

SAFETY

Unit Safety personnel maintain responsibility for training operations

Training unit ensures physical security standards are met (doors and gates secured)

Bring all safety concerns to the flight operations office

Ensure flight operations has all information dealing with air traffic movement and fuel requests.

DIGGER'S HOTLINE:

1-800-242-8511 Call no less than 72 hours before digging

Digger's Hotline references 13th Ave as Runway Road

HAZARD REPORTING

Airfield Hazards or incidents will be reported on DA Form 2696-R (Operational Hazard Report (OHR)). Forms located in Base OPS

The OHR form notifies the Airfield Manager, Commanders, and/or the Airfield

OHR's will be submitted to the Airfield Operations/Safety Officer.

Every attempt will be made to resolve OHR's at the lowest level possible.

SPILL PREVENTION AND RESPONSE

Petroleum, Oil, Lubricants (POL) or other Hazardous Materials (HM)

- All refueling operations and bulk storage of POL in the field must have: secondary containment systems in place; fire extinguisher(s); spill kit(s); a Fort McCoy Spill Card; an approved Special Site Request and Deliberate Risk Assessment Worksheet (DRAW) on site. **608-388-2266.**

- a. Report the spill location, type of spill, and estimated volume.
- b. Follow all directions provided by the Fire Desk.
- c. For spills over 1 gallon or those impacting surface water, do not leave the area until the Fire Department arrives.**
- d. For spills less than 1 gallon (and away from water), unless otherwise directed: mark the spill location in the field; hand excavate the impacted soil; place all soils in a double plastic bag; transport it to B. 2960; dump all soil onto the shed floor/pile; throw away all garbage bags in a waste dumpster.

SPILL KITS



Located throughout hangars and inside of the used oil and fuel containers.

IMMEDIATE EMERGENCY PROCEDURE

1. Units will contact the Fire Desk (alternate Fire Department) to report ALL accidents and incidents.
2. The OIC/NCOIC will submit an accident report to Building 2954 (Fire Desk) once the situation is under control.

Range Operations Fire Desk Contact Info

FM Radio Ground: P: 49.850 MHz or A: 46.800 MHz
 FM Air: P: 41.350 MHz or A: 30.050 MHz
 Aircraft: P: 247.4 (UHF); α128.725 (VHF)
 Phone: 608-388-4848; Ext #1

Installation Emergency POC Phone Numbers

Police: (B. 1680).....608-388-2266 or 911
 Post Safety (B. 1687).....608-388-3403
 Troop Medical Clinic (TMC; B. 2669).....608-388-3025
 Range Scheduling (B. 2954).....608-388-3721/3024

UNEXPLODED ORDNANCE (UXO)

UNEXPLODED ORDNANCE	
RECOGNIZE	Recognize when you may have encountered unexploded ordnance.
RETREAT	Do not handle, disturb, or transmit within 10m of UXO; carefully leave the area the way you entered.
REPORT	Call Range Operations Fire Desk to report 10 digit location and description. In Cantonment report to the Fort McCoy Dispatch, Emergency Services.

FOUO – DESTROY AFTER USE

AIRFIELD HAZWASTE PROCEDURES

For contaminated rags, spill blankets, or similar items drop them off to B. 207 for disposal as hazardous waste; mark the bag or container with unit info and the type of substance (i.e. engine oil; radiator fluid). Do not mix substances.

Units will manage and dispose of unused POL/HM in a safe and environmentally sound manner. The Environmental Division (ED) will assist units with POL/HM turn-ins from 1200-1400 every Tuesday and Thursday or by special appointment.

HAZWASTE disposal (B. 207).....608-388-6501

USED OIL AND FUEL



Satellite Accumulation Points are located outside of main hangars.

OILEY RAG CAN



Throughout hangars

Gray water Disposal: Corner of West J Street and West Fourteenth Ave XJ8450277548



AIRFIELD POC LIST

Airfield Manager 608-388-4207
 Base Operations 608-388-4107
 Safety / Operations 608-388-4232
 Fuel 608-388-3480
 Air Traffic Control 608-388-4586



CAPABILITIES

- 79,840 Sq. Ft. of hangar space
- Two full functioning hangars
- Ground Support Equipment
- Auxiliary power stations
- Overhead crane
- Climate controlled
- 131,238 Sq. Ft. of office and work space
- 10 furnished office spaces
- Four fully equipped conference rooms
- On site dining facility
- Three general purpose shop area
- Network connectivity
- Hazmat Lockers
- IDS capabilities
- Training available on request (Operations, ATC, POL, etc.)
- Sleeping areas with ability to support 99 Soldiers



AIRFIELD DRIVER'S SAFETY

- Airfield driver's course is required for all vehicle operators intending to drive on the movement and non movement areas on the airfield.
- Radio contact with Sparta/Ft McCoy Tower is required on all movement areas on the airfield.
- Channel 1 "ARPT" is the only channel used for vehicle movement. If after hours, utilize CTAF freq. 124.6 on ICOM
- Contact Sparta /Ft Mc Coy Tower and state your call sign.
- When tower answers: state where you are, where you want to go, and number and type of vehicles

VEHICLE OPERATING LIMITS

- Ramp 15 MPH (5 MPH in vicinity of an aircraft).
- Taxiways / Runways 25 MPH (Expedite speed 40 MPH)
- Emergency Flashers will be on when moving on airfield
- If radio stops working, follow Lost Communication

Procedures (Light Signal Reference Guide on Back)

REQUIRED AMBULANCE OR MEDEVAC INFO:

- Line 1:** Location of Pick-Up Site (eight to ten digit grid)
- Line 2:** Radio Frequency, Call Sign and Suffix (frequency of radio at pick up site)
- Line 3:** Number of Patients by Precedence:
 A = URGENT
 B = URGENT – SURG
 C = PRIORITY
 D = ROUTINE
 E = CONVENIENCE
- Line 4:** Special Equipment Required:
 A = None
 B = Hoist
 C = Extraction equipment
 D = Ventilator
- Line 5:** Number of Patients by Type:
 L + # of patients - Litter
 A + # of patients – Ambulatory (sitting)
- Line 6:** Number and Type of Wound, Injury or Illness (peacetime):
 (Report serious bleeding, along with patient's blood type if known)
- Line 7:** Method of Marking Pick-up Site:
 A = Panels
 B = Pyrotechnic signal
 C = Smoke signal
 D = None
 E = Other
- Line 8:** Patient Nationality and Status:
 A = U.S. Military
 B = U.S. Civilian
 C = Non – U.S. Military
 D = Non- U.S. Civilian
 E = Enemy Prisoner of War
- Line 9:** Terrain Description (peacetime)

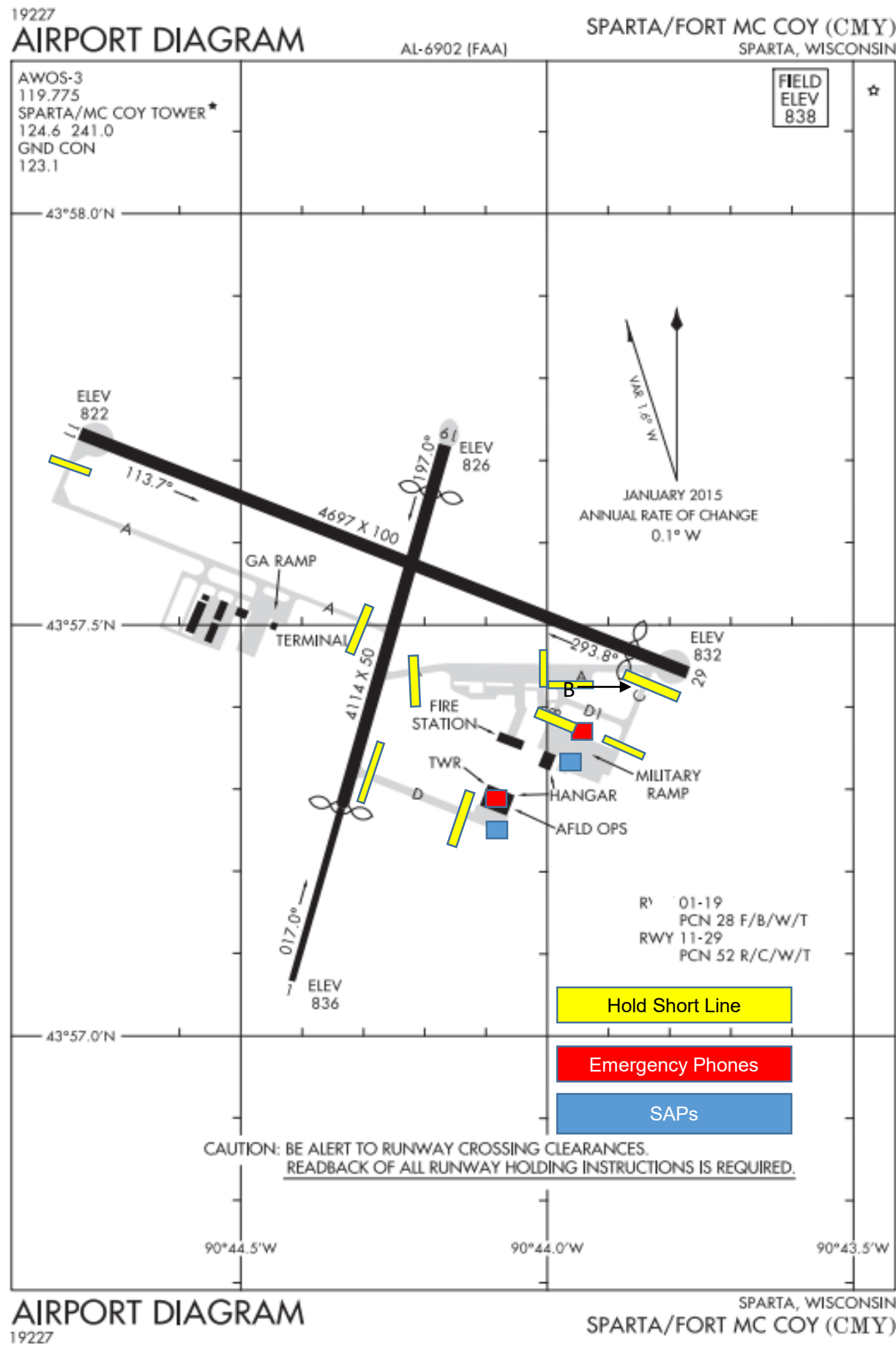
Unit leadership will select a suitable (100 X 100 foot flat and clear) MEDEVAC location prior to training.

CLEARING PROCEDURES

- Coordinate with Base OPS for Date/Time for walkthrough
- Unplug all electrical equipment.
- Return all furniture to original spaces
- Sweep/mop common areas
- Empty trash receptacles
- Remove all perishables from refrigerators/freezers
- Dispose of HAZMAT with Post Environmental
- FOD Walk non-movement and surrounding areas
- Remove all trash, pallets, FOD, stakes from grassy areas
- Remove all litter from grassy areas
- Reposition any borrowed gear (Fork Trucks, pallet jacks, Gator)
- Close and lock all doors
- Lock all vehicle gates with padlock (Key 57)
- Ensure no gear is left behind
- Store all cleaning gear in janitor's closets, hang mops to dry
- Turn in all keys and radios
- Schedule walk through with Base Ops
- Let us know if there are any issues with the facility

Quick Reference Sheet

Ft. McCoy emergency services direct line



Light Signal Reference Guide

LAMP COLOR		MOVEMENT OF VEHICLES, EQUIPMENT & PERSONNEL
	STEADY GREEN	CLEARED TO CROSS, PROCEED, GO
	FLASHING GREEN	NOT APPLICABLE (AIRCRAFT ONLY)
	STEADY RED	STOP
	FLASHING RED	CLEAR THE RUNWAY / TAXIWAY
	FLASHING WHITE	RETURN TO STARTING POINT ON AIRFIELD
	RED & GREEN	EXERCISE EXTREME CAUTION

AT ALL HOLDING MARKS IT IS REQUIRED TO CONTACT ATC OF ALL MOVEMENTS BEFORE PROCEEDING ACROSS HOLD MARKINGS.

EXAMPLE:

"GROUND THIS IS **GROUND TRAINING UNIT NAME** HOLDING SHORT ON DELTA TAXIWAY REQUESTING TO PROCEED TO RUNWAY 01-19 TO ALPHA TAXIWAY."

ATC WILL GIVE YOU INSTRUCTIONS

- Airfield Manager (608) 388-4207
- Base Operations (608) 388-4107
- Safety / Operations (608) 388-4232
- Fuel (608) 388-3480
- Air Traffic Control (608) 388-4586
- Aircraft Services (608) 388-8730

Aviation Division
Sparta/Fort McCoy Airport

Pavement Marking and Meanings

When exiting runway, ensure the whole vehicle crosses the solid line
Always hold on the solid side of the line.

Runway Holding Position Markings – used to identify the locations on a taxiway where an aircraft/vehicle is to stop when it does not have a clearance to proceed onto a runway.

USARMY Ft McCoy IMCOM Central List DPTMS Airfield

usarmy.mccoy.imcom-central.list.dptms-airfield@mail.mil