

**27 December 1996**

**Maintenance**

**FOREIGN OBJECT DAMAGE PREVENTION**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the HQ AFRC WWW site at: <http://www.afrc.af.mil> and the AFRCEPL (CD-ROM) published monthly.

---

OPR: 940 AGS/LGGA (SMSgt Billy L Higgins)      Certified by: 940 LG/CC (Col Allan R Thomas)  
Pages: 3  
Distribution: F

---

This instruction implements AFRPD 21-1, *Managing Aerospace Equipment Maintenance*. It establishes a Foreign Object Damage (FOD) prevention program. It addresses responsibilities of Wing FOD program manager, squadron FOD representatives and individuals. It establishes FOD walks and tire inspections. It applies to all 940 Air Refueling Wing (ARW) personnel that perform duties on or in the area of the flight-line.

**1. General .** The FOD prevention program is designed to increase individual FOD awareness and protect critical resources from FOD induced damage. Personnel with duties on or in the area of the flight-line require FOD training upon assignment to the Wing.

**2. Responsibilities:**

2.1. Logistics Group Commander. The Logistics Group (LG) commander is responsible for the overall management of the FOD Prevention Program.

2.2. Wing FOD Program Manager. The Wing FOD program manager will be appointed in writing by the LG commander and will be responsible for the following:

2.2.1. Office of primary responsibility for the FOD Prevention Program.

2.2.2. Scheduling and chairing the quarterly FOD meetings.

2.2.3. Attending the Host base FOD meetings.

2.2.4. Review and certification of the FOD training programs.

2.2.5. Managing the Golden Bolt Award program.

2.2.6. Designate squadrons requiring FOD representatives.

2.3. Squadron FOD Representative. The squadron FOD Representative will be assigned by the squadron commander in writing, a copy will be provided to the Wing FOD program manager. Their responsibilities include:

- 2.3.1. Administering a proactive FOD program in their respective areas.
- 2.3.2. Attend the quarterly FOD meeting.
- 2.3.3. Ensure a FOD training program is in place and current.
- 2.3.4. Disseminate information (cross-tells, cross-feeds, FOD reports, and quarterly FOD meeting minutes).
- 2.3.5. Elevate pertinent FOD information for dissemination to other squadrons and the host base.

2.4. Workcenter Supervisor. Workcenter supervisors are responsible for FOD awareness in their areas. Their responsibilities include:

- 2.4.1. Ensure dissemination of FOD information.
- 2.4.2. Ensure FOD prevention practices and compliance requirements are followed.

2.5. Individual Personnel. Each individual shares responsibility for FOD prevention. Their responsibilities include:

- 2.5.1. Following all applicable FOD prevention practices and compliance requirements.
- 2.5.2. Completing squadron FOD training requirements.
- 2.5.3. Up-channeling any FOD related incidents, recommendations, etc.

### **3. FOD Awareness Training:**

3.1. Requirements. All personnel requiring access to the flight line require FOD awareness training. Training will be conducted initially and on a reoccurring annual basis.

3.2. Support. The Logistics Support Squadron Training Office may provide training support. Squadrons may develop training programs customized to their needs.

3.3. Documentation. Documentation of training is required. Logistics Group will document training in G054/GO81. Squadrons without this capability will use tracking method suitable to their needs.

### **4. Flight-line FOD Prevention:**

4.1. Flight line Driving. Individuals will drive on paved surfaces when operating vehicles on the flight line and taxi-ways. In the event a vehicle does leave the pavement, tires will be checked and debris removed from tires and wheel wells before resuming operation on airfield pavement. Vehicles not normally driven on the airfield pavement will be checked at the entry point to the flight line.

4.2. FOD Containers. Maintenance stands used on the flight line will have FOD containers attached. Workcenters responsible for the equipment will ensure containers are emptied on a periodic basis.

4.3. Assistance. The Aircraft Generation Squadron (AGS) will coordinate sweeper assistance.

4.4. FOD Walks. FOD walks will be conducted on the primary UTA and as needed when determined by the program manager.

4.4.1. The AGS area of responsibility includes: the restricted area, the parking areas at building 1025, 1022, and the road adjacent to the restricted area to the south end of Mat U.

4.4.2. Maintenance Squadron area of responsibility includes: the unrestricted area, Mat U southwest of building 1071, Powered AGE maintenance area of building 1033, and the aircraft fuel maintenance area North Mat U.

## 5. FOD Reporting Procedures:

5.1. FOD Incidents. FOD incidents, suspected or actual (to include tire FODs and nick engine fan blades) will be reported to the Production Supervisors, who in-turn will notify the Maintenance Aircraft Coordination Center (MACC).

5.2. Contact Agencies. The MACC will contact the following agencies:

5.2.1. LG Commander.

5.2.2. Operations Group (OG) Commander.

5.2.3. FOD Program Manager.

5.2.4. Quality Assurance (QA) Office.

5.2.5. Wing Safety Office.

5.3. Investigation. The FOD program manager or designated individual will investigate the incident and complete the investigation worksheet provided by the program manager.

5.4. FOD Report. The FOD program manager with assistance from the wing safety office will format and transmit the FOD report to the designated agencies in accordance with governing directives. A copy of the FOD report will be maintained by the FOD program manager and the QA office. A copy will be routed to the 940 LG/CC, 940 OG/CC and 940 ARW/SE. All FOD reports will be included in the Process Improvement Monthly Measurement Report.

**6. Golden Bolt Award .** The Golden Bolt Award program is designed to increase FOD awareness and recognize those who actively participate in the program. The Wing FOD program manager or a designated individual will randomly place a gold bolt in an area that will not create a personnel or equipment hazard. The individual finding and returning the bolt to the program manager or supervisor will be recognized with an appropriate award.

BETTY L. MULLIS, Colonel, USAFR  
Commander