



**UNITED STATES MARINE CORPS**  
2D MARINE AIRCRAFT WING  
II MARINE EXPEDITIONARY FORCE  
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AND  
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WING ORDER 3715.1B AND AIR STATION ORDER 3715.1B

From: Commanding Officer, Marine Corps Air Station, Cherry Point  
Commanding General, 2d Marine Aircraft Wing  
To: Distribution List

Subj: FOREIGN OBJECT DAMAGE (FOD) PREVENTION PROGRAM

Ref: (a) OPNAVINST 3750.6R W/CH4  
(b) AirStaO 3710.5K

Encl: (1) General FOD Regulations aboard MCAS Cherry Point  
(2) Airfield FOD Walk Procedures and Responsibilities  
(3) Airfield Pavement Sweeping Schedule

1. Situation. To accomplish the Marine Corps Air Station (MCAS) Cherry Point mission, safely and with minimal financial impact, MCAS Cherry Point (to include all directorates, vendors, and contractors) and all tenant activities must control the migration of foreign object damage (FOD). FOD is damage caused by ingestion, impact or simple location of objects in aeronautical equipment rendering systems or equipment unable or unsafe for operation. FOD is also the term commonly used to describe objects that may cause or have actually caused damage. FOD is the leading cause of premature removal of jet engines in Marine Corps aircraft. FOD consumes maintenance funds, requires excessive maintenance man-hours, increases workloads, and results in critical shortages of engines. Controlling this costly hazard requires a constant awareness of the problem by all personnel, particularly those involved in aircraft maintenance and operations. All actions occurring on the airfield must always be conducted with FOD mitigation in mind. This order establishes guidelines for the effective management of a FOD prevention program, and a structure for reporting FOD incidents and other

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data to enable command echelons to monitor trends and properly allocate resources. The 2d Marine Aircraft Wing (2d MAW) FOD Local Command Procedure (LCP) provides guidance for 2d MAW.

2. Cancellation. AirStaO 3715.1A.

3. Mission. To establish a FOD Prevention Program aboard MCAS Cherry Point per reference (a). The goal is to identify, correct and eliminate FOD hazards which could be causal factors resulting in damage or destruction to aircraft and aviation support equipment.

4. Execution

a. Commander's Intent. All personnel shall be familiar with the procedures and prevention measures pertaining to FOD. Compliance is mandatory.

b. Concept of Operations. All personnel involved in operations aboard the airfield at MCAS Cherry Point, to include the 2d MAW, Fleet Readiness Center East (FRCE), deployed transient units to the airfield, and contract personnel performing work on the airfield will comply with the provisions of this order. The following units are assigned specific duties.

(1) MCAS Safety and Standardization Directorate.

(a) The Aviation Safety Officer (ASO) is assigned as the Airfield FOD Coordinator and will manage the Air Station FOD Prevention Program. The ASO is responsible for coordinating, announcing and executing monthly air station FOD Walks to include assigning each unit specific areas of responsibility (AOR).

(b) Coordinate with Public Affairs for the release of "all-hands" e-mail announcements assigning an AOR to each participating unit.

(c) Publish a six-month schedule of projected airfield FOD Walks and schedule FOD prevention meetings during December and June.

(d) Release a naval message to units that regularly use MCAS Cherry Point, alerting them to the airfield closures for FOD Walks.

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(e) Be responsible for FOD analysis and trends in order to recommend corrective actions and the procurement of new equipment.

(f) Conduct semiannual FOD prevention working groups with unit FOD Prevention Officers/Coordinators. This conference will formulate long-range plans, review action items for FOD prevention, review FOD committee initiatives and discuss any emergent FOD issues.

(2) MCAS Airfield Operations Department

(a) Ensure a Notice to Airmen (NOTAM) closing the airfield is published 72 hours in advance of scheduled FOD Walks.

(b) Post FOD Walk announcements on the weather vision.

(c) Ensure Airfield Operations Duty Officers (AODO) are familiar with their responsibilities as outlined in this order.

(d) In the absence of the ASO (Station FOD Coordinator) during any FOD Walk, provide a Visiting Aircraft Line (VAL) representative to assist a representative from the Safety Directorate in executing that month's FOD walk.

(e) Coordinate with Facilities Maintenance Department in managing the sweeper truck scheduling per enclosure (3).

(3) Local Unit Commanders/FRCE Commander

(a) Assign a FOD Prevention Officer/Coordinator.

(b) Forward, via the chain of command, the name, e-mail address and work telephone number of unit FOD Prevention Officer(s)/Coordinator(s) to the MCAS Aviation Safety Officer/Air Station FOD Coordinator.

(c) Ensure the unit FOD Prevention Officer/Coordinator or a designated alternate FOD Coordinator attends the monthly FOD Walk Coordination meetings and semiannual FOD working groups scheduled by the MCAS FOD Coordinator.

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(d) Keep the MCAS FOD Coordinator informed of unit non-availability for monthly FOD walks due to deployments. All 2d MAW tenant units on the airfield are expected to participate in all monthly Air Station FOD walks unless deployed.

(e) Assign a maintenance officer or senior SNCO to the Air Station FOD Working Group.

(4) FOD Prevention. It is the responsibility of all military personnel, civilians and contractor employees working aboard MCAS Cherry Point to ensure FOD prevention is practiced during all aspects of maintenance, flight operations, and supporting functions. Enclosure (1) provides basic regulations concerning FOD control aboard MCAS Cherry Point. All personnel are responsible for maintaining good housekeeping practices in and around hangars, ramps, aprons, taxiways, helipads and runways. The MCAS Cherry Point FOD Prevention Program consists of the following areas as they apply to operations within the confines of the airfield.

(5) Airfield Operating Area (AOA). The area on the ground aboard MCAS Cherry Point in which both aircraft, support equipment and motor vehicles share common operating space. Painted roadways on the aircraft parking area, adjacent hangars, and inactive areas from gate 9 to the Airfield Operations building are a part of the AOA.

(6) Maintenance

(a) Anyone observing pavement deterioration will immediately contact the Airfield Operations Duty Officer (AODO) at 466-2233. The Airfield Operations Department will initiate corrective action, and determine whether continued flight operations through the afflicted area are safe. Areas deemed unsafe for flight operations will be closed. The AODO will also contact the Station FOD Coordinator in order to track all FOD pavement hazards.

(b) The Airfield Operations Department, in conjunction with the Safety and Standardization Directorate (Aviation Safety), will initiate work requests to correct discrepancies noted in general operating areas. Units will submit work requests, via the Airfield Operations Department, for deterioration found within their squadron's flight line.

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(c) The Airfield Operations Department along with the Air Station FOD Coordinator will participate in planning sessions for large and contracted maintenance projects. All Airfield construction or repair projects will be reviewed by the Station FOD Coordinator to ensure all reasonable FOD mitigation procedures are implemented. An Airfield Operations representative will periodically inspect work sites to ensure that all contractual FOD mitigation procedures are being practiced. The Airfield Operations Officer will ensure maintenance personnel understand the Air Station FOD prevention program prior to commencing any maintenance on the airfield. Maintenance personnel will ensure that their work sites are FOD free and take measures to correct discrepancies noted by operations personnel during periodic inspections. Contractors required to traverse the AOA with trucks filled with debris will ensure that the debris is properly covered and secured so that no debris falls from the vehicle. A sweeper, to be provided by the contractor, will follow the all trucks hauling debris. The Airfield Operations Department and the Station FOD Coordinator will inspect all completed work to ensure that the area has been cleaned and is ready for flight operations. Contractors and Air Station Facilities will be held responsible for any remaining FOD until released by the Airfield Operations Department.

(7) Vehicular Access. Motor vehicle access to the AOA will be controlled by the Airfield Operations Department. Reference (b) outlines procedures for controlling vehicular access to the airfield.

(8) Vehicular FOD Control. All motor vehicle drivers shall check vehicle tires and remove any stones and other debris that may be stuck in the treads prior to entering an AOA. Drivers will also secure any loose items in pickup truck beds and check for any debris inside the front and rear bumpers. Vehicles caked with dried mud will be washed prior to entering any AOA. Vehicles shall only depart the hard surface of the AOA when it is essential to complete the assigned mission. (Drivers who depart hard surfaces within an AOA will check their tires again before proceeding back onto the airfield.) Any drivers observed not complying with vehicle FOD checks will be referred to appropriate authority for disciplinary action. Only government vehicles or approved contractor vehicles are permitted beyond FOD control check points. No privately owned vehicles (POV) are authorized. Anyone observing noncompliance with vehicle FOD Control will

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contact the AODO (466-2233) and report the violation with a description of the vehicle and license plate number.

(9) Vehicular Traffic Pattern. Motor vehicles will utilize the inactive portion when traveling on a runway. Motor vehicles will keep to one side when traveling on taxiways. Specific travel routes will be designated by the Airfield Operations Department for travel to and from construction sites. ATC Tower personnel will be alert for temporary FOD producing/hazard areas and will review and change, if necessary, aircraft taxi routing which could endanger aircraft or contribute to spreading FOD.

(10) Vehicle Restrictions. A collision hazard exists when there is too much unnecessary vehicle traffic operating on the flight line. Vehicle Traffic is the primary contributor to FOD being deposited on the airfield taxiways and runways. To mitigate this FOD hazard, barricades will be placed at the following flight line entrance points along with permanent signs referencing this order and conveying which specific vehicles are authorized to proceed (Ground Support Equipment (GSE), Marine Aviation Logistics Squadron (MALS), Emergency Medical Services (EMS), Aircraft Rescue and Fire Fighting (ARFF), etc.).

(a) Intersection adjacent to Hangar 1700 and Gate 9 Tower access (prevents unauthorized vehicles from turning left after entering Gate 9).

(b) Between Hangars 131S and 3998.

(c) On the Flight line perimeter road on both the north and south ends of Hangar 250. This area is off limits to all vehicles except for GSE, fuel trucks, and emergency vehicles due to rotor clearance limitations.

(d) On the northeast corner of Hangar 131 (presently Marine Transport Squadron 1 (VMR-1)) to assist in keeping unauthorized vehicles from proceeding around Hangar 131 to the Marine Attack (VMA) hangars.

(11) Contractors. Unless necessary for job requirements, contractors will park outside the airfield and access the airfield through either a turnstile or guarded entrance. If contract work requires a job delivery of heavy items or is specifically required

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to perform repair work then flight line access will be coordinated through Air Operations.

(12) Airfield FOD Walk. MCAS Cherry Point and 2d MAW will conduct an "all-hands" FOD walk of the entire airfield on a monthly basis. FOD Walks shall normally be scheduled on the first Monday of every month from 0730 to 0930. In the event of inclement weather or a Monday holiday routine, the FOD walk will be rescheduled for the following Monday. A semiannual message will be released by the Station FOD Coordinator announcing FOD walk dates. The airfield will be closed via NOTAM during the two-hour FOD Walk periods. Changes to the FOD walk schedule will be made by the Station FOD Coordinator with the concurrence of the Airfield Operations Department and 2d MAW G-3. Enclosure (2) outlines responsibilities and procedures for Airfield FOD walks.

(13) Pavement Sweeping

(a) Sweeper operators will be assigned by the Facilities Maintenance Department, Maintenance and Repair Division, General Services Branch.

(b) The foreman, General Services Branch, Maintenance and Repair Division, Facilities Maintenance Department, in conjunction with the Airfield Operations Officer, shall hold or ensure that periodic training is held for sweeper operators on movement patterns on the airfield.

(c) Equipment availability will be maintained by the Motor Transport Department. Two of the three sweepers in the Air Station inventory will be ready and dedicated for airfield use every working day.

(d) The Facilities Maintenance Department will have two sweepers and operators operating on the airfield daily between the hours of 0630 and 1430. With prior coordination with Air Operations, sweeper operating hours can be adjusted earlier or later or extended to meet special circumstances.

(e) Areas of responsibility and the process by which sweepers will operate aboard MCAS Cherry Point are outlined in enclosure (3).

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(14) Disposition of FOD. Station Units will forward **all** debris discovered in their AOA to the Airfield Operations Department. 2d MAW units will forward **all** debris discovered in their AOA to MALS-14. Debris that can be positively identified as having fallen from an aircraft will be forwarded to MALS-14 to determine the aircraft/unit from which the FOD originated. MALS-14 will advise the Air Station FOD coordinator of any trends and forward photos of all metal FOD found.

(15) Record Keeping

(a) Unit FOD Prevention Officer/Coordinators will submit an after action report via e-mail within 48 hours, courtesy copy the chain of command, to the MCAS FOD Coordinator. Reports will list the specific type and amount of debris found, location found, and any airfield damage to runways, taxiways, or airfield lighting, signs, or other equipment. The report will also list the total number of personnel that participated in the FOD walk (Officers/SNCOs/enlisted/civilians).

(b) The Air Station FOD Coordinator will maintain a record of all FOD reports and debris found in order to identify trends and to determine if procedural modifications are necessary. At a minimum, these records will include the date, location and description with pictures of debris found.

5. Administration and Logistics. The Commanding General, 2d MAW and the Commanding Officer, FRCE concur with the contents of this Order insofar as it pertains to members of their commands.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Reserve and all transient personnel.

b. Signal. This Order is effective the date signed.

  
R. D. CLINTON  
Executive Officer

  
R. W. REGAN  
Chief of Staff

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General FOD Regulations Aboard MCAS Cherry Point

1. The following regulations are mandated for personnel working in Aircraft Operating Areas (AOA).

a. All pockets will be free of loose objects (pins, pens, glasses, coins, loose paper, etc.), which may become FOD. Personnel with long hair will not wear hair-restraining devices (clips, pins) that can easily come loose. Rubber bands are authorized if they are not susceptible to coming loose.

b. All apparel will be free of devices that are not sewn on or affixed with Velcro. This includes, but is not limited to, patches, badges, tie tacks, clip-on ties and pins.

c. Hats will not be worn in the AOA.

d. Food and drink items (soda cans, cups or food wrappings) will not be consumed in the AOA.

e. All units will conduct daily FOD walks on their flight lines in accordance with local procedures.

f. Unit maintenance personnel utilizing the High Power Area (Kilo Taxiway) shall ensure that they conduct a FOD walk of the area before conducting high power run-ups.

g. Every person in an AOA is responsible for picking up any FOD noticed, regardless of its origin. Flight safety is everyone's responsibility.

h. Keep parts carts and conveyors free of debris. Use only approved types of containers.

i. Return fixtures and tools to proper storage areas upon job completion.

j. Police outside areas adjacent to the AOA daily, paying particular attention to debris that can blow onto the AOA.

k. When potential FOD conditions cannot be corrected on the spot, report them to immediate supervisors for corrective action.

l. All trash placed in dumpsters within the flight line fence shall be bagged before disposal in the dumpster. This prevents FOD being blown onto the AOA during the emptying of the dumpster.

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Airfield FOD Walk Procedures and Responsibilities

1. The Station FOD Coordinator shall:

a. Coordinate at least monthly with unit FOD Coordinators to ensure each unit is available and aware of its assigned AOR during the station FOD walk.

b. Host a monthly FOD walk coordinators' meeting in the Airfield Operations conference room the Friday before the Monday FOD walk to ensure each unit understands and accepts their assigned AOR. An all hands e-mail will be released via Public Affairs at least 48 hours prior to the Friday FOD Coordinators' meeting.

c. Coordinate with Flight Clearance to issue a NOTAM closing the airfield for the duration of the FOD walk is issued.

d. Be present on the airfield during the FOD walk to manage and coordinate activities as necessary (NCOICs for Flight Clearance and Visiting Aircraft Line can assist if needed).

e. In the absence of the Station FOD Coordinator, the Visiting Aircraft Line Supervisor and Flight Clearance NCOIC will provide assistance in managing and coordinating the activities during that particular FOD walk.

f. Maintain radio contact with Ground Control and all vehicles and participating units during the FOD walk.

g. Upon completion by all units, patrol the airfield to ensure that all FOD bags and personnel have been cleared of runways, taxiways, ramps and helipads. When the FOD Coordinator has determined that the airfield is clear, he will advise Ground Control and the ODO that the airfield is cleared to be reopened. Only Ground Control can close and open the Airfield.

h. Compile after action reports from unit FOD Prevention Officer/Coordinators and brief the Airfield Operations Officer of any significant pavement or airfield related FOD hazards discovered (i.e. lighting strike damage to the pavement, damaged lighting, etc.)

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2. Unit FOD Prevention Officer/Coordinators will:

a. Ensure that their unit has maximum participation, walks the entire assigned AOR, collects all debris found, and that FOD bags are available to collect any debris. Ensure inactive portions of the runway and at least ten feet into the grass are included in the FOD Walk.

b. Ensure all debris found is forwarded to MALS-14 for 2d MAW units and airfield operations (ODO) for station units. The Station FOD Coordinator will collect FOD from the ODO and MALS-14.

c. Ensure unit personnel are dressed appropriately for the weather. PT gear is not authorized. No food or drink is to be brought onto the airfield.

d. Units requiring ground transportation to their assigned area of responsibility will make their own arrangements. The Station FOD Coordinator will coordinate the movement of any transportation arranged within the AOA during the FOD walk.

e. Submit an after action report via e-mail within 48 hours to the Station FOD Coordinator (cc chain of command) stating the type of debris found, location, and number of participants broken down by officer/SNCO/enlisted/civilian. Any observation of pavement deterioration, lighting strike damage, or damage to any airfield equipment will also be included in the report. MALS-14 will include photos of any significant metal FOD found.

f. Ensure that radio contact is made with the Station FOD Coordinator prior to proceeding to the assigned AOR and only after the airfield is closed as broadcast by Ground Control. Radio contact must be maintained with the Station FOD Coordinator throughout the FOD Walk. All units will check in and out with the FOD Coordinator via radio. The Station FOD Coordinator will initiate check-in. When complete and clear of the airfield, unit FOD Coordinators will notify the Station FOD Coordinator that they are complete with the AOR and clear of the airfield. Units are responsible for obtaining their own radios. All communication will be over the Ground Control net.

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### Airfield Pavement Sweeping Schedule

1. Sweeper Availability. The Facilities Maintenance Department (FMD) will provide two sweeper trucks to MCAS Airfield Operations Department Monday through Friday from 0630 to 1430.
2. Procedures
  - a. The airfield pavement mechanical sweepers will be used only for airfield sweeping except in emergencies.
  - b. Each day, sweeper operators will report to the ODO who will log the sweeper operators in and out (time/date) each time they report.
  - c. The ODO will notify the sweeper operators of any areas of concern outside of the normal sweeping schedule.
  - d. Sweepers may operate on squadron parking ramps without clearance from ground control.
  - e. Sweepers operating on runways, taxiways and Harrier pads will maintain two-way radio communications with ground control.
  - f. Extreme caution shall be exercised by sweeper operators at all times to avoid conflict with aircraft.
3. Inclement Weather procedures. Sweeping operations will cease during extreme weather conditions such as thunderstorms. Failure to do so could render the sweeper trucks unusable due to mechanical failure. Extreme caution should be exercised to avoid standing water puddles. During inclement weather, other areas of concern may be addressed such as pad eye cleaning, hangar door tracks, etc.
4. Emergency Requests
  - a. Requests for emergency use of a sweeper, which are received while the sweeper is on the airfield, shall be forwarded to the ODO. The ODO will direct the control tower to locate the sweeper and have the operator report to the ODO. The ODO will then thoroughly brief the operator on the emergency requirements. If the request is not located on the airfield, the ODO will refer the request to the General Foreman, General Services Branch (466-3416/3052/4495).

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b. The ODO (466-2233) shall forward after hour requests for emergency use of a sweeper to the Emergency Services Desk, Facilities Maintenance Department (466-2450). The Emergency Services Desk will contact the Facilities Maintenance Officer or his designee for authority to recall a sweeper operator on an overtime pay basis.

c. Non-emergency requests for sweeper work (squadron pad eyes) received by the ODO, will be referred to the MWSG-27 S-3 Motor Transport section or group duty officer after normal working hours. Wing units will normally use Wing sweeping assets such as a FOD Boss to sweep flight lines.

5. Daily Sweeping Schedule. In order to ensure that all airfield areas are swept for FOD regularly, the following schedule is published.

<u>AREA</u>	<u>DAY (TIME)</u>
Center Mat and first 2000 feet of the duty departure runway	Daily (0630)
First 2000 feet of all runways	Daily as directed by ODO
Taxiways A, B, G, M, N	Daily
Harrier Pads (N, NE, S, SE) Taxiways C, D, E Warm-up Areas 1, 2, 3,	Twice Daily
Warm-up Area 4 Taxiways E, K, NADEP flight line	Weekly
Refueling Islands 1-5 Taxiway H, I, J	Monday

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Refueling Islands 6-9

Tuesday

Refueling Island 10-15  
Taxiway L

Wednesday

High Power Area

Thursday

Taxiway F  
CALA

Friday