



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 4790.23
3DF3
27 AUG 1998

STATION ORDER 4790.23

From: Commanding Officer
To: Distribution List

Subj: PERSONNEL REQUIREMENTS AND POLICY FOR AIRCRAFT MOVEMENT

Ref: (a) OPNAVINST 4790.2G
(b) NA 17-1-537
(c) NA 01-110HCE-2-1

Encl: (1) Towing checklist

1. Purpose. To establish responsibilities and procedures for moving UH-1 Aircraft.

2. Background. In order to prevent mishaps from occurring through the use of improper procedures during ground handling of aircraft, it is essential that all personnel be aware of, and adhere to, the safety procedures established.

3. Responsibilities

a. Maintenance Control:

(1) Notify the Work Center Supervisor when movement of aircraft is required.

(2) Issue the towing checklist to the towing supervisor prior to each movement.

(3) Maintain towing checklists for a minimum of thirty (30) days.

b. Quality Assurance:

(1) Randomly monitor aircraft movement to ensure procedures are being adhered to.

c. Work Center Supervisor:

(1) Assign a tow crew supervisor whenever aircraft movement is necessary.

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(2) Ensure that only a licensed Support Equipment Operator is assigned as tow crew driver.

(3) Ensure all tow crew members are properly briefed and a sufficient number of personnel are available and utilized.

d. Tow Crew Supervisor:

(1) Ensure the following Checklist is strictly adhered to by all personnel.

(2) Obtain the Towing Checklist from Maintenance Control prior to aircraft movement, and return it to Maintenance Control after the completion of the move.

(3) Ensure that a sufficient number of personnel are available prior to commencing the move. The following is the minimum number of personnel required for aircraft movement:

- 1 Towing Supervisor
- 1 Licensed Support Equipment Operator
- 2 Wing/Wheel Walkers
- 1 Stinger Handler

(4) Ensure Support Equipment utilized for towing aircraft is properly checked out prior to use.

(5) Properly brief all tow crew personnel prior to aircraft movement.

(6) Ensure that all tow crew personnel are wearing the required Personal Protective Equipment (PPE) when moving aircraft, this includes safety boots, and cranials with whistles.

(7) Stop the aircraft move immediately at the first sign of an unsafe condition and do not proceed until the unsafe condition is corrected.

(8) Conduct the aircraft move at a normal walking speed and no faster than the slowest man can walk.

e. Tow Crew Personnel:

(1) Ensure that all safety precautions are adhered to and report any unsafe condition to the Towing Supervisor.

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(2) Are responsible to the tow crew supervisor until the accomplishment of aircraft movement is complete.

(3) Will utilize PPE when assigned to tow crew.


C. J. TURNER

DISTRIBUTION: SPL
SAR (10)

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Headquarters and Headquarters Squadron
 Search and Rescue Division
 Marine Corps Air Station
 Yuma, Arizona 85369-9160

Date _____

1. Towing Aircraft (BUNO) _____ to the _____
2. The Tow Crew shall include the following personnel:
 - _____ (a) tow crew supervisor
 - _____ (b) licensed tractor driver (in model)
 - _____ (c) tail (stinger) walker
 - _____ (d) two wing walkers
3. Support Equipment pre-op inspection completed before. YES NO
4. Tractor tow bar installed . YES NO
5. Tow wheels on and safety pins installed. YES NO
6. Tow crew has required PPE and whistles. YES NO
7. Grounding cables removed / installed. YES NO
8. Drip pans removed / installed. YES NO
9. Battery disconnected / connected. YES NO
10. Intake pillows removed / installed. YES NO
11. Main fuel tanks full / empty. YES NO
12. Aux tank _____ / empty / not installed. YES NO
13. All Support Equipment secured. YES NO

All of the above items have been completed with.

 Towing Supervisor signature

ENCLOSURE (1)