, Chapter 13.

(1) Airfield Operations personnel completed training: 24 consecutive calendar months.

(2) Self-inspection records: 12 consecutive calendar months.

(3) Movement area and safety area training records: 24 consecutive calendar months.

(4) Accidents/incidents occurring in the movement and safety areas: 12 consecutive calendar months.

(5) Airfield Condition Reports: 12 consecutive calendar months.

(6) Airfield fueling agent inspection records: 12 consecutive calendar months.

(7) Refueling personnel Training records: 12 consecutive calendar months. Training records for fueling personnel shall be maintained in the POL office. A copy of the certification of that training will be maintained in the Airfield Operations office.

(8) Emergency personnel. Training records shall be maintained by the Fire & Emergency Services Training Officer.

(9) All other records shall be maintained in Airfield Operations.

10-3. Dissemination of Information.

a. Accidents and Incidents. No personnel may give interviews, make statements, or release any written or recorded information to news agencies or unauthorized personnel or organizations. Information on an aircraft accident, incident, or alleged violation of any kind will not be released outside official Army channels without approval from the commander, United States Army Aeronautical Services Agency (USAASA). The airfield commander and the ATC maintenance chief/facility chief are responsible for compiling this information. The names and Social Security numbers of personnel involved will be treated as restricted information. The installation commander may approve the release of information to Army organizations and Army press releases after consultation with Public Affairs Office (PAO) and the Staff Judge Advocate (SJA).

Note: Headquarters, DA Deputy Chief of Staff (DCS) Assistant Chief of Staff, Operations and Plans (G-3) is the release or denial authority for Freedom of Information Act (FOIA) requests. Commander, USAASA, serves as the DCS G-3 responsible for the U.S. Army regarding airspace, aeronautical information, ATC, and flight procedures policy.

b. Number and Type of Aircraft. Information regarding aircraft operations (past, present, and future) WILL NOT be disseminated to agencies not associated with the unit or DPTMS without prior approval. Operational Security (OPSEC) shall be enforced at all times.

c. Types and Capabilities of Equipment. Information regarding equipment capabilities and locations WILL NOT be disseminated to outside agencies without prior approval. Operational Security (OPSEC) shall be enforced at all times.

d. Personnel. Information on assigned personnel shall be treated as “restricted” information at all times and WILL NOT be disseminated to ANYONE without approval from the Facility Chief, Airfield Operations Officer, Airfield Safety Officer or Airfield Manager.

e. Operations. Information regarding facility operations (past, present, and future) other than published information WILL NOT be disseminated to outside non-government agencies without prior approval. Operational Security (OPSEC) shall be enforced at all times.

10-4. Administration.

a. Operating Initials. The Airfield Operations Officer shall assign personnel individual two-letter operating initials. A list shall be provided in the form of a memorandum. Except where signatures are required, personnel shall use the assigned operating initials on all interphone systems and facility forms and records.

b. Coordinated Universal/Local Time. All aviation facilities shall use Coordinated Universal Time (UTC) and date in all operational activities. Local time and date shall be used for facility duty schedules, daily traffic counts, and other administrative forms and correspondence.

c. Range Incursions. All range incursions will be reported to the AT&A Officer with as much information as possible, include follow-up information.

d. Noise Complaints. Noise complaint are handled by Fort Knox Public Affairs Office. Give all noise complaint callers the contact number (502) 624-0150.

Appendix A – Charts, Diagrams, and Maps

Section I: Charts

A-1. Airfield Obstructions Chart

A-2. VFR Reporting Points Chart

A-3. Local Area NAVAIDs Chart

Section II: Diagrams

A-5. Airfield Diagram

A-5. Airspace Diagram

A-6. Intersection Departures Distance Remaining Diagram

Section III: Maps

A-7. Airfield Crash Grid MAP

A-8. VFR Reporting Points/ACP/NOE (Nap of the Earth) Routes Map

A-9. Rotary Wing Test Flight Area Map

A-10. ROSZOV and ZOOMER Drop Zone Map

Section I – Charts

A-1. Airfield/Heliport Obstructions

OBSTRUCTION	BLDG #	DISTANCE	HEIGHT	BEARING
Godman Tower	5225	0.0 SM	850ft. MSL	
Water Tower 1	2797	1.4 SM	870ft. MSL	NE
Water Tower 2	2911	0.9 SM	860ft. MSL	ENE
Hospital	851	1.5 SM	860ft. MSL	E
Water Tower 3	7100	2.3 SM	820ft. MSL	E
MP Station Antenna		1.5 SM	870ft. MSL	SE
Water Tower 4 &5	1191/1190	1.2 SM	850ft. MSL	SE
Water Tower 6	7561	2.1 SM	820ft. MSL	ESE
Snow Mountain	8928	1.9 SM	902ft. MSL	W
Snow Mountain Antenna		1.9 SM	1052ft. MSL	W
Water Tower 7	4773	1.4 SM	890ft. MSL	SSW
Water Tower 8	5899	1.3 SM	890ft. MSL	W

A-2. VFR Reporting Points

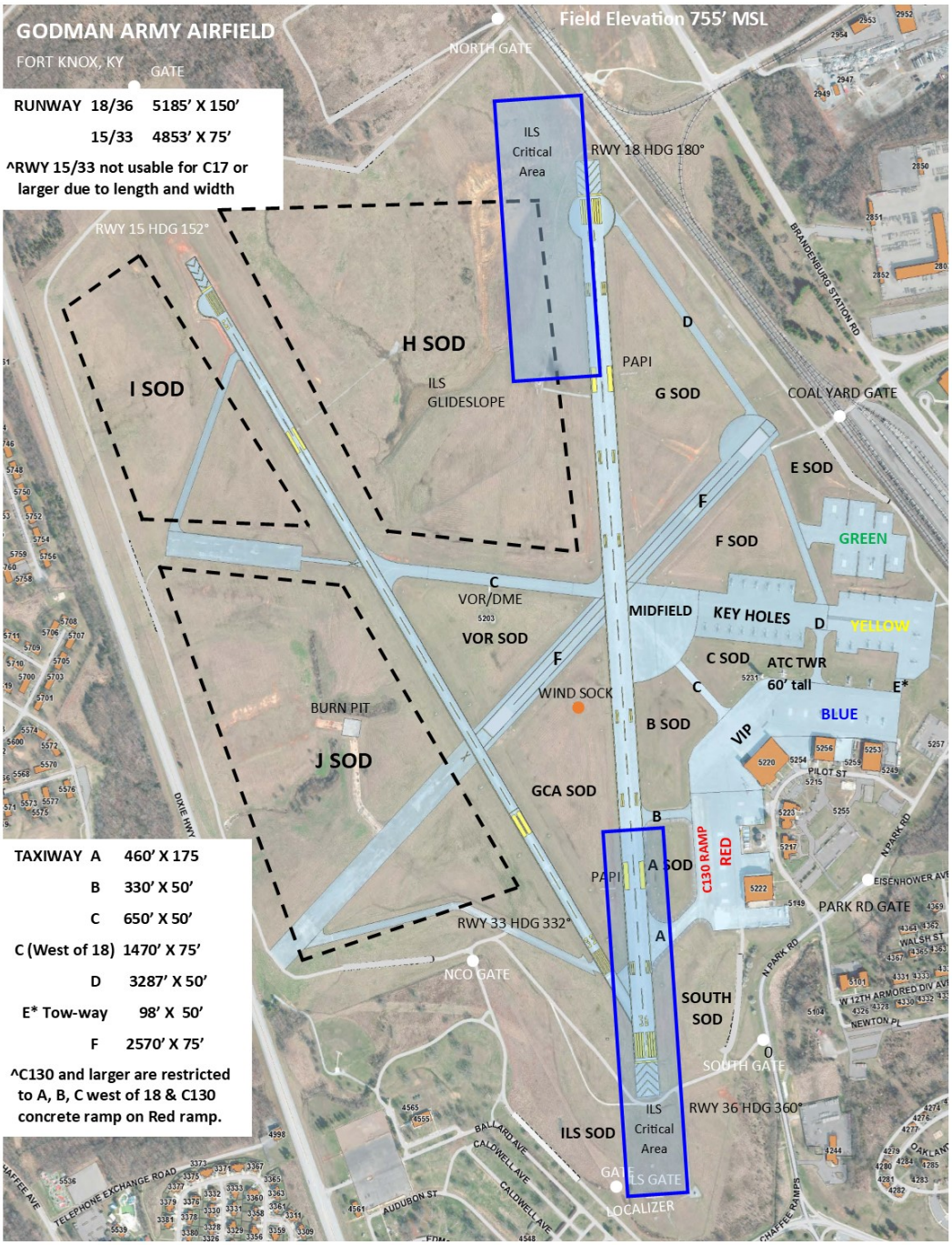
REPORTING POINT	ACP	DIRECTION/ BEARING	DISTANCE
Whiskey (Flaherty)	1	SW	7 SM
Otter Creek Airstrip	2	SW	3 SM
Brave Rifles/Wilson Rd	3	NE	2 SM
Compressor	4	NW	3 SM
Wilderness	5	NW	5 SM
West Point Airstrip	6	N	5 SM
West Point	7	N	6 SM
Road in Valley	8	NE	9 SM
MOUT Site/Zussman	9	NE	9 SM
Shepherdsville	10	ENE	13 SM
Beech Grove Rd Int	11	ENE	12 SM
Lebanon Junction	12	E	13 SM
I-65 & 313 Loop	13	SE	14 SM
Hwy 434 & 251 Int	14	SSE	11 SM
Radcliff	15	S	4 SM
Douglas Lake	16	SE	7 SM
Saunders Lake	17	SE	4 SM
Easy Gap (West Egress/Ingress)	18	E	4 SM
Easy Gap (East Ingress/Egress)	19	E	7 SM
Ohio River		N	7 SM
Wilcox		NE	11 SM
Yano Range		ESE	11 SM
Cedar Creek		ESE	9 SM
Vine Grove Airstrip		S	5 SM
Brandenburg		NW	11 SM
Muldraugh		NW	2 SM

A-3. Local Area NAVAIDS

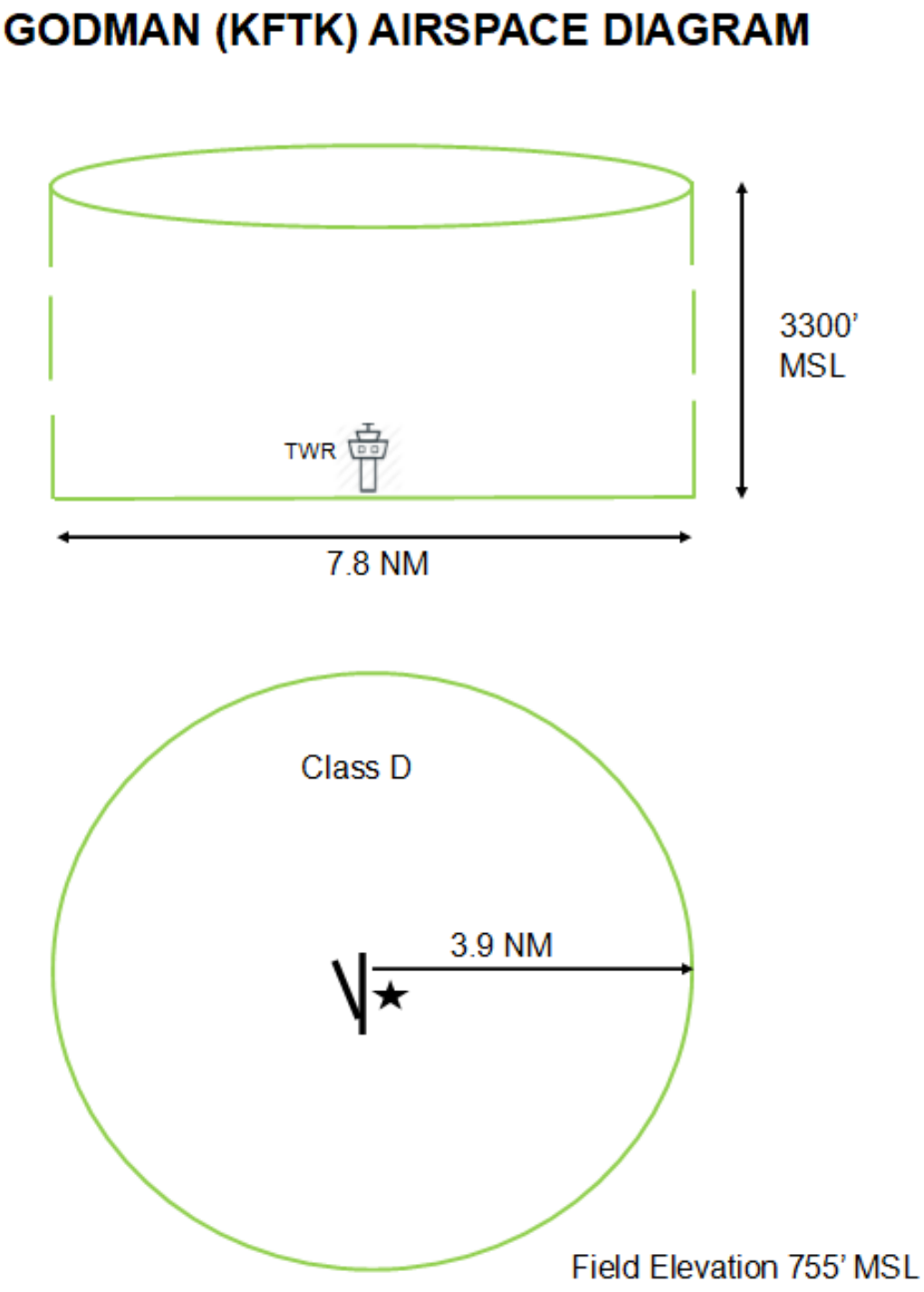
Type	Location	Identification/Frequency	Airway
VOR/DME	Center Field	FTK 109.6	None
ILS - Glideslope - Localizer		FTK 108.95	None
VOR	13NM W	MYS 108.2	V49
VOR/DME	22NM SE	EWO 110.8	V5-513/V171-178
VORTAC	22NM NE	IIU 114.8	V4/V512/V51/V5-513/V512/V171/V310/V53
VOR/DME	19NM NE	BQM 112.2	None
NDB	24NM SE	BRY 248 kHz	None

Section II – Diagrams

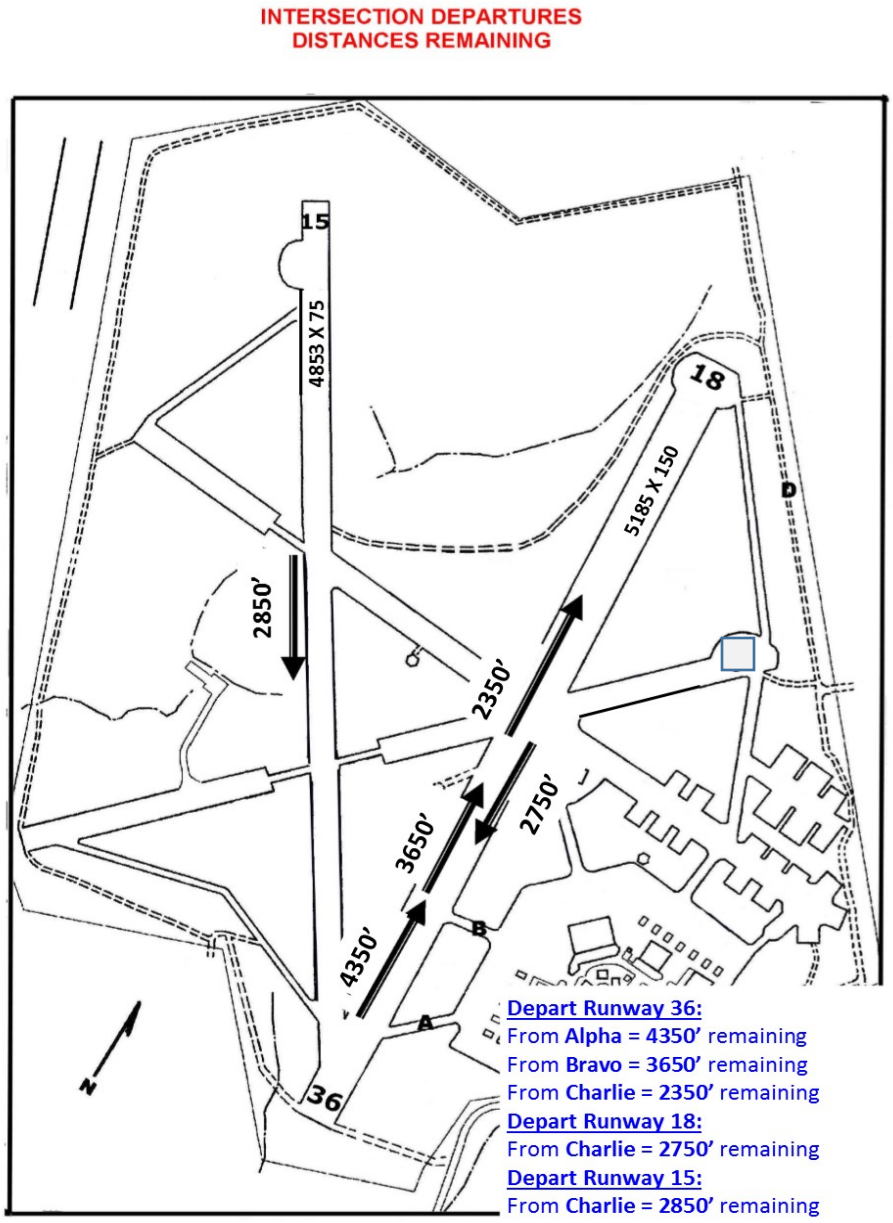
A-4. Airfield Diagram



A-5. Airspace Diagram

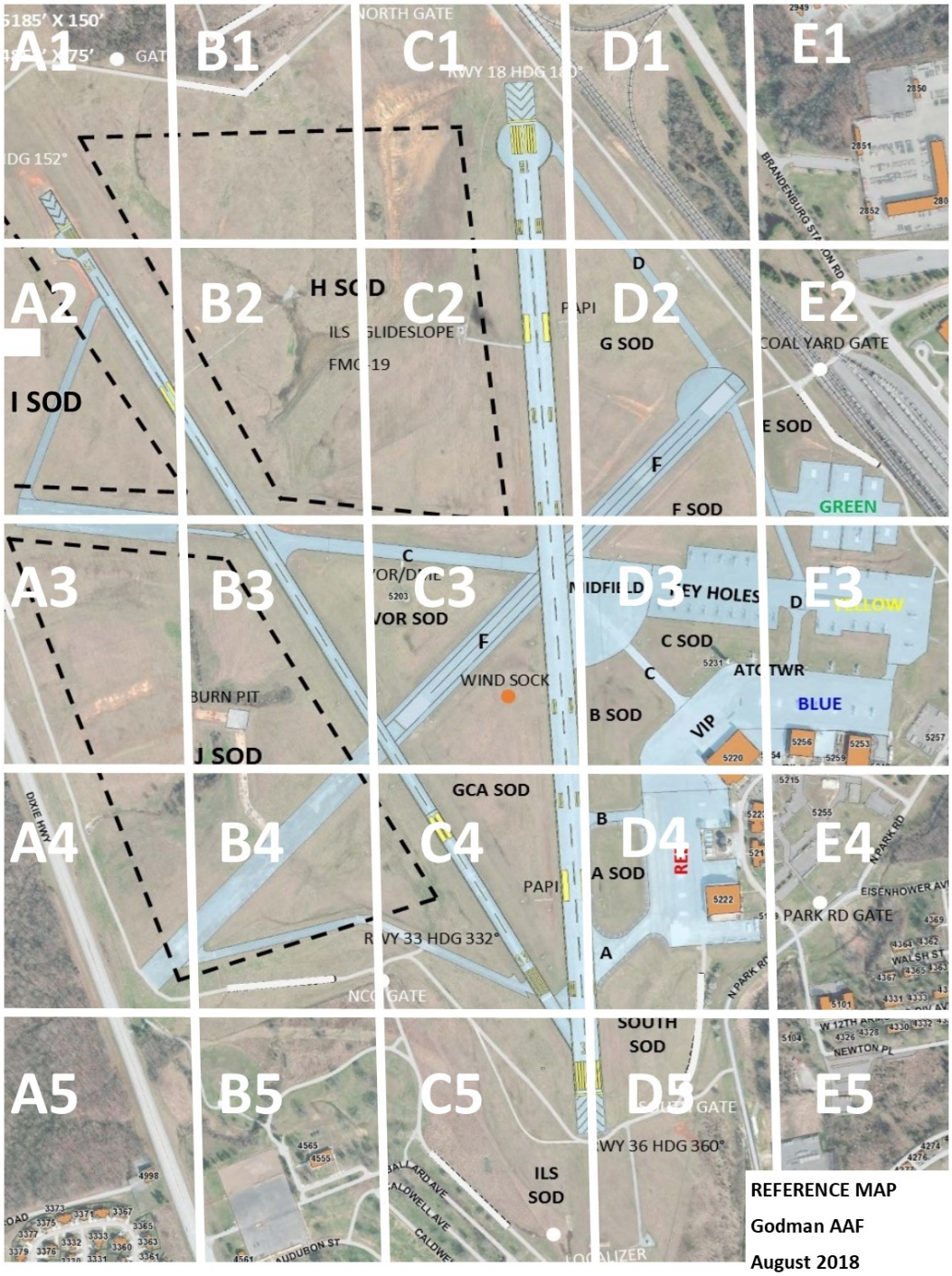


A-6. Intersection Departures/Distance Remaining Diagram

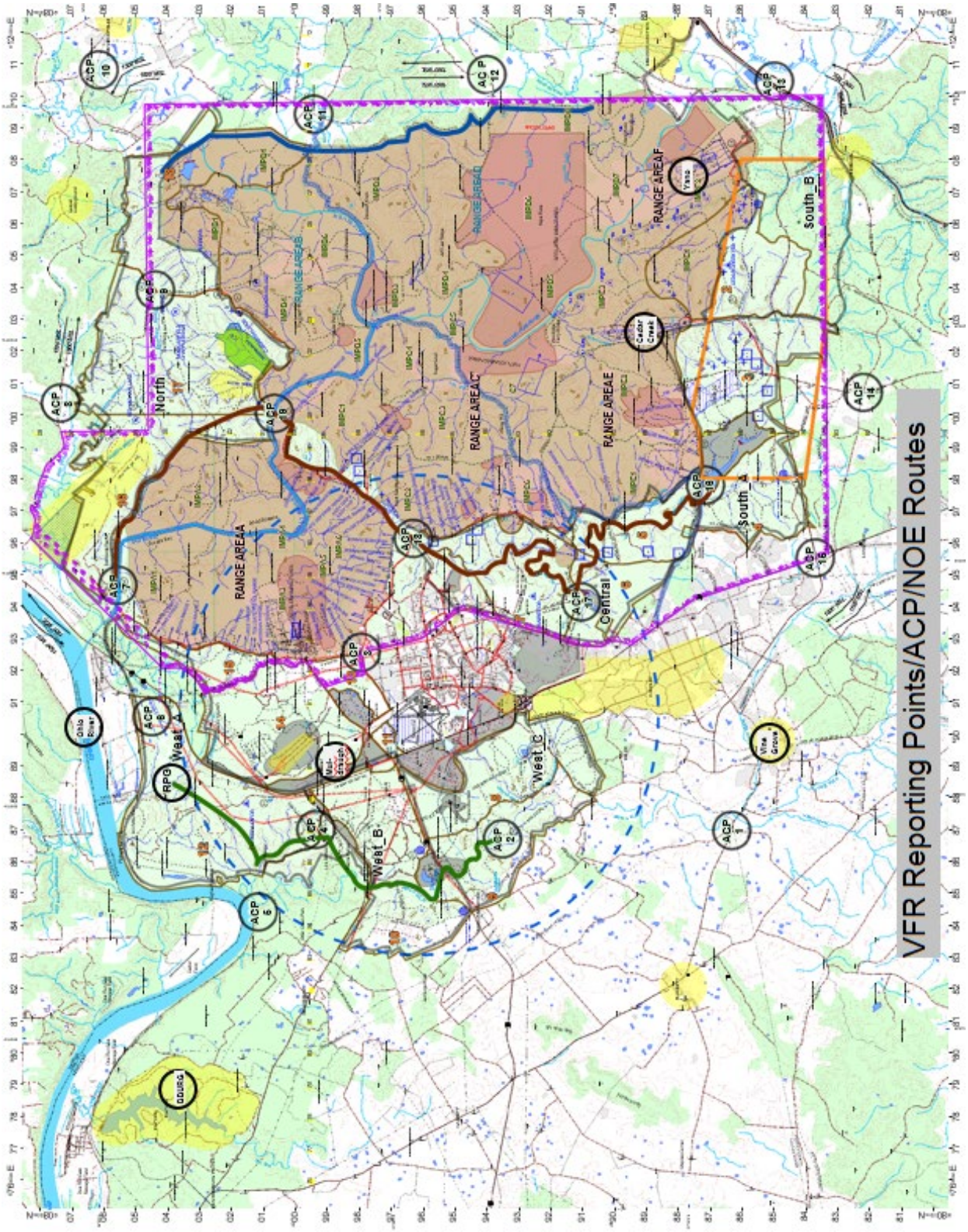


Section III – Maps

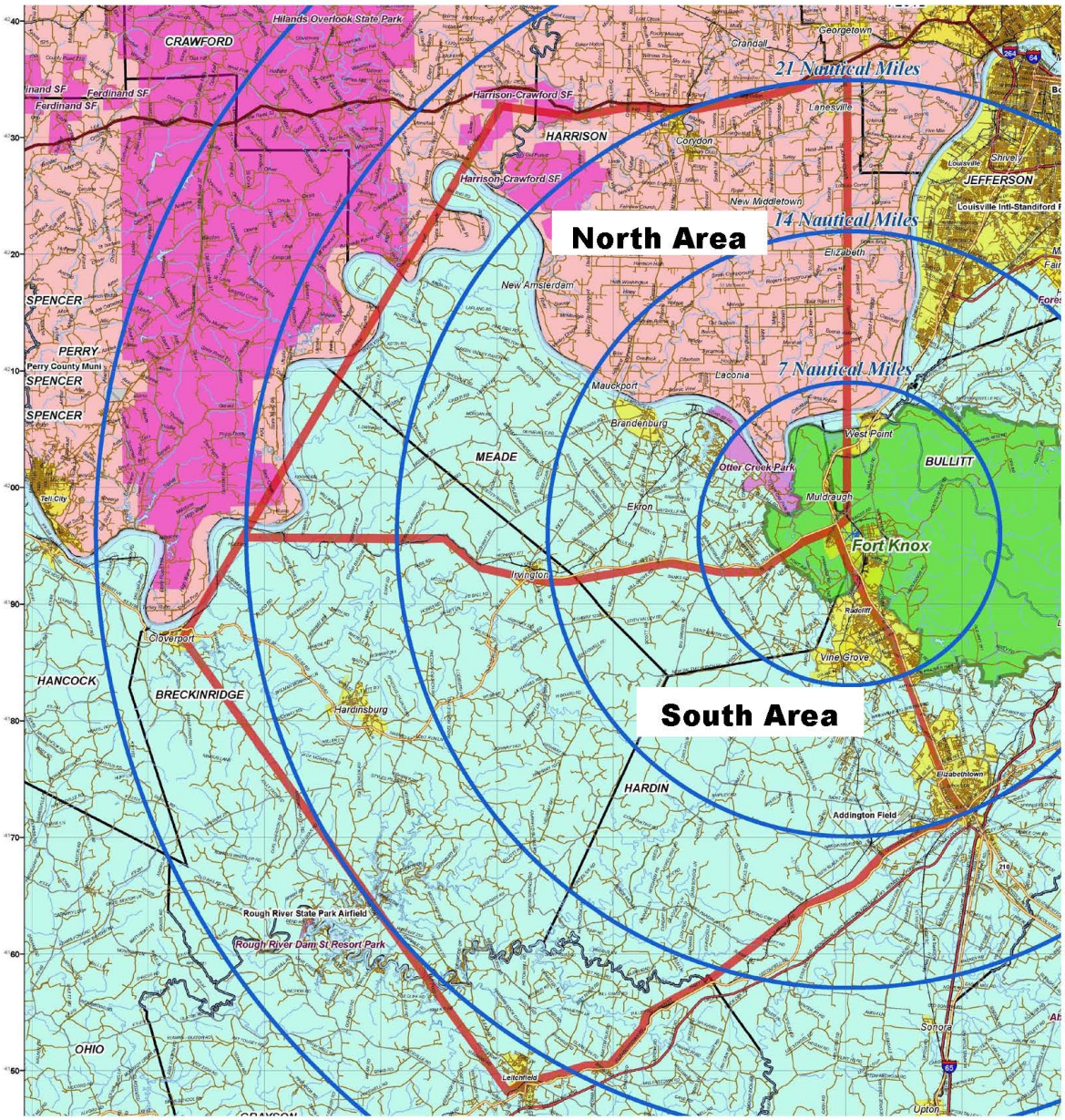
A-7. Airfield Crash Grid Map



A-8. VFR Reporting Points/ACP/NOE Routes Map

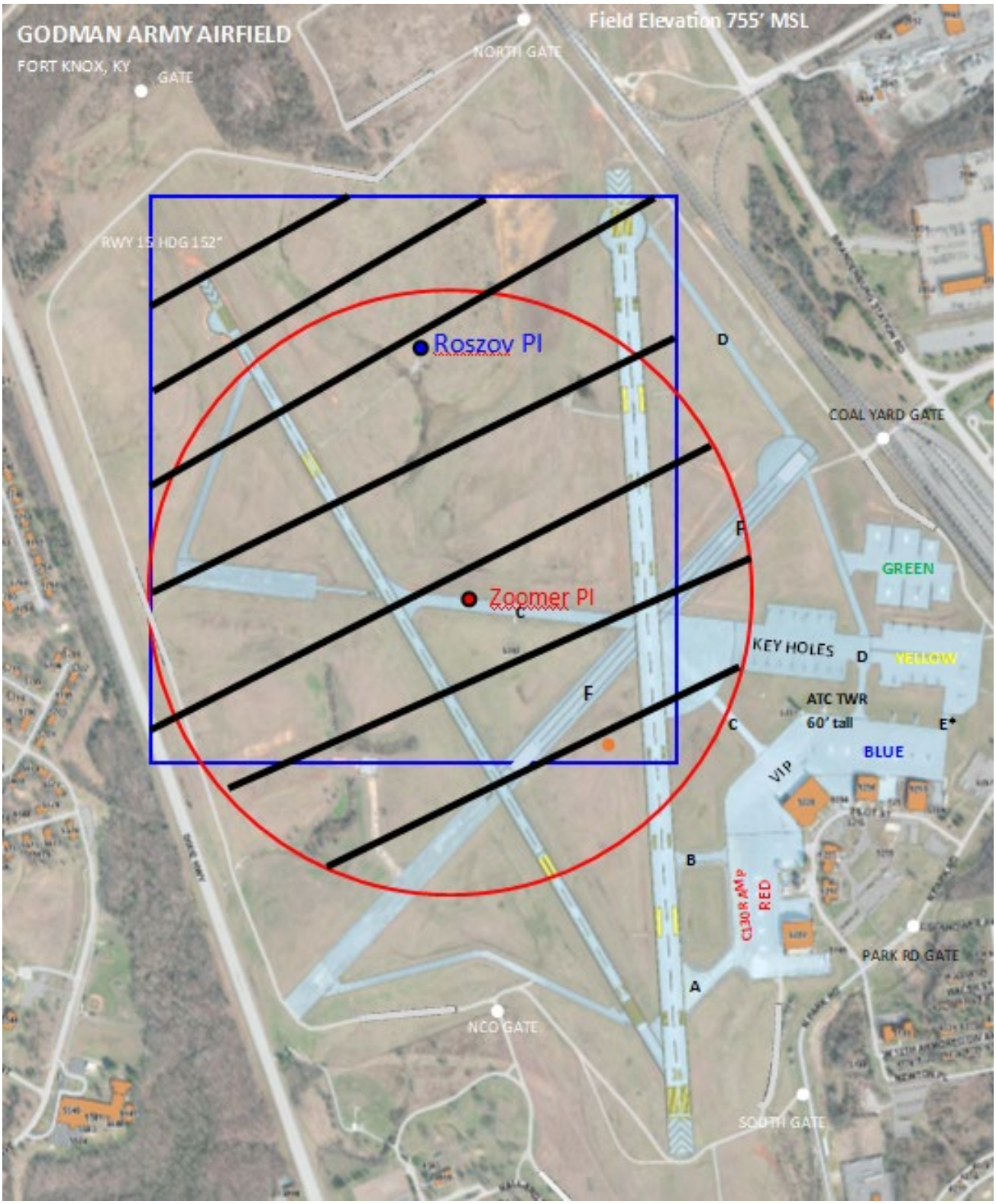


A-9. Rotary Wing Test Flight Area



ROTARY WING TEST FLIGHT AREA

A-10. ROSZOV and Zoomer Drop Zone



Appendix B – Facility Forms and Records (Samples)

B-1. DA 2696, Operational Hazard Report

B-2. DD 175, Military Flight Plan

B-3. DA 1594, Daily Staff Journal or Duty Officer's Log

B-4. Airfield Inspection Checklist

B-5. Combination Checklist (Daily/Shift Change)

B-6. FK Form 591, Flight Log

B-7. Crash Card

B-8. FK Form 8175, Air Mission Request (AMR)

B-9. DA 5484, Mission Schedule Brief

B-10. Wildlife Animal Strike Hazard (WASH) Form

B-1. DA 2696, Operational Hazard Report

OPERATIONAL HAZARD REPORT
For use of this form, see AR 385-10; the proponent agency is DAS.

Requirements Control Symbol - CSOCS-307

An operational hazard is any condition or act that affects or may affect the safety of Army aircraft or associated personnel and equipment.

1. **TO:** *(Include 9-Digit ZIP Code)*
Aviation Safety Officer *(LCL Command)*

2. **FROM:** *(Name and Address of Originator (Include 9-Digit ZIP Code))* ***(OPTIONAL - SEE INSTRUCTIONS)***

3. Date and Time of Occurrence

a. YEAR	b. MONTH	c. DAY	d. TIME *(LCL)*	e. CHECK ONE
				☐ (1) Day ☐ (2) Night ☐ (3) Dawn ☐ (4) Dusk

f. USASC USE ONLY

4. Location Where Hazard Occurred ***(Check all applicable items.)***

☐ a. In Flight	☐ h. Airfield/Heliport		☐ k. This hazard occurred on or near	
☐ b. Airways	☐ (1) Movement Area/Parking		(1) AIRPORT/INSTALLATION	
☐ c. Uncontrolled Airspace	☐ (2) Hangar			
☐ (1) NOE	☐ (3) Support Area		(2) DISTANCE FROM N.M./DME	
☐ (2) Low Level	☐ i. Field Site			
☐ d. Terminal Control Area	☐ j. Obstacle		(3) DIRECTION FROM DEGREES MAG	
☐ e. Traffic Pattern	☐ (1) Trees			
☐ f. Control Zone	☐ (2) Wires			
☐ g. On the Ground	☐ (3) Building			

5. This Hazard Pertains to

☐ a. Procedures/Instructions	☐ (1) Weather	☐ (5) Ground Control	☐ (d) USAF	
☐ b. Policies/Regulations	☐ (2) Refueling	☐ (6) GCA	☐ (e) Host Nation	
☐ (1) Military	☐ g. Communications	☐ (7) ILS	☐ k. Controller	
☐ (2) FAA	☐ h. Pilot Procedures/Tech.	☐ (8) Tower	☐ (1) Procedures	
☐ c. Facilities	☐ i. Near Midair Collision	☐ (9) Radar Service	☐ (2) Technique	
☐ (1) Airport/Heliport	☐ j. Air Traffic Control	☐ (10) Publications/Flip	☐ l. Other	
☐ (2) NAV Aids	☐ (1) Enroute	☐ (11) Controlling Agency	☐ m. Armament	
☐ d. Maintenance	☐ (2) Terminal Area	☐ (a) FAA	☐ n. Aviation Life Support Equipment	
☐ e. Materiel	☐ (3) APP Control	☐ (b) Army		
☐ f. Services	☐ (4) DEP Control	☐ (c) Navy	☐ o. Night vision devise	

6. If this Hazard Occurred in Flight, Complete the Following (if additional aircraft are involved, attach supplemental sheet)

Aircraft 1		Aircraft 2 *(Aircraft 2 is other aircraft, if applicable.)*	
a. Mission		j. Mission	
b. Design		k. Design	
c. Series		l. Series	
d. Serial Number		m. Serial Number	
e. Service, MACOM		n. Service, MACOM	
f. Point of Departure		o. Point of Departure	
g. Destination		p. Destination	
h. Flight Plan	CHECK ONE ☐ (1) IFR ☐ (2) VFR ☐ (3) DVFR ☐ (4) SVFR ☐ (5) None	q. Flight Plan	CHECK ONE ☐ (1) IFR ☐ (2) VFR ☐ (3) DVFR ☐ (4) SVFR ☐ (5) None
i. Course/Heading in Degrees		r. Course/Heading in Degrees	

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7. Meteorological Conditions				8. Cloud Proximity *(Check applicable blocks)*		
☐	a. Clear	☐	g. Fog	ITEM	AIRCRAFT 1	AIRCRAFT 2
☐	b. Scattered	☐	h. Haze	a. Above	☐	☐
☐	c. Broken	☐	i. Smoke	b. In/Out of Clouds	☐	☐
☐	d. Overcast	☐	j. Icing	c. Between Layers	☐	☐
☐	e. Rain	☐	k. Visibility (in miles)	d. Below	☐	☐
☐	f. Snow			e. In Clouds	☐	☐

9. For Single Aircraft Hazards, Complete item d. For Near Midair Collisions, Complete all Applicable Items.					
a. What first directed your attention to Aircraft 2?		☐	(5) Another Crewmember/Pax	☐	(3) Same Altitude
☐	(1) Proximity Warning Device	☐	(6) Radar Service	☐	(4) Diverging
☐	(2) Conspicuity Markings	☐	(7) Radio Contact	☐	(5) Converging
☐	(3) Lighting		b. Proximity *(Ft.)*	☐	(6) Aircraft Which Overtook the Other
☐	(a) NAV Lights		c. Other *(No. 2)* Aircraft Sighted at *(O'Clock Position)*		
☐	(b) Strobe Lights			☐	(a) Aircraft 1
☐	(c) Rotating Beacon	☐	(1) Above	☐	(b) Aircraft 2
☐	(4) Aircraft Profile	☐	(2) Below		

	d. AIRCRAFT 1	e. AIRCRAFT 2
(1) Altitude MSL		
(2) Heading *(Degrees Mag)*		
(3) Airspeed *(Knots)*		
(4) Phase of Operation *(More than one may apply)* →	☐ (a) Static ☐ (b) Taxi	☐ (a) Static ☐ (b) Taxi
	☐ (c) Take Off ☐ (d) Climb	☐ (c) Take Off ☐ (d) Climb
	☐ (e) Level ☐ (f) Acrobatics	☐ (e) Level ☐ (f) Acrobatics
	☐ (g) Left Trn. ☐ (h) Right Turn	☐ (g) Left Turn ☐ (h) Right Turn
	☐ (i) Descent ☐ (j) Approach	☐ (i) Descent ☐ (j) Approach
	☐ (k) Landing ☐ (l) Hover	☐ (k) Landing ☐ (l) Hover

10. NARRATIVE *(Describe circumstances concerning this hazard, indicate the causes and provide corrective recommendations. Attach additional sheet, if required.)*

11. INVESTIGATION AND RECOMMENDATIONS *(To be completed by Aviation Safety Officer. Attach additional sheet, if required.)*

12. ACTION TAKEN TO CORRECT THIS HAZARD *(To be completed by Commander. Attach additional sheet, if required.)*

13. Point of Contact for Further Information *(To be Completed by Aviation Safety Officer)*				
a. NAME *(Last, First, MI)*	b. RANK	c. DUTY		d. MAILING ADDRESS *(Include ZIP Code)*
e. PHONE NOS. *(AV and Comm.)*	f. MACOM *(UIC)*	g. ORGN. *(UIC)*	h. ORGN. *(UIC)*	

DA FORM 2696, OCT 2013

Page 2 of 2

APD PE v1.00

B-2. DD 175, Military Flight Plan

AUTHORITY: 10 USC 8012 and EO 9397
PRINCIPAL PURPOSE: To aid in accurate identification of personnel participating in the filed flight.
ROUTINE USES: To provide data required to process flight plans with appropriate air traffic service authorities. A file is retained by the agency processing the flight plan.
DISCLOSURE: Voluntary, however, failure to provide the SSN could result in denial of flight plan processing.

PRIVACY ACT STATEMENT

DATE

AIRCRAFT CALL SIGN

AIRCRAFT DESG AND TD CODE

BASE OPERATIONS USE

	TYPE FLT PLAN	TRUE AIRSPEED	POINT OF DEPARTURE	PROPOSED DEPARTURE TIME (Z)	ALTITUDE	ROUTE OF FLIGHT	TO	ETE

REMARKS

RANK AND HONOR CODE

FUEL ON BD	ALTN AIRFIELD	ETE TO ALTN	NOTAMS	WEATHER	WT AND BALANCE	AIRCRAFT SERIAL NUMBER, UNIT, AND HOME STATION
SIGNATURE OF APPROVAL AUTHORITY		CREW/PASSENGER LIST			ACTUAL DEP TIME (Z)	BASE OPERATIONS USE
		ATTACHED		SEE PSGR		
DUTY	NAME AND INITIALS				RANK	SSN
PILOT IN COMMAND						

DD Form 175, MAY 86 *Previous editions are obsolete.* Reset **MILITARY FLIGHT PLAN** Adobe Professional 8.0

B-3. DA Form 1594, Daily Staff Journal

DAILY STAFF JOURNAL OR DUTY OFFICER'S LOG For use of this form, see AR 220-15; the proponent agency is Office of The Deputy Chief of Staff for Operations & Plans					PAGE NO.	NO. OF PAGES
ORGANIZATION OR INSTALLATION	LOCATION	PERIOD COVERED				
		FROM		TO		
		HOUR	DATE	HOUR	DATE	

ITEM NO.	TIME		INCIDENTS, MESSAGES, ORDERS, ETC.	ACTION TAKEN	INL
	IN	OUT			

TYPE NAME AND GRADE OF OFFICER OR OFFICIAL ON DUTY	SIGNATURE

DA FORM 1594, NOV 1962 PREVIOUS EDITION OF THIS FORM IS OBSOLETE. APD LC v3.02ES

B-4. Airfield Inspection

GODMAN ARMY AIRFIELD

AIRFIELD INSPECTION AND CHECKS CHECKLIST			DATE
SECTION I **AIRFIELD INSPECTION**	INSPECTOR (Last Name):	START TIME	FINISH TIME

Detailed information can be found in UFC 3-260-01 and UFC 3-535-01. ___ no discrepancy ___discrepancy

1. OBSTACLE CLEARANCE CRITERIA (non-permissable deviations e.g., tree growth vegetation, dirt/snow piles, ponding, construction, depressions, mobile/fixed obstacles {vehicles}, etc.)

X	a.	RWY CLEAR ZONES 1000X3000 FT
X	b.	RWY LAT CLNC 500 FT CENTERLINE
	c.	TWY LAT CLEARANCE FIXED/ROTARY 150 FT CENTERLINE ROTARY OPS ONLY 100 FT CENTERLINE
	d.	APRON LAT CLNC VARIABLE 75FT PAVEMENT BOUNDARY MARKING
	e.	CONSTRUCTION AREAS
	f.	PERIMETER/ACCESS ROADS
	g.	TRANSITION SLOPE (7:1)

2. FOD CONTROL

	a.	RUNWAYS, OVERRUNS, and SHOULDERS
	b.	TAXIWAYS AND SHOULDERS
	c.	PARKING APRONS
	d.	INFIELD AREAS BETWEEN RWYS/TWYS
	e.	PERIMETER/ACCESS ROADS
	f.	CLOSED AREAS

3. SIGNS (e.g., broken, missing, correct background and legend colors, easy to read, not obscured by vegetation, dirt or snow, frangible mounted and illuminated if required for night operations, etc.)

MARKINGS (e.g., peeling, chipping, fading, dimensions, obscurity due to rubber buildup, etc.)

	a.	RUNWAY HOLD POSITION (Markings and Signs)
	b.	RUNWAY, OVERRUNS, TAXIWAYS, RAMPS, CLOSED AREAS
	c.	RUNWAY/TAXIWAY GUIDANCE SIGNS.
	d.	RUNWAY DISTANCE MARKERS (RDM)
	e.	ELEVATION SIGN
NA	f.	NAVAID GROUND RECEIVER CHECK POINTS

4. RUNWAY/TAXIWAY SHOULDERS

X	a.	RWY 50 FT (EXEMPTION APPROVED)
X	b.	TWY 25 FT (EXEMPTION APPROVED)

5. CONSTRUCTION

	a.	PARKING
	b.	RULES COMPLIANCE
	c.	SITE LIGHTING/MARKING
	d.	STORAGE
	e.	VEHICLES LIGHTED/MARKED
	f.	FOD CONTROL

6. PAVEMENT CONDITIONS (e.g., scaling, spalling, cracks, holes, surface variations such as bumps/low spots, rubber deposits and vegetation growth, etc.)

	a.	RUNWAY/OVERRUNS 18/36
	b.	RUNWAY/OVERRUNS 15/33
X	c.	TAXIWAYS
X	d.	PARKING APRON/KEYHOLES
	e.	ACCESS ROADS

7. HABITAT MANAGEMENT

	a	GRASS/VEGETATION HEIGHT (6-12")
	b.	PONDING EFFECTS
	c.	BIRD/WILDLIFE SURVEY
	d.	BWC CONDITION
		LOW MOD SEVERE

8. PHYSICAL SECURITY

	a.	AIRFIELD PERIMETER
X	b.	PERIMETER FENCE

AIRFIELD INSPECTION DISCREPANCIES and OBSERVATIONS:

1a. Does not meet criteria

1b. Runway 15 Lateral Clearance Obstruction (Trees)

4a. No shoulders (EXEMPTION APPROVED)

4b. No shoulders TWY B/C/D (EXEMPTION APPROVED)

6c. TWY F no shoulders

6c. TWY F No Signage

6d. Yellow Ramp Centerline Rutting

6d. Asphalt Buckling on Red Ramp near drain

6d. Asphalt raised around drain on Red Ramp

8b. Excessive Vegitation on fence

INSTRUCTIONS: PLACE AN **X** IN BOX FOR ITEM WITH DISCREPANCY, ☑ FOR NO DISCREPANCY. MARK DISCREPANCY LOCATION ON THE AIRFIELD DIAGRAM. DISCREPANCIES NOT CORRECTED WILL BE ADDED ON THE WORK ORDER LOG. FOLLOW UP ON ALL DISCREPANCIES AND DOCUMENT ON THIS FORM UNTIL CORRECTED.

SECTION II **AIRFIELD CHECKS**	Annotate all airfield checks (not the airfield inspection or lighting check) below by type: BASH, FOD, Runway Surface Condition/Runway Condition Reading , Escort, Survey, etc.		
TYPE OF AFLD CHECK	**TIME**	**INSPECTOR (Last Name)**	**REMARKS**

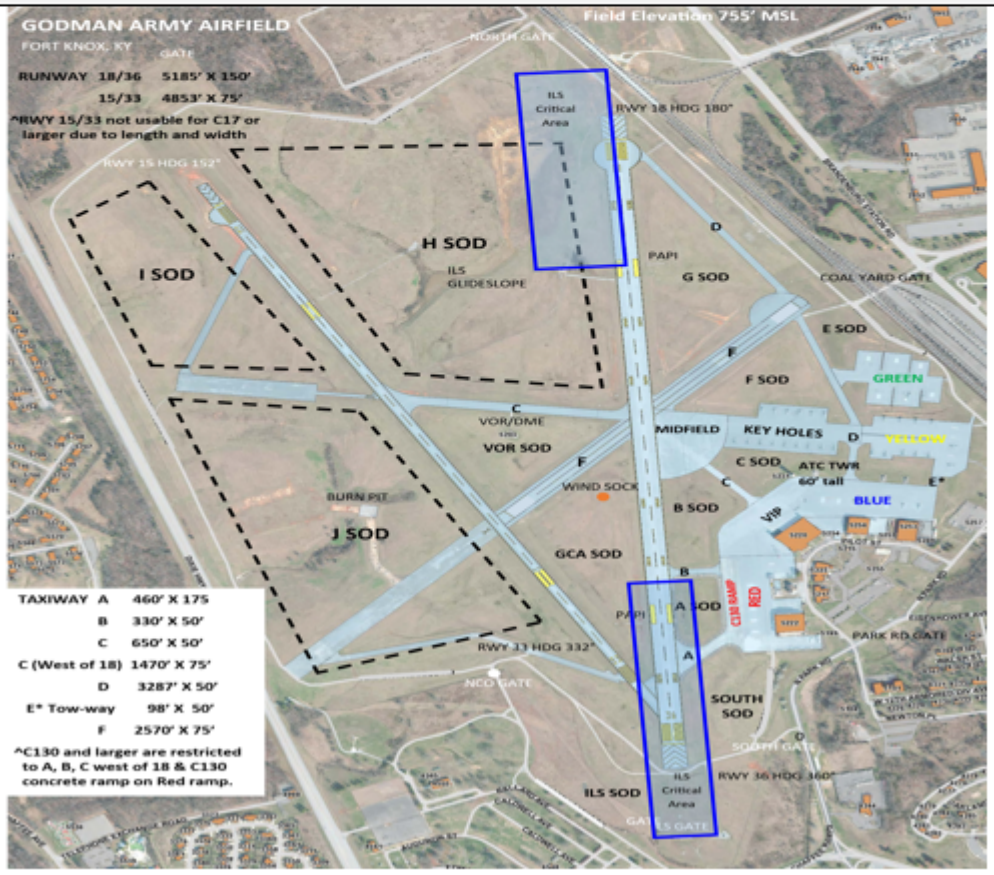
GODMAN ARMY AIRFIELD

SECTION III	AIRFIELD LIGHTING CHECK	INSPECTOR (Last Name)	TIME

	1.	18/36 HIGH INTENSITY RWY LIGHTS (HIRL)		8.	TWY A		15.	RED RAMP		20.	OBSTRUCTION LIGHTS
	2.	36 THRESHOLD, PAPI, ODALS		9.	TWY B		16.	DV RAMP	X	21.	ROTATING BEACON
	3.	18 APCH, THRESHOLD, PAPI, REIL		10.	TWY CW		17..	BLUE RAMP		22.	WIND CONE
	4.	15/33 MEDIUM INTENSITY RWY LIGHTS (MIRL),		11.	TWY C		18.	YELLOW RAMP		23.	APRON FLOOD LIGHTS
	5.	15/33 REIL AND THRESHOLD LIGHTS		12.	TWY D		19	GREEN RAMP		24.	MANDATORY SIGNS
	6.	15/33 RWY ASSAULT ZONE LIGHTS		13.	MIDFIELD		20.	KEYHOLES		25.	INFORMATIONAL SIGNS
	7.	RUNWAY DISTANCE MARKERS (RDM)	X	14	TWY F		.				

ITEM NO	DISCREPANCY	ITEM NO	DISCREPANCY
14	UNLIGHTED		
21	INCORRECTLY LOCATED (PERM WAIVER APPROVED)		

INSTRUCTIONS: PLACE AN **X** IN BOX FOR ITEM WITH DISCREPANCY, ☑ FOR NO DISCREPANCY. MARK DISCREPANCY LOCATION ON THE AIRFIELD DIAGRAM. DISCREPANCIES NOT CORRECTED WILL BE ADDED ON THE WORK ORDER LOG. FOLLOW UP ON ALL DISCREPANCIES AND DOCUMENT ON THIS FORM UNTIL CORRECTED.



B-5. Daily Checklist

DAILY CHECKLIST

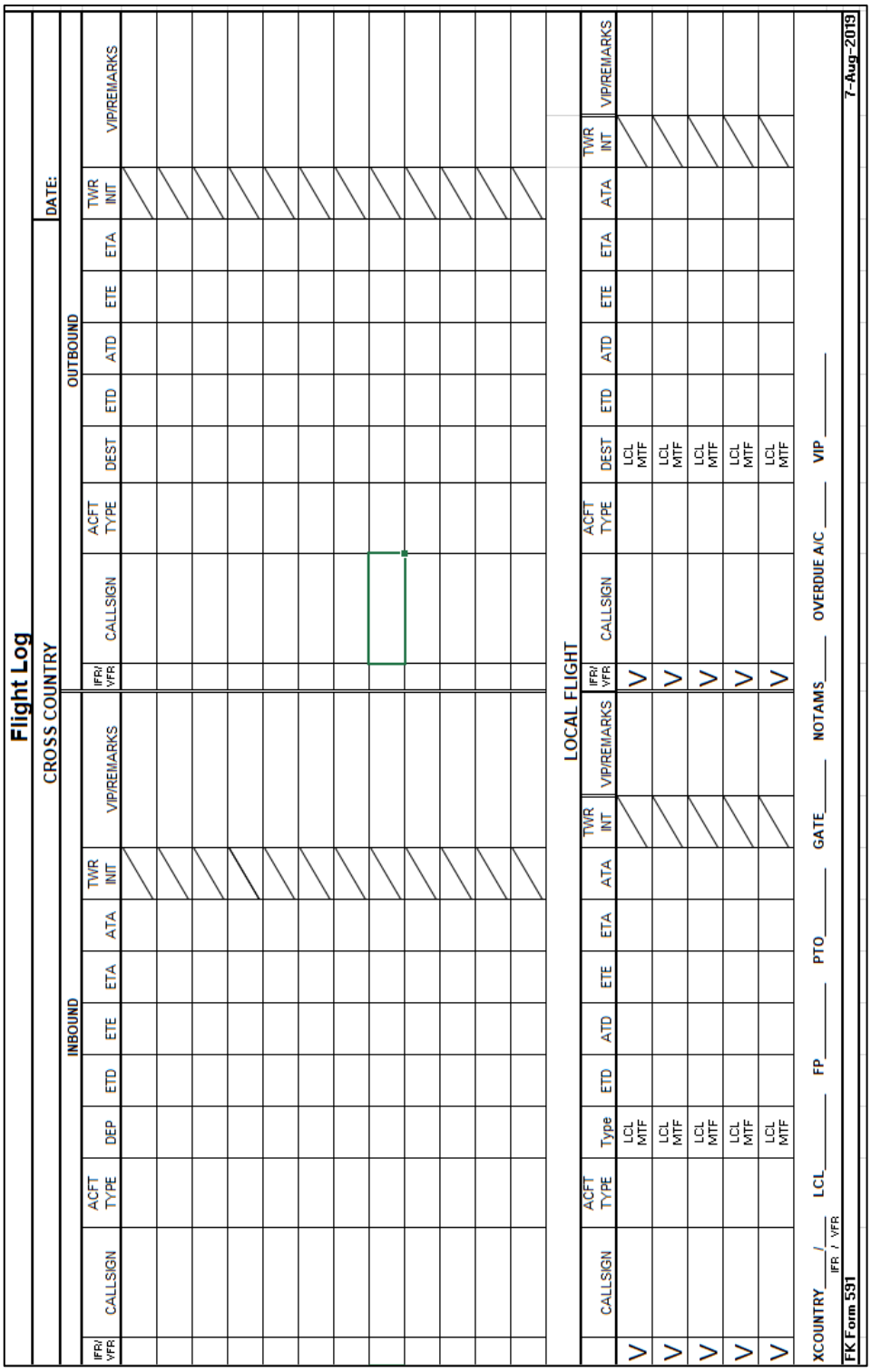
DATE:

OPENING CHECKLIST	INTIALS	LOGGED
1. Unlock all doors - See map for doors (Check for clutter, trash, & ice/snow)	_____	
2. Notify the following agencies of Airfield Operations opening:		
Louisville Approach Control (Direct line)	_____	
Range Control (Direct line)	_____	
Flight Service Station 703-724-4288	_____	
3. Activate TMT/RCV on 133.35 & Train radio.	_____	
4. Check AISR for flight plans.	_____	
5. Verify PPRs were printed yesterday.	_____	
6. Check status of C Twy, Beacon, Obs Lights, & Flood Lights. (On/Off)	_____	_____
7. Validate, print, and post NOTAMS in the flight planning room.	_____	
8. Check Calendar and Godman in-box.	_____	
9. Check for new voicemail messages.	_____	
10. Conduct an Airfield Inspection & Lighting Check. Log on 1594 & sheet	_____	_____
11. Execute SCAS check 0900. Log on 1594 & sheet.		
Weather _____ IOC _____ Gold Vault _____ Avn Div	_____	_____
12. Eyewash Check (Wednesdays)	_____	_____
13. Check on 4 recycle- by fridge, by microwave, 2-by soda (Thursday)	_____	

	Equipment (X – OTS, √ OPNL)	Remarks if needed
	KEYS	
	IVSR CONSOLE	
	AAAS COMPUTER	
	AIRFIELD LIGHTING COMPUTER	
	MOTOROLA HANDHELD RADIOS	
	VOR/ DME & VOR/DME MONITOR	
	SECURITY GATES/ CAMERAS	Camera #1- OTS

CLOSING CHECKLIST	INTIALS	LOGGED
1. Conduct Airfield FOD & WASH check. (Approx 1400)	_____	_____
2. Send PPR Slide & print for next day. (Approx. 1400)	_____	_____
3. Check safe. (Approx 1415)	_____	_____
4. Notify the following agencies of Airfield Operations closing: (Approx 1445)		
Flight Service Station 703-724-4288: (cross-country flight plan)	_____	
ASF Operations 4-5227, (cross-country, MTF, IFR flight plans)	_____	
Tower hand-off	_____	
5. Lock all doors. Weasel keys go to Weather. (Check for clutter & trash)	_____	
6. Complete Traffic Count & log it.	_____	_____
7. Complete Security Checklist (on Dutch door).	_____	
8. Close, sign and print DA Form 1594.	_____	_____
9. Review, bundle & file all logs & forms as listed below. a. DA 1594, Daily Checklist & Airfield Inspection Checklist, Weather Notification b. Flight plans- DD175, FK8175, AISR print out c. Flight Log	_____	_____
10. Turn off all monitors/printers/speakers. Unplug coffee pot.	_____	

B-6. FK Form 591, Flight Log



Flight Log

CROSS COUNTRY — DATE:

INBOUND

IFR/ VFR	CALLSIGN	ACFT TYPE	DEP	ETD	ETE	ETA	ATA	TWR INIT	VIP/REMARKS

OUTBOUND

IFR/ VFR	CALLSIGN	ACFT TYPE	DEST	ETD	ATD	ETE	ETA	ATA	TWR INIT	VIP/REMARKS

LOCAL FLIGHT

	CALLSIGN	ACFT TYPE	Type	ETD	ATD	ETE	ETA	ATA	TWR INT	VIP/REMARKS	IFR/ VFR	CALLSIGN	ACFT TYPE	DEST	ETD	ATD	ETE	ETA	ATA	TWR INT	VIP/REMARKS
V			LCL MTF								V			LCL MTF							
V			LCL MTF								V			LCL MTF							
V			LCL MTF								V			LCL MTF							
V			LCL MTF								V			LCL MTF							
V			LCL MTF								V			LCL MTF							

XCOUNTRY ____/____ LCL_____ FP_____ PTO_____ GATE_____ NOTAMS_____ OVERDUE A/C_____ VIP _____

IFR / VFR

FK Form 591 7-Aug-2019

CRASH CARD

Godman Army Airfield Accident Information

DATE: _____ **TIME:** _____ **INITIALS:** _____
(of person receiving/giving the message)

1. **THIS IS: GODMAN TOWER or GODMAN AIRFIELD OPERATIONS**

2. **WITH AN:** (circle type) **ACTUAL EMERGENCY** **PRECAUTIONARY LANDING**
SIMULATED EMERGENCY **TELEPHONIC EXERCISE**

3. **ALL STATIONS STAY ON THE LINE. HOLD ALL QUESTIONS UNTIL I HAVE FINISHED AND YOUR STATION IS POLLED.**

PASS ALL INFORMATION TWICE

4. **CALL SIGN:** _____ **TYPE AIRCRAFT:** _____

5. **NATURE OF EMERGENCY:** _____

_____

6. **LOCATION:** _____

7. **NUMBER OF PERSONNEL ON BOARD: CREW:** _____ **PAX:** _____**(if given)**

8. **FUEL ON BOARD:** _____ **(IN POUNDS/GALLONS or MINUTES)**

9. **ALL PARTIES RESPOND WITH YOUR INITIALS: (record initials below)**

This section to be completed by Godman Tower or Godman Airfield Operations personnel

PCAS INITIATION INITIALS: TWR _____, FIRE STN #3 _____, 911 CENTER _____, OPS _____.

PCAS TERMINATION INITIALS: TWR _____, FIRE STN #3 _____, 911 CENTER _____, OPS _____.

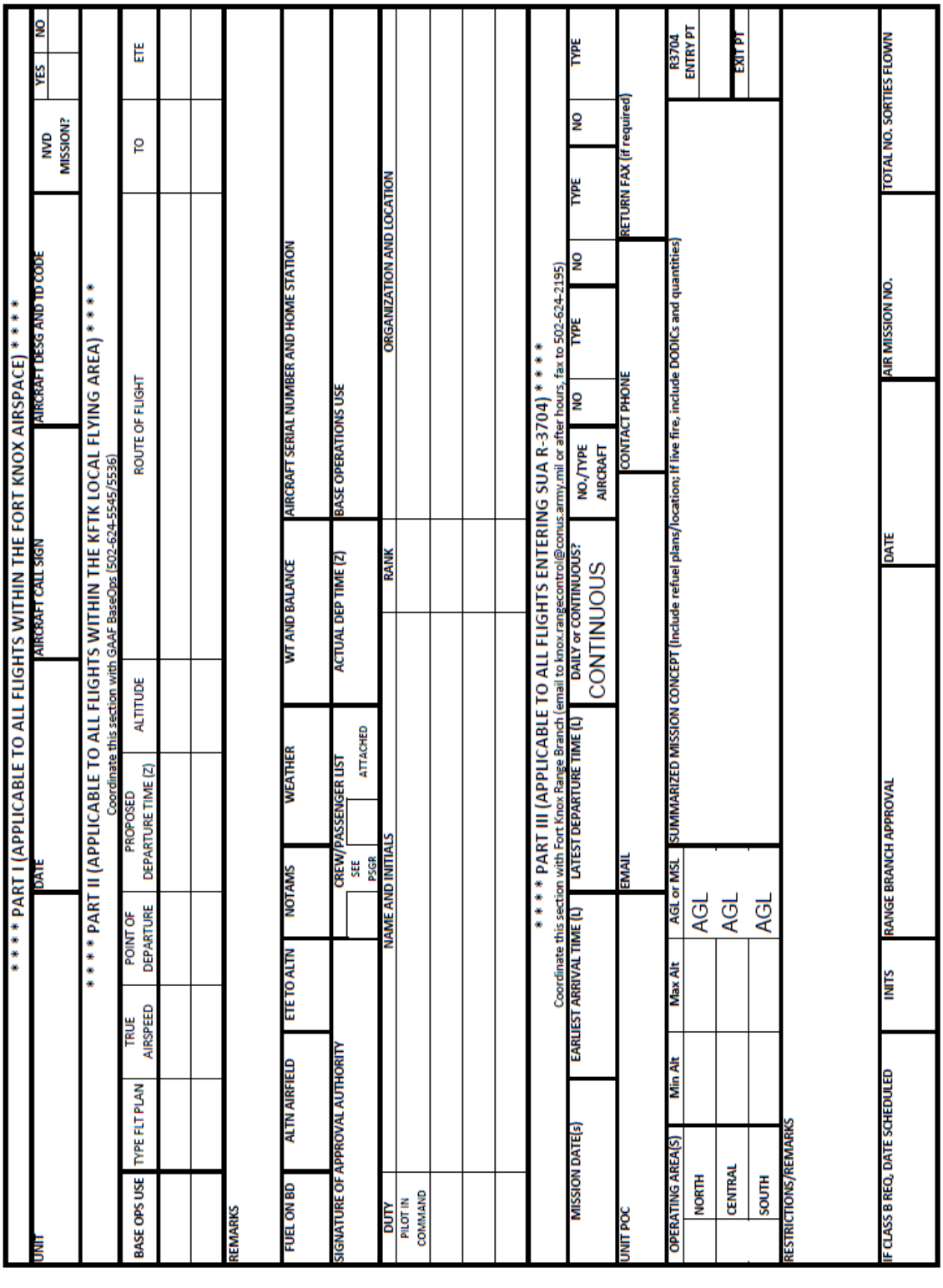
SCN INITIATION INITIALS: WX _____, IOC _____, USBD_____, AVN DIV _____, UNIT_____.

SCN TERMINATION INITIALS: WX _____, IOC _____, USBD_____, AVN DIV _____, UNIT_____.

**** Forward Copy to Airfield Safety Officer**

IMKN-PLA FORM 3-R, (Feb 2019) PREVIOUS EDITION IS OBSOLETE.

B-8. FK Form 8175, Air Mission Request (AMR)



Fort Knox Local Flight Plan/SUA R3704 Air Mission Request

* * * * PART I (APPLICABLE TO ALL FLIGHTS WITHIN THE FORT KNOX AIRSPACE) * * * *

UNIT	DATE	AIRCRAFT CALL SIGN	AIRCRAFT DESG AND TD CODE	NVD MISSION? YES	NO

* * * * PART II (APPLICABLE TO ALL FLIGHTS WITHIN THE KFTK LOCAL FLYING AREA) * * * *

Coordinate this section with GAAF BaseOps (502-624-5545/5536)

BASE OPS USE	TYPE FLT PLAN	TRUE AIRSPEED	POINT OF DEPARTURE	PROPOSED DEPARTURE TIME (Z)	ALTITUDE	ROUTE OF FLIGHT	TO	ETE

REMARKS

FUEL ON BD	ALTN AIRFIELD	ETE TO ALTN	NOTAMS	WEATHER	WT AND BALANCE	AIRCRAFT SERIAL NUMBER AND HOME STATION

SIGNATURE OF APPROVAL AUTHORITY	CREW/PASSENGER LIST SEE ATTACHED PSGR	ACTUAL DEP TIME (Z)	BASE OPERATIONS USE

DUTY	NAME AND INITIALS	RANK	ORGANIZATION AND LOCATION
PILOT IN COMMAND			

* * * * PART III (APPLICABLE TO ALL FLIGHTS ENTERING SUA R-3704) * * * *

Coordinate this section with Fort Knox Range Branch (email to knox.rangecontrol@conus.army.mil or after hours, fax to 502-624-2195)

MISSION DATE(s)	EARLIEST ARRIVAL TIME (L)	LATEST DEPARTURE TIME (L)	DAILY or CONTINUOUS? CONTINUOUS	NO./TYPE AIRCRAFT	NO	TYPE	NO	TYPE	NO	TYPE

UNIT POC	EMAIL	CONTACT PHONE	RETURN FAX (if required)

OPERATING AREA(S)	Min Alt	Max Alt	AGL or MSL	SUMMARIZED MISSION CONCEPT (Include refuel plans/location; If live fire, include DODICs and quantities)	R3704 ENTRY PT
NORTH			AGL		
CENTRAL			AGL		EXIT PT
SOUTH			AGL		

RESTRICTIONS/REMARKS

IF CLASS B REQ, DATE SCHEDULED	INITS	RANGE BRANCH APPROVAL	DATE	AIR MISSION NO.	TOTAL NO. SORTIES FLOWN

FK FORM 8175, AUG 2011

B-9. DA 5484, Mission Schedule Brief

MISSION SCHEDULE/BRIEF

For use of the form, see AR 95-1; the proponent agency is DCS, G-3/5/7 .

DATE*	AC#*	PC*	PI*	CREWMEMBERS*	FLIGHT* COND	MISSION*	ETD /* ETE	INITIALS		RAV*	MS*	REMARKS
								PC	BRIEFER			

LEGEND

FLIGHT CONDITION		MISSION STATUS	MS	* MANDATORY FOR ALL FLIGHTS
1. DAY	4. IMC/SIM IMC	MC-MSN COMPLETE	CX-CANCELED	
2. NIGHT	5. MULTI A/C	NC-NOT COMPLETE AS BRIEFED; SEE REMARKS		
3. ND	6. TERRAIN FLT			

DA FORM 5484, JAN 2006 PREVIOUS EDITIONS ARE OBSOLETE. APD LC v1.00

B-10 Wildlife Animal Strike Hazard (WASH) Form

WASH (Wildlife Aircraft Strike Hazard) FORM

Date	Time (Local)	Aircraft C/S & Type	Runway	Type Wildlife	Damage/Notes

Note: Annotate information in appropriate columns and log on DA Form 1594

Appendix C – Airfield Pavement Evaluation

C-1. Pavement Evaluation Dates

a. Pavement Evaluation completed: Jul 2014

b. Pavement Condition Survey completed: Feb 2018

c. Next Evaluation Due: Feb 2022

C-2. PCN

Runway	Landing Length/Width	Surface Type	PCN
Runway 18/36	5385/150	Asphalt	89/F/A/W/T
Runway 15/33	5053/75	Asphalt	66/F/A/W/T

Taxiway	Width	Surface Type	PCN
Taxiway A	75	Concrete	85/R/B/W/T
Taxiway B	50	Asphalt	67/F/B/W/T
Taxiway C	50	Asphalt	37/F/B/W/T
Taxiway C	75	Asphalt	70/F/A/W/T
Taxiway D	50	Asphalt	70/F/B/W/T
Taxiway D	50	Asphalt	79/F/B/W/T
Taxiway F	75	Asphalt	
Taxiway F	75	Asphalt	43/F/B/W/T

Ramps		Surface Type	PCN
Red			116/F/A/W/T
Blue			28/F/A/W/T
Yellow			9/F/A/W/T
Green			Not surveyed
Keyholes			12/F/A/W/T
VIP		Asphalt	47/F/B/W/T

Appendix D – Airfield Safety Program

D-1. Pre-Accident Plan

The Pre-Accident Plan is found in a stand alone document.

D-2. Operational Hazard Report

a. Preparation. Operational Hazard Reports (OHR), DA Form 2696 is used as a record of information about procedural or materiel operational hazards or unsafe acts before an accident occurs. The OHR will be used within the Army for accident prevention purposes only. The OHR will not be used to report alleged flight violations. Hazards not pertaining to aviation flight safety will be reported on a DA Form 4755. OHRs should be corrected at the lowest level possible. Procedures for completing the OHR can be found in AR 385-90. The following are general instructions:

(1) Item 1. Provide the address of the appropriate Aviation Safety Officer (ASO) within your chain of command.

Aviation Safety Officer
283 Pilot St, Bldg 5220
Fort Knox, KY 40121

(2) Item 2. This information is optional, unless the originator desires a corrective action response. Provide the return military address of the originator.

(3) Item 3 through 9. Check all applicable blocks and complete the required information on the hazards being reported.

(4) Item 10. Fully describe the condition and circumstances of the hazard and evaluate the risk presented.

b. Submission. Any person, military or civilian, employed by the U.S. Army/DOD is authorized to submit an OHR. When completed, the form will be routed through the Facility Chief to the Airfield Safety Officer for hazard address by the appropriate chain of command.

Appendix E – Quick Reaction Checklist

E-1. Purpose

This appendix provides requirements and guidance for the Quick Reaction Checklist to be administered for Godman Army Airfield, Airfield Division, DPTMS, Fort Knox, KY.

E-2. Activation of Primary and Secondary Crash Alarm Systems; Notification Procedures; Retaining Records

a. Emergency Crash Phones

(1) Primary Crash Alarm System (PCAS) - The Primary Crash Alarm is activated by Tower personnel; this alerts (3) locations: Fire Station 3, 911 Center, and Airfield Operations. Incoming calls shall be received on the Primary Crash Alarm phone (RED phone) located on top of console labeled Primary Crash. Activated by Operations when Tower is closed.

(2) Secondary Crash Alarm System (SCAS) - The Secondary Crash Alarm is activated by Airfield Operations. The TAN phone marked Secondary Crash and located on top of the console. It is activated by lifting the receiver; this alerts five (5) locations: Weather Station, IOC, Chief Airfield Division, Hospital Emergency Room, and U.S. Bullion Deposit. After Tower activates the PCAS, Airfield Operations will immediately activate the SCAS, giving specific instructions to each activity or advising them to act IAW their SOP.

(3) The PCAS will be checked daily NLT 0900L by Tower, followed by the SCAS by Airfield Operations; record SCAS/PCAS checks completed in Daily Checks spreadsheet and DA Form 1594. If the Tower is closed, Airfield Operations will conduct PCAS and SCAS checks at 0900L.

(4) In the event some stations do not answer, those stations shall be contacted by whoever activated the system by landline phone.

b. Notification Procedures

(1) Actual/Exercise/Off Post Emergency Notification: In addition to those listed on SCAS, the Air Traffic Assistant shall notify: Airfield Operations Officer, Safety Officer, and Unit Operations of Aircraft assignment. If requested by Airfield Operations Officer, notify DPTMS/G3 when actual emergency occurs.

(2) Carry out other duties as outlined in the Aviation Pre-Accident Plan and/or Airfield Emergency Plan, regulations, directives and SOP.

(3) Log all actions on DA Form 1594 (Daily Staff Journal).

c. Records

Accidents/incidents occurring in the movement and safety areas: 12 consecutive calendar months.

E-3. Bomb Threat

a. All bomb threats and threats of hostile action against the airfield real property will be processed and forwarded to military police immediately after receipt.

Note: After the call leave the phone off the hook and report call to the Military Police Desk at 624-0911. Pass on the collected information listed below.

b. Attempt to obtain answers to the following questions concerning the threat:

(1) When is bomb going to explode? _____

(2) Where is it right now? _____

(3) What does it look like? _____

(4) What kind of bomb is it? _____

(5) What will cause it to explode? _____

(6) Did you place the bomb? _____

(7) Why? _____

(8) What is your address? _____

(9) What is your name? _____

(10) What was the exact wording of threat? _____

_____

(11) Sex of the caller: ___ Race: _____ Age: _____ Length of call:_____

Time of call: _____ Date: ___/___/___

(12) Characteristics of Caller's voice: _____

(13) Were there any background sounds heard while on the phone with the caller?

E-4. Fire

a. Dail 911. In the event of a structure fire on the airfield, evacuate all personnel from the structure and do not re-enter the structure to fight the fire. Personnel will advise the first responding fire units of any need to mount a rescue effort for missing personnel or advise all personnel are accounted for and fire suppression efforts can commence immediately.

b. Report to the assigned assembly area**.** Do not attempt to evacuate property or classified materials. Each building has an assembly area assigned for emergencies. Do not endanger yourself in a rescue attempt. Gather accountability of personnel. Your supervisor must account for you. Remain in the assembly area until released. Assist with directing responding fire units to the incident site.

(1) Building 5220 (Hangar 1). Assembly area is across Pilot Street from the hangar in the center parking lot. In case of inclement weather, assemble in the bay of Fire Station #3.

(2) Building 5225 (ATC Tower). Assembly area is Hangar 5220.

c. In all cases notify at least one of the following personnel: Airfield Manager at W 624-8155, Airfield Operations Officer at W 624-5813 or C 270-312-6369, or the Airfield Safety Officer at W 624-8073 or C 912-856-6823.

E-5. Facility Evacuation and Shelter-in-Place Procedures

a. Facility Evacuation:

(1) Personnel assigned to Airfield Division, DPTMS, work in two buildings on Godman Army Airfield. Some elements of the evacuation plan are common to both buildings while other elements are particular to each one. To determine the evacuation plan for your location, follow the steps listed below.

(2) Common Evacuation Plan:

(a) Alert employees verbally, by telephone, or by email of the danger and **Exit the building as quickly as possible**.

Building 5220 (Hangar 1):
Airfield Manager at W 624-8155 or C 270-312-6369.
Airfield Safety Officer at W 624-8073 or C 912-856-6823
Airfield Operations Officer at W 624-5813 or C 907-244-9640
Weather at W 624-4869/5517/5653
POL at W 624-7763/2763
Dyncorp at W 624-4642
C Co. 6-52 (C12) at W 624-1724

Building 5225 (ATC Tower):
ATC Chief at W 624-2647
Tower Cab at W 624-1717/7513
ATC Maintenance at W 624-1542

(b) Report to the assigned assembly area**.** Do not attempt to evacuate property or classified materials. Each building has an assembly area assigned for emergencies. Do not endanger yourself in a rescue attempt. Gather accountability of personnel. Your supervisor must account for you. Remain in the assembly area until released.

1 Building 5220 (Hangar 1). Assembly area is across Pilot Street from the hangar in the center parking lot. In case of inclement weather, assemble in the bay of Fire Station #3.

2 Building 5225 (ATC Tower). Assembly area is Hangar 5220.

b. Shelter-in-Place Procedures

(1) In the event instructions are received to **"Shelter-In-Place"**, follow the following procedures.

(2) Notify Airfield Manager at W 624-8155 or C 270-312-6369, or the senior person present to advise him/her of the current situation requiring the Shelter-in-place.

(3) Airfield Operations personnel to lock down Hangar 5220.

(4) Monitor television/radio broadcasts, as well as Knox Info and computer alerts for emergency messages and updates, and pass information forward to Airfield Manager as necessary.

E-6. Emergency Locator Transmitter Response

a. When Tower or Airfield Operations pick up an ELT on designated emergency frequencies, the following actions will occur.

b. Airfield Operations will request tenant aviation units to conduct a ramp check to look for the activated ELT.

c. If the ELT is found, Tower will confirm that the emergency frequency is clear.

d. If not found, the US Air Force Search and Rescue center will be contacted at 1-800-851-3051.

Airfield Operations will annotate all information pertaining to the ELT activation on the Daily Staff Journal .

Note: The first 5 minutes of each hour are designated for ELT testing.

E-7. Overdue Aircraft

Definition: As per 7110.10, Chapter 8-1-2, Overdue Aircraft on Flight Plan. “Consider an aircraft on a VFR or DVFR flight plan overdue when it fails to arrive 30 minutes after its ETA and communications or location cannot be established”.

Obtaining Information - Upon receiving information of an overdue aircraft, make every effort to locate the aircraft by first initiating a ramp search. If the ramp search is negative then initiate a communications search: Call the Tower, Range Control or SDF, as appropriate. Call last reported station before FTK, Aircrew Ops, or POC on the PPR list. If communications search fails to locate aircraft, notify Washington HUB @ 703-724-4288/4338/4350/4225.

a. Section 2. Overdue Aircraft Action (See FAA 7110.10, Chapter 8, Section 2). Initial Action- QALQ

(1) As soon as a VFR/SVFR aircraft (military or civil) becomes overdue, the destination tie-in facility/sector (including intermediate destination tie-in facilities for military aircraft) must attempt to locate the aircraft by checking the destination airport and all adjacent airports that could accommodate the aircraft. Check appropriate ATCT facilities and ARTCC sectors through the area manager. If this communications search does not locate the aircraft, send a QALQ to the departure tie-in facility/sector and, when appropriate, the DUAT vendor or facility where the flight plan information is on file.

(2) If it is determined by the flight service specialist that the local field search cannot be completed before the INREQ transmission time, the QALQ must be transmitted in time to receive the information for the INREQ message. The local field search must continue without reference to time until completed.

(3) Use of long distance telephone in carrying out SAR responsibilities is authorized when appropriate.

(4) Upon receipt of a QALQ message from the destination tie-in facility concerning a flight for which a proposed flight plan was transmitted, the facility which transmitted the proposal must immediately transmit a message to the destination tie-in facility containing all information not previously sent. The flight plan information After a local airport check, no further search action is required of the facility which transmitted the proposal, and no further messages will be received by this facility unless the search area extends into its flight plan area.

(5) Automated systems will accept properly formatted QALQs, INREQs, ALNOTs, INCERFAs, ALERFAs and DETRESFAs and place them on the Search and Rescue list. A SAR alert may be generated at designated workstations. SAR messages must be deleted from the SAR list when the SAR is cancelled.

b. Action by Departure Station on Receipt of QALQ.

(1) Upon receipt of the QALQ inquiry, the departure tie-in facility must check locally for any information about the aircraft, and take the following action:

(2) If the aircraft is located, notify the destination facility. The destination tie-in facility will close the flight plan and cancel the QALQ.

(3) If unable to obtain additional information transmit a message to the destination tie-in facility containing all information not previously sent. Include any verbal or written remarks made by the pilot which may be pertinent to the search. The data transmitted may be obtained from the flight plan information or any other pertinent information located in the history files. The QALQ reply must be properly formatted for automated processing.

Note: OASIS facilities, retrieve data from the history files using the SAR Search dialog box, format the message and transmit using the Transmit Search and Rescue dialog box.

c. Cancellation of the QALQ. If the aircraft is located by the destination facility after the QALQ is sent, transmit a cancellation message addressed to all recipients of the QALQ.

E-8. Aircraft Bailout

During an actual aircraft bailout, Tower or Airfield Operations will contact Range Control for Range and Impact Area closure.

E-9. Fuel Jettison

Fuel jettison is not authorized over GAAF. If fuel is inadvertently jettisoned over GAAF contact:

EMD Spill Prevention & Response: 502-624-6057

E-10. Hot Brakes

A hot brakes condition may or may not be considered an emergency requiring activation of the Primary Crash Alarm System. This determination will be made by the aircrew. For aircraft experiencing hot brakes on GAAF, the pilot will report the situation to Tower or Airfield Operations and inform as to whether the condition is an emergency or not.

a. If an emergency, Tower or Airfield Operations will have the aircraft stop when safe to do so and immediately activate the Primary Crash Alarm, initiating First Responders into action.

b. If not an emergency condition, Tower or Airfield Operations will direct the aircraft to parking and engine shut-down.

E-11. Unscheduled/Unauthorized Aircraft Landings

All civilian aircraft landing at GAAF are required to have an approved CALP on file prior to arrival. Aircraft arriving GAAF without a CALP on-file will be considered an unapproved landing. Unapproved landings fall into 3 categories, Emergency Landings, Inadvertent Landings, and Intentional / Unapproved Landings.

Exemptions:

a. Emergency Landings – Any aircraft operator that experiences an in-flight emergency.

b. Inadvertent Landings – A landing where the aircraft operator has landed due to in-flight disorientation or mistaken GAAF for a civilian or an authorized airport. If the inadvertent landing was made by a student pilot, the student pilot's flight instructor must fly the aircraft off of GAAF.

c. Intentional Unapproved Landings - A landing at GAAF by an operator not in an exempt category and who has not obtained prior approval, e.g.:

(1) Landed without prior approval or does not have an approved CALP on-file.

(2) Landed for a purpose not authorized on the CALP.

(3) Landed in an aircraft not listed on the CALP.

(4) Landed in an uninsured or under-insured aircraft.

(5) Landed after being told via radio communications not to land at GAAF.

d. Airfield Operations will:

(1) Notify the Airfield Manager at W 624-8155 or C 270-312-6369.

(2) Coordinate with Tower (when open) to direct unauthorized aircraft to the Green Parking Ramp.

(3) Notify Fort Knox Provost Marshall Office at 624-6852. Provost Marshall will be requested to search aircraft for explosives and drugs. Provost Marshall remains with pilot until aircraft is released to Airfield Operations.

(4) Ensure pilot provides a sworn statement pertaining to the unapproved landing prior to departure.

(5) Ensure proper flight plan information is on file prior to aircraft departure.

(6) Use unapproved landings checklist and annotate pertinent entries on the Daily Staff Journal.

e. Godman Tower will: (Airfield Operations when Tower is closed)

(1) Attempt radio communication with inbound aircraft. Ensure pilot is aware of airfield restriction to civilian air traffic.

(2) Upon arrival of the unapproved aircraft, direct the aircraft to the Green Parking Ramp. The aircraft will shut down and the tower will inform the occupants to remain in the aircraft until the MPs arrive.

(3) Provide a statement pertaining to the unapproved landing when requested by the Airfield Manager.

E-12. Unlawful Seizure of Aircraft or Hijack

Sabotage, hijack incidents and other interference with operations on GAAF.

a. Sabotage**:** Definition as per AR 381-12: An act or acts with the intent to injure or interfere with, or obstruct the national defense of a country by willfully injuring, destroying, or attempting to destroy any national defense or war material, premises, or utilities, to include human and natural resources. When sabotage is suspected Airfield Operations will immediately contact the Military Police by dialing 911. If sabotage is confirmed, the Chief, Criminal Investigation Division will also be contacted at 624-2895 or 624-3199.

b. Hijack Incidents:

(1) If an aircraft is known to be in the process of being hijacked and the aircraft is still on the ground, personnel should remain clear of the hijacked aircraft on the ground and immediately contact the Military Police and CID to handle the situation.

(2) If unable to prevent the aircraft from departing the airfield, notify Louisville Approach Control via direct line to track the aircraft after departure if possible and relay the following: Aircraft type, aircraft tail number, aircraft color, personnel on board, fuel on board, transponder code the departing aircraft may be squawking.

(3) Fort Knox IOC should be notified of the situation at 624-2701/5151.

(4) In all cases notify at least one of the following personnel: Airfield Manager at W 624-8155 or C 270-312-6369, Airfield Operations Officer at W 624-5813 or C 907-244-9640, or the Airfield Safety Officer at W 624-8073 or C 912-856-6823.

E-13. Lost Communications, Alternate Communication Procedures (If primary mode of communications fails)

In the event of lost communication on or within Godman Army Airfield Class D/E airspace the following procedures will be followed:

a. Aircrews will exercise good judgment and should not be reluctant to exercise emergency procedures if required.

b. If two way communication is unable to be restored, Airfield Operations should expect aircrew to land as soon as practicable.

Note: Aircrews transponder code will be set to 7600. Once aircraft lands safely, annotate in the Daily Staff Journal.

E-14. Loss of Electrical Power in Facility and Airfield

a. For a power outage affecting the airfield, and/or airfield lighting, Airfield Operations will notify GINN Group at 4-1171

b. Report outage of NAVAIDS to ATC Maintenance at W 624-1542 or C 502-827-0203. Electronics Technicians will have one hour to try to repair the outage. If outage cannot be repaired within two hours, Airfield Operations will NOTAM the affected NAVAIDS out of service

c. If Tower is open, report NOTAMed outage to them and ask that the outage and restrictions be added to the Automatic Terminal Information Service (ATIS), during the delayed reporting period.

d. If Tower is not open, Airfield Operations will annotate the outage, and contact the Airfield Manager at W 624-8155 or C 270-312-6369, or Airfield Operations Officer at W 624-5813 or C 907-244-9640.

E-15. Force Protection Condition Procedures

a. RAM notifications are sent out to Airfield Division by the IOC.

b. Force Protection guidance is in AR 190-13.

c. Located on GAAF server under Avn_Ops --- Ops Files --- Ops Forms --- Monthly RAM Measures. (Not included in this document due to OPSEC concerns)

d. FPCON posted on all doors

E-16. Hurricane Conditions Procedures. N/A

E-17. Bird/Wildlife Strike Hazard Repsone (WASH)

a. During daily airfield inspections and checks: the inspector observes, reports and disperses wildlife on or near the airfield as necessary..

b. Airfield Operations will:

(1) Based on observation or reports of wildlife activity, during normal hours of operation, Monday through Friday, the inspector will recommend a Wildlife Watch Condition (WWC) to the Airfield Manager at W 624-8155 or Airfield Safety Officer at W 624-8073 or C 912-856-6823.

(2) Post the current WWC in the flight planning room for aircrews and transient personnel to see. Submit NOTAM if warranted.

(3) Log all wildlife strike incidents and when time permits, notify the Airfield Manager, Airfield Safety Officer, and Airfield Operations Officer as soon as practical.

(4) Recover wildlife remains after a strike for pick-up and identification by DPW environmental (fish and wildlife) personnel.

(5) Receive a report of a wildlife aircraft strike mishap from the pilot or other personnel and submit to the ASPM to enter the data online at the US Combat Readiness Safety Center through (Report-It). Report-It is the centralized mechanism for collecting injury, illness and loss reports to help the Army meet its applicable regulatory requirements and effectively manage its safety and occupational health program. Army Safety Management Information System Revised (ASMIS-R), is necessary to reduce accidental loss. This automated incident reporting system will meet the functional needs of both command organizations and users. It will also improve regulatory compliance by offering a single, standard, and efficient process for reporting incidents.

(6) Maintain daily records of wildlife activity and harassment (responses of birds/wildlife to control activities and number of birds/wildlife shot/dispersed).

E-18. Weather Warning/Advisory Procedures

a. Weather Services are provided by Fort Knox Weather Operations, as prescribed in Joint Regulation AR 115-10/AFI 15-157.

b. If there is lightning reported within 5 NM of GAAF all refueling/defueling and any on-going operations must cease.

c. When a Weather Advisory/Watch/or Warning is issued operations personnel will verify receipt with ASF and transient units operating on GAAF. All other offices receive notification through automated methods. (Refer to the Severe Weather Notification Checklist).

E-19. Hung Ordnance and Hot Gun Procedures

a. IAW FK 95-1, landings with live ammunition at GAAF will be only as a LAST RESORT. Emergency situations may require aircrews to expend ordinance and/or jettison the armament systems within the impact areas of R-3704 before returning to the airfield. Impact armament jettisoning primary location is FG 0450 9300; secondary location is FG 0400 9750. Aircrews should verify ranges are in a cease fire status prior to over flight of the impact area.

b. As a last resort, if an aircrew makes an emergency landing at GAAF with live ammunition, the aircrew will park the aircraft facing a 005 to 010 heading at the approach end of Runway 18. Airfield Operations personnel will contact the IOC at 624-2707 and Range Control at 624-1447. Also contact the Airfield Manager at W 624-8155, C 270-312-6369, Airfield Operations Officer W 624-5813 or C 270-312-6369 or the Airfield Safety Officer at W 624-8073 or C 912-856-6823.

c. Airfield Operations will contact the aircraft's unit. The unit will be responsible for disposal and transportation of any ordnance after the unit armament crew has removed the ordnance from the aircraft. Security and accountability of the ordnance remains a unit responsibility.

d. Godman Airfield is not capable of loading or unloading explosive or hazardous materials, to include small arms ammunition.

E-20. MEDEVAC Arrivals/Departures

a. MEDEVAC – see GAAF Pre-Accident Plan (25 Feb 2019). Fort Knox receives air ambulance services from Air Methods Kentucky, a civilian contracted air ambulance company. In the event of an emergency, activate the Aviation Pre-Accident Plan. If requested by Incident Commander or Medical Authority, call Air Methods Kentucky, 1-888-729-9111/1-800-678-9811.

b. GAAF is the only approved instrument landing facility on Fort Knox. The aircraft pick up point is located on the fixed wing transient pads. Pre-position/stage ambulance at the south end of bldg. 5220.

E-21. Snow and Ice Removal Procedures

a. After normal operating hours Airfield Operations will contact the Airfield Manager or Airfield Operations Officer and provide runway conditions. The Airfield Manager or Airfield Operations Officer will provide adjusted priorities to the IOC at 624-2707 during a winter storm (pre-treating/clearing of runway) for forwarding to the DPW Operations (based on inbound/outbound aircraft). Notify IOC on closing the airfield.

(1) Priority 1 parking areas affecting GAAF: GAAF (Access Road – Green)
(2) Priority 2 parking areas affecting GAAF: GAAF (Runway/Taxiway/Ramp)

b. Airfield Operations personnel will clear walkways and drive way around Bldg. 5220.

For detailed information regarding the All Severe Weather Plan for Fort Knox see Appendix 1 (Winter Storms) To Hazard Specific Annex A (All Severe Weather Plan) To OPLAN 1-12, Installation Emergency Management Plan.

E-22. Reduced Fire and Crash Rescue Response Capability

a. Aircraft Rescue and Fire Fighting Operation Requirements.

b. Assault strip operations on Runway 15/33, parachute operations, emergency procedure training by all aircraft, and de-fuel operations are prohibited when crash rescue services are unavailable.

c. Fire Department will contact Tower and Airfield Operations anytime Aircraft Crash Fire & Rescue equipment departs the airfield.

Appendix F- Airfield Inspection

F-1. Procedures for Conducting Airfield Inspections and Checks.

The purpose of airfield inspections/checks is to ensure the airfield is safe and capable of supporting the aviation mission. Airfield inspedctions are broken into four (4) areas of interest: Obsticle Clearance, Habitat management, Lighting check and airfield markings, signs, and pavement areas. Airfield Operations personnel shall conduct all inspections/checks of the airfield IAW AR 95-2, appendix C (Class A Runway) and TC 3-04.16. The Airfield Operations Officer will immediately schedule repairs for any condition not in compliance with the Unified Facilities Criteria (UFC). He/she will also inform the Airfield Manager of any action requiring the assistance of non-airfield staff.

Mandatory Inspections and Checks will start no later than 0730 local. The start and completion time will be recorded on the DA Form 1594 Daily Staff Journal.

Note: If short staffed, Airfield Operations personnel will ask for assistance from the airfield staff to conduct the inspection. At a minimum runway checks and runway clear zones must be inspected. Any area not inspected will be logged on the Daily Staff Journal.

F-2. Procedures for Determining Runway Surface Condition (RSC)/Runway Condition Reading (RCR)

Note: During snowy conditions, If no PPRs or scheduled flights, use good judgement on the frequency of your checks based on PPRS and scheduled flights, this will prevent packing the snow and result in faster melting. If not taking an actual runway condition reading, drive on the side of the runway/taxiway.

At the onset of inclement weather that will change the surface condition for aircraft braking, the Airfield Operations Officer and/or Air Traffic Assistant will conduct Braking Action Reports. This will be reported to the Weather Station, Tower, and Approach Control , and will be logged on the DA Form 1594 Daily Staff Journal. The Braking Action Report will be conducted every hour if conditions are medium. A report will be conducted once every half hour for reports of medium to poor or below. This will be conducted until a report of good is obtained.

a. Determining RSC and RCR. Estimate and report RSC to the nearest 1/10 of an inch according.

Note: Pilots determine braking action for slush and wet runways from aircraft technical order data.

(1) Wet Runway: When water is the only form of visible moisture on 25 percent or more of the runway surface area, report the RSC as "wet runway" and no RCR.

Note: Regardless of a Wet or Dry RSC, report the existence, location and depth of any standing water (ponding, water patches, puddles, etc.).

(2) Slush on Runway: When slush is on the runway and ice or snow is not present, report the RSC as "slush on runway". Do not report an RCR.

(3) Ice or Snow on Runway: For single type surface runway, determine the predominant RSC and the average RCR, when applicable, for the covered portions of the runway.

Note: When using friction measuring equipment, round down if the reading is not a whole number (e.g., Reading 11.2, indicate 11; for 11.8, indicate 11).

(4) Water or Slush and Ice on Runway: When water or slush is present on an ice-covered runway, report the predominant RSC. Determine the RCR or use the value 12, whichever is lower.

(5) Runway Partially Covered with Ice or Snow: When the runway is partially covered with ice or snow, determine:

(a) One RSC for those parts of the runway that are completely covered.

(b) An RSC for the rest of the runway.

(c) An average RCR that is representative of those parts of the runway that are completely covered with snow or ice.

(6) Determine and report ramp and taxiway surface and friction readings as required.

b. Reporting Runway Conditions

(1) Pass RSC and RCR data to Control Tower, Weather and IOC as a minimum.

(2) Airfield Operations Officer determines if additional agencies should receive notification. When requested, Airfield Operations will provide Control Tower and SDF TRACON facility with ICAO braking action remarks (GOOD TO MEDIUM, MEDIUM, MEDIUM TO POOR, POOR, OR NIL) as outlined in the Flight Information Handbook or Enroute Supplement for each value reported.

(3) Send a NOTAM to report the surface condition (other than Dry) and/or friction reading for the following areas:

(a) Runways.

(b) Taxiway and Ramp areas as required.

(c) Other information essential to safe operations.

(d) When chemicals are being applied to airfield pavements

c. Conducting RSC and RCR Checks.

(1) When the RSC is reported as Wet or Slush and the possibility of freezing conditions exist, RCR checks are required.

(2) When the RCR is 12 or less, accomplish RCRs as frequently as normal flying operations allow and/or before each aircraft landing during decreased flying operations.

(3) During rapidly changing conditions (e.g., increased snow fall, treatment of landing/taxiing surfaces, temperature changes, etc.) RSC and RCR checks must be conducted more frequently to ensure aircrews are provided with the most timely and accurate information.

Appendix G- Airfield Lighting Chart

	Lighting System	Component Types	Allowable Outages	Notes:
1a.	SSALR	Overall System	15% lamps out (random), 2 lamps out in 5 light bar; 1 light bar out.	1, 2, 3, 4
1b.		5-lamp bar	2 lamps out	1
1c.		Threshold bar (where existing)	3 lamps out	1
1d.		1000- foot bar	3 lamps out	1
1e.		Terminating bar	2 lamps out	1
1f.		Centerline bars	2 lamps out in 5	1
2a.	ODALS	Omni Directional ALS	1 unit out	1, 2, 3, 4
2b.		Lead-In lights	1 lamp out in 3 lamp group	1, 2
3.	PAPI		1 lamp out	1, 2, 3
4	REIL	Operational	None	1, 2, 3
5	Fixed Obstruction Lights	Operational	None	1, 2, 3, 4
6a.	Runway Threshold		25% light out	Note: 25% lights out is for VFR or non-precision IFR runways. For precision runways use Approach Lighting System allowable outage. 1, 2, 3, 4
6b.	Runway Edge		• 15% random lights out. • Complete Left or Right side.	Note: 25% lights out is for VFR or non-precision IFR runways. For precision runways use Approach Lighting System allowable outage. 1, 2, 3, 4

7.	Taxiway Edge		15% lights out	Taxiway edge lights taxiway edge reflectors and taxiway centerline lights along low-visibility route. No two adjacent lights or reflectors unserviceable. 1, 2, 3, 4
8.	Rotating Beacon		None	1, 2, 4

Notes: When allowable outages are exceeded, Ops personnel must take the following actions:

1. Document and report “ALL” outage to Airfield Management and Ginn Group (Airfield Lighting), and ATC Maintenance for correction.
2. Issue a NOTAM and make notifications.
3. Turn off affected lighting system. Notify Airfield Manager, Airfield Operations Officer, and Safety Officer as necessary.
4. Notify Airfield Manager or AT&A to determine impact to instrument procedures.

Note: The Army doesn’t have clear guidance on lighting outages. The above table is an AF guideline tailored to fit Godman AAF lighting systems.

Appendix H – Godman Army Airfield Operating Procedures when Airfield Operations and/or Tower are Closed

Godman Army Airfield (GAAF) will operate as an uncontrolled military airfield with unmonitored NAVAIDs and pilot controlled lighting on RWY 18/36. In the event of a crash on or near GAAF, any person observing the crash should call 911 and report the crash with as much details as possible. The GAAF Pre-Accident Plan will be activated and this plan has been distributed to all key departments and personnel. The following procedures will apply to transient and tenant aviation units operating at GAAF.

Note: The GAAF Pre-Accident Plan is maintained separately.

H-1. Airfield Operations and Tower Closed

The following control measures are to be implemented at GAAF when both Airfield Operations and Tower are closed:

a. Aircraft operations and mix. Aircraft will operate IAW AR 95-1, FK Regulation 95-1, IFR Supplement, and Federal Air Regulations (FAR's) for an uncontrolled military airfield, with high emphasis on communicating on established CTAF.

(1) Airplane types approved for operations at GAAF during closure hours are C-17, C-130 and smaller. C-17 and C-130 aircraft are limited to a maximum of 2, and smaller airplanes are limited to a maximum of 3 (regardless of type).

(2) All helicopter types are approved for operations at GAAF during closure hours. Any number of helicopters are approved to arrive, depart or conduct closed traffic.

(3) Approved aircraft mix for arrival, departure and closed traffic are:

(a) Aircraft mix: 4 aircraft (2 fixed wing aircraft maximum).

(b) Helicopter only: no limit, operate in accordance with unit SOP.

(c) Fixed wing aircraft only: 3 maximum.

(4) Other operations allowed.

(a) Sling load training operations at GAAF when Tower is closed are authorized in I and J sods, see FK 95-1 for details.

(b) Hoist operations are authorized in H, I, and J sods.

(5) Operation Restrictions.

(a) For the Pattern. Tactical approaches by C-130 aircraft are limited. Some non-standard maneuvers and flight patterns would create an unacceptable level of risk in an uncontrolled airfield environment.

(b) Use of runways 15/33 is not authorized at night for unaided aircraft due to the lack of pilot controlled lighting.

b. Notification/approval to conduct aircraft operations. This will be used for operations that are outside of arrive, depart or closed traffic. Units must submit their request to the Airfield Operations Officer 10 days prior to the exercise/operation i.e. FARP, Fat Cow, off load exercises, etc. Implementation may be delayed until written approval is received.

c. Flight activity scheduled dissemination.

(1) Prior Permission Required (PPR's) continue to be required of all transient aircraft operating at GAAF. The PPR schedule will be sent to the IOC, DES, POL, and Weather so they will be aware of transient aircraft operating at GAAF regardless of operating hours.

(2) All tenant units will submit flight schedules weekly to Airfield Division.

d. Use of GAAF by UAS and for parachute operations. These operations are forbidden during hours when the Tower is closed IAW AR 95-1, 95-23.

e. Procedures to follow in the event of an aircraft accident/airfield accident/incident. Anyone witnessing an aircraft accident on or near GAAF will immediately call 911 and report the accident with as much details as possible. The 911 Operator will make all of the required notifications IAW their SOPs and the Airfield Notification Tree. After released by the approval authority, units will provide assistance and take charge of the accident site for their aircraft. GAAF is closed to all operations after the accident until the Airfield Manager or designated representative reopens GAAF.

f. Airfield checks and airfield inspections. Airfield checks and inspections will not be performed while airfield operations is closed. Aircraft will operate on GAAF at their own risk.

g. Procedures/authority to close/suspend aircraft operations during closure hours. Upon notification, the Airfield Manager or designated representative have the authority to close GAAF or portions thereof because of an aircraft accident/airfield accident/incident, snow/ice conditions or other conditions that may warrant closure.

h. NOTAM actions. NOTAMs may not be readily available or up to date when airfield conditions change.

i. Other restrictions.

(1) There is no vehicles access to Godman Army Airfield after 1500L Monday through Friday, weekends or holidays. Vehicle ground traffic is not authorized on any movement area. Exception is Emergency response vehicles only.

(2) Personnel entry through walk through gates will be conducted IAW Garrison Airfield Access Policy.

H-2. Airfield Operations Open and Tower Closed

The following control measures are to be implemented at GAAF when Airfield Operations is open and Tower closed:

a. Aircraft operations and mix. Aircraft will operate IAW AR 95-1, FK Regulation 95-1, IFR Supplement, and Federal Air Regulations (FAR's) for an uncontrolled military airfield, with high emphasis on communicating on established CTAF.

(1) Airplane types approved for operations at GAAF during closure hours are C-17, C-130 and smaller. C-17 and C-130 aircraft are limited to a maximum of 2, and smaller airplanes are limited to a maximum of 3 (regardless of type).

(2) All helicopter types are approved for operations at GAAF during closure hours. Any number of helicopters are approved to arrive, depart or conduct closed traffic.

(3) Approved aircraft mix for arrival, departure and closed traffic are:

(a) Aircraft mix: 4 aircraft (2 fixed wing aircraft maximum).

(b) Helicopter only: no limit, operate in accordance with unit SOP.

(c) Fixed wing aircraft only: 3 maximum.

(4) Other operations allowed.

(a) Sling load training operations at GAAF when Tower is closed are authorized in I and J sods, see FK 95-1 for details.

(b) Hoist operations are authorized in H, I, and J sods.

(5) Operation Restrictions.

(a) For the Pattern. Tactical approaches by C-130 aircraft are limited. Some non-standard maneuvers and flight patterns would create an unacceptable level of risk in an uncontrolled airfield environment.

(b) Use of runways 15/33 is not authorized at night for unaided aircraft due to the lack of pilot controlled lighting.

b. Notification/approval to conduct aircraft operations. This will be used for operations that are outside of arrive, depart or closed traffic. Units must submit their request to the Airfield Operations Officer 10 days prior to the exercise/operation i.e. FARP, Fat Cow, off load exercises, etc. Implementation may be delayed until written approval is received.

c. Flight activity scheduled dissemination.

(1) Prior Permission Required (PPR's) continue to be required of all transient aircraft operating at GAAF. The PPR schedule will be sent to the IOC, DES, POL, and Weather POC's so they will be aware of transient aircraft operating at GAAF regardless of operating hours.

(2) All tenant units will submit flight schedules weekly to Airfield Division.

d. Use of GAAF by UAS and for parachute operations. These operations are forbidden during hours when the Tower is closed IAW AR 95-1, 95-23.

e. Procedures to follow in the event of an aircraft accident/airfield accident/incident. PCAS and SCAS will be activated IAW the GAAF Pre-Accident Plan.

f. Airfield checks and inspections: Airfield checks and inspections will be conducted by Airfield Operations personnel IAW established guidance.

g. Procedures/authority to close/suspend aircraft operations during closure hours. Airfield Operations has the authority to close GAAF because of an aircraft accident/airfield accident/incident or snow/ice conditions.

h. NOTAM actions. NOTAMs are available and issued by Airfield Operations.

i. Other restrictions.

(1) There is no vehicles access to Godman Army Airfield after 1500L Monday through Friday, weekends or holidays. Vehicle ground traffic is not authorized on any movement area. Exception is Emergency response vehicles only.

(2) Personnel entry through walk through gates will be conducted IAW Garrison Airfield Access Policy.

H-3. Tower Open and Airfield Operations Closed

The following control measures are to be implemented at GAAF when Tower is open and Airfield Operations closed:

a. Aircraft operations and mix. Aircraft will operate IAW Class D procedures.

(1) Other operations allowed.

(a) Sling load training operations are authorized in I and J sods.

(b) Hoist operations are authorized in H, I, and J sods.

(2) Operation Restrictions. None.

b. Notification/approval to conduct aircraft operations. This will be used for operations that are outside of arrive, depart or closed traffic. Units must submit their request to the Airfield Operations Officer 10 days prior to the exercise/operation i.e. FARP, Fat Cow, off load exercises, etc. Implementation may be delayed until written approval is received.

c. Flight activity scheduled dissemination.

(1) Prior Permission Required (PPR's) continue to be required of all transient aircraft operating at GAAF. The PPR schedule will be sent to the IOC, DES, POL, and Weather so they will be aware of transient aircraft operating at GAAF regardless of operating hours.

(2) All tenant units will submit flight schedules weekly to Airfield Division.

d. Use of GAAF by UAS and for parachute operations. These operations are allowed when Tower is open however, there are restrictions when Airfield Operations is closed.

e. Procedures to follow in the event of an aircraft accident/airfield accident/incident. PCAS and SCAS will be activated IAW the GAAF Pre-Accident Plan.

f. Airfield checks and airfield inspections. Airfield checks and inspections will not be performed while airfield operations is closed. Aircraft will operate on GAAF at their own risk.

g. Procedures/authority to close/suspend aircraft operations during closure hours. Tower has the authority to close GAAF because of an aircraft accident/airfield accident/incident or snow/ice conditions. Management will be responsible for having a NOTAM issued, if needed.

h. NOTAM actions. NOTAMs are not readily available or up to date when airfield conditions change while Airfield Operations is closed.

i. Other restrictions.

(1) There is no vehicles access to Godman Army Airfield after 1500L Monday through Friday, weekends or holidays. Vehicle ground traffic is not authorized on any movement area. Exception is Emergency response vehicles only.

(2) Personnel entry through walk through gates will be conducted IAW Garrison Airfield Access Policy.

(3) Vehicle operations in the movement area must have radio communications with the Tower.

Appendix I – Wildlife Aircraft Strike Hazard (WASH) Plan

Full copies are available upon request and located in the Airfield Shared Folder.

I-1. Purpose.

The Godman AAF Wildlife Aircraft Strike Hazard (WASH) Plan is a plan to help minimize the risk of a strike to fixed and rotary-winged aircraft or human health and safety posed by populations of hazardous wildlife on and around the airfield. There is no single solution that can accomplish this goal. Therefore, an integrated approach of techniques, tactics and entities is needed in the overall WASH plan.

I-2. Airfield Operations Responsibilities.

a. Daily Inspection.

(1) During daily airfield inspections and checks: Observes, reports and disperses wildlife on or near the airfield as necessary.

(2) Based on observation or reports of wildlife activity, during normal hours of operation, Monday through Friday, recommends a WWC condition to the Airfield Manager, Airfield Safety Officer, or Air Traffic Control Chief. On weekends Airfield Operations is closed.

(3) Posts the current WWC on the WASH bulletin board in the flight planning room for aircrews and transient personnel to see. A NOTAM (Notice to Airmen) can be posted if the WWC warrants one.

(4) Enter wildlife harassment and dispersal on the Daily Staff Journal.

b. Wildlife Strike.

(1) Log all wildlife strike incidents on the Daily Staff Journal .

(2) Notify the Airfield Operations Officer, as soon as practical.

(3) Recover wildlife remains after a strike for pick-up and identification by DPW environmental (fish and wildlife) personnel.

(4) Relay all reports of a wildlife aircraft strike mishap to the Airfield Safety Officer for further reporting.

I-3. Wildlife Strike Reporting.

Aircrew Procedures. Even if no wildlife remains are found on the aircraft, known or suspected strikes should be reported to Airfield Operations.

Appendix J – References

AC 150/5200-30
AC 150/5370-2
AC 150/5340-15
Aeronautical Information Manual (AIM)
AR 115-10/AFI 15-157
AR 95-1
AR 95-2
AR 95-10
AR 95-11
AR 95-23
AR 385-90
ETL 1110-3-511
FAA JO 7110.10
FAA JO 7110.65
FAR 91
Fort Knox Regulation 95-1
Fort. Knox Regulation 95-23
IMCOM Supplement 1 to AR 95-2
TC 3-04.16
TI 6650.8A
UFC 3-260-01
UFC 3-260-05
UFC 3-535-01

GLOSSARY

Section I – Acronyms

AAAS	Army Airfield Automated System
ACP	Air Control Point
AGL	above ground level
AMR	Air Mission Request
AOM	Airfield Operations Manual
AR	Army Regulation
ATA	actual time of arrival/Air Traffic Assistant
AT&A	Air Traffic and Airspace Officer
ATC	air traffic control
ATD	actual time of departure
BLDG	building
CALP	Civil Air Landing Permit
DA	Department of the Army
DALR	Digital Audio Legal Recorder
DOD	Department of Defense
DME	Distance Measuring Equipment
DPTMS	Directorate of Plans, Training, Mobilization, and Security
DZ	drop zone
DZCO	Drop Zone Control Officer
ETA	estimated time of arrival
ETD	estimated time of departure
ETE	estimated time en-route
FAA	Federal Aviation Administration
FAR	Federal Aviation Regulation
FARP	forward area refuel point
FLIP	flight information publication
FM	Frequency band
IAW	in accordance with
ICAO	International Civil Aviation Organization
IFR	instrument flight rules
ILS	Instrument Landing System
IOC	Installation Operations Center
IVSR	Interim Voice Switch Replacement
JET	Joint Environmental Toolkit
LFA	local flying area
LMR	Land Mobile Radio
LOA	Letter of Agreement
LOP	Letter of Procedure
LZ	landing zone
MEDEVAC	medical evacuation

MPH	miles per hour
MSL	mean sea level
MTF	maintenance test flight
NM	nautical mile
NOE	nap of the earth
NOTAM	notice to airmen
NTE	not to exceed
NVD	night vision device
OHR	Operational Hazard Report
OTS	out of service
PPR	prior permission required
RWY	Runway
SDF	Louisville Approach Control
SM	statute mile
SOP	standing operating procedure
SVFR	special visual flight rules
TC	training circular
TWY	Taxiway
UAS	Unmanned Aircraft System
UHF	ultra high frequency
USAF	United States Air Force
VFR	visual flight rules
VHF	very high frequency
VOR	Very High Frequency Omni Directional Receiver
WASH	Wildlife Animal Strike Hazard

Section II – Terms

ROZOV	Drop zone name on Godman Airfield
Zoomer	Drop zone name on Godman Airfield
R3704	Fort Knox Special Use Airspace
KYANG	Kentucky Air National Guard