

**Summary Report for Individual Task
551-88H-3512
Manage Aircraft Load Teams
Status: Approved**

DISTRIBUTION RESTRICTION: Approved for public release; distribution is unlimited.

DESTRUCTION NOTICE: None

Condition: Assigned as a Section Chief in an operational environment, during day or night, in normal weather conditions, given a completed risk assessment, safety briefing, an operation order/plan, tie-down restraints, vehicles, manifests, DD Form 1387-2 (Special Handling Data/Certification), cargo, loadmaster, load team personnel, means of communication, ATP 4-16, TC 4-13.17, and DTR 4500.9-R, Part II. This task should not be trained in MOPP 4.

Standard: Manage aircraft load teams without injury to personnel or damage to equipment.

Special Condition: None

Safety Level: Low

MOPP: Never

Task Statements

Cue: You are assigned as a Section Chief tasked with managing the Aircraft Load Teams.

DANGER

Adhere to all DANGER statements listed in the technical manuals and field manuals applicable to this procedure. Failure to comply may result in injury to personnel or damage to the equipment.

WARNING

Adhere to all WARNING statements listed in the technical manuals and field manuals applicable to this procedure. Failure to comply may result in injury to personnel or damage to the equipment.

CAUTION

Adhere to all CAUTION statements listed in the technical manuals and field manuals applicable to this procedure. Failure to comply may result in injury to personnel or damage to the equipment.

Remarks: None

Notes: None

Performance Steps

1. Designate load teams to the aircraft.
2. Direct all loading operations.
3. Ensure that all personnel comply with flight line safety rules.
 - a. Personnel will not smoke on the aircraft parking ramp.
 - b. Personnel will not sit or lie on the ramp or under vehicles, aircraft, or equipment.
 - c. Load team members will not wear rings or watches.
 - d. Personnel will not throw equipment about the aircraft.
 - e. Personnel will not refuel or service equipment within 50 feet of an aircraft.
4. Cease operations immediately if a safety hazard exists; resume operations only after the safety hazard has been corrected.
5. Ensure all equipment and supplies are properly restrained in the aircraft.
6. Coordinate with the airlift control element (ALCE) ready line coordinator for any special assistance or equipment needed.
7. Collect required copies of the passenger and cargo manifests, ensuring they are given to the aircraft loadmaster.
8. Ensure that DD Forms 1387-2 are attached to the manifest for hazardous cargo.
9. Direct personnel not to load hazardous cargo that does not have a DD Form 1387-2.
10. Conduct a preflight briefing for all accompanying troops if loading is to be accomplished with the engine running.
11. Notify the ALCE of the load completion time.

SPECIAL HANDLING DATA/CERTIFICATION

1. ITEM NOMENCLATURE MOTOR VEHICLE FLAMMABLE LIQUID LABEL NONE CARGO AIRCRAFT ONLY	2. NET QUANTITY PER PACKAGE 12 gallons	3. TRANSPORTATION CONTROL NO. WK888740730001XXX
4. CONSIGNMENT GROSS WEIGHT 3,600 pounds		5. DESTINATION Fort Carson, CO
6. SUPPLEMENTAL INFORMATION Fuel in tank--gasoline w/truck Battery, wet, filled with acid, corrosive material, 2 quarts		
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and in proper condition for transportation according to the applicable regulations of the Dept of Transportation. THIS IS A U.S. DEPARTMENT OF DEFENSE SHIPMENT! (Complete applicable blocks below)		
7. DTR REFERENCE		
8. HANDLING INSTRUCTIONS		
9. ADDRESS OF SHIPPER Charleston AFB, South Carolina	10. TYPED NAME, SIGNATURE AND DATE SFC J. J. Bond, 23 June 2007 <i>J. J. Bond</i>	

DD FORM 1387-2, NOV 2004

PREVIOUS EDITION IS OBSOLETE.

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Figure 3-149
Sample of DD Form 1387-2

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance steps are passed (P). Score the Soldier NO-GO if any performance step is failed (F). If the Soldier fails any step, show what was done wrong and how to do it correctly.

Evaluation Preparation: Test this task in conjunction with the Cargo Specialist assessment. Ensure Soldier understands why this task is important to the overall safety during Cargo Handling operations. Ensure that all materials required to perform the task are available. Tell the Soldier that he/she will be evaluated on managing aircraft load teams.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Designated load teams to the aircraft.			
2. Directed all loading operations.			
3. Ensured that all personnel complied with flight line safety rules.			
4. Ceased operations immediately when a safety hazard existed and resumed operations only after the safety hazard had been corrected.			
5. Ensured all equipment and supplies were properly restrained in the aircraft.			
6. Coordinated with the airlift control element (ALCE) ready line coordinator for any special assistance or equipment needed.			
7. Collected required copies of the passenger and cargo manifests, ensuring they were given to the aircraft loadmaster.			
8. Ensured that DD Forms 1387-2 were attached to the manifest for hazardous cargo.			
9. Directed personnel not to load hazardous cargo that did not have a DD Form 1387-2.			
10. Conducted a preflight briefing for all accompanying troops when loading was to be accomplished with the engine running.			
11. Notified the ALCE of the load completion time.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	ATP 4-16	MOVEMENT CONTROL	Yes	No
	DD FORM 1387-2	Special Handling Data/Certification	Yes	No
	DTR 4500.9-R	Part II Cargo Movement	Yes	No
	DTR 4500.9-R PART II	Defense Transportation Regulation, Part II (Cargo Movement)	Yes	No
	TC 4-13.17	Cargo Specialist's Handbook	Yes	No

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

AR 200-1 delineates TRADOC responsibilities to integrate environmental requirements across DOTMLPF and ensures all training procedures, training manuals, and training doctrine includes sound environmental practices and considerations. The Army's environmental vision is to be a national leader in environmental and natural resource stewardship for present and future generations as an integral part of all Army missions. Environmental protection is never completed. Continuously be alert to ways to protect our environment and reduce waste. Leaders must ensure that their unit has an active and strong environmental program. They must understand the laws and know what actions to take.

Leaders bring focus, direction, and commitment to environmental protection. Commanding officers should ensure the following environmental programs are in place and are being maintained:

- Hazardous materials program.
- Hazardous waste program.
- Hazardous communications program.
- Pollution prevention and hazardous waste minimization recycling program.
- Spill prevention and response plan program.

Safety: In a training environment, leaders must perform a risk assessment in accordance with FM 5-19, Risk

Management. Leaders will complete a DA Form 7566 COMPOSITE RISK MANAGEMENT WORKSHEET during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

All operations will be performed to protect and preserve Army personnel and property against accidental loss. Procedures will provide for public safety incidental to Army operations and activities and safe and healthful workplaces, procedures, and equipment. Observe all safety and/or environment precautions regarding electricity, cable, and lines. Provide ventilation for exhaust fumes during equipment operation and use hearing protection when required IAW AR 385-10, the Clean Air Act (CAA) and the CAA amendments, and the OSHA Hazard Communication standard.

Accidents are an unacceptable impediment to Army missions, readiness, morale, and resources. Decision makers at every level will employ risk management approaches to effectively preclude unacceptable risk to the safety of personnel and property affiliated with this task.

- (a) Take personal responsibility.
- (b) Practice safe operations.
- (c) Recognize unsafe acts and conditions.
- (d) Take action to prevent accidents.
- (e) Report unsafe acts and conditions.
- (f) Work as a team.

Prerequisite Individual Tasks : None

Supporting Individual Tasks :

Task Number	Title	Proponent	Status
551-88H-2504	Direct Securing of Cargo Aboard Aircraft	551 - Transportation (Individual)	Approved
551-88H-2512	Direct Construction of a 463L Pallet	551 - Transportation (Individual)	Approved
551-88H-1511	Escort Passengers and Chalks to Aircraft	551 - Transportation (Individual)	Analysis Completed
551-88H-1506	Secure Cargo Aboard Aircraft	551 - Transportation (Individual)	Analysis Completed
551-88H-2508	Direct Marking Center of Balance for a Multi-axle or Tracked Vehicle	551 - Transportation (Individual)	Approved
551-88H-1514	Load Married 463L Pallets	551 - Transportation (Individual)	Analysis Completed
551-88H-2507	Inspect Vehicles for Air Movement	551 - Transportation (Individual)	Approved

Supported Individual Tasks :

Task Number	Title	Proponent	Status
551-88H-4502	Monitor Air Terminal Operations	551 - Transportation (Individual)	Analysis Completed
551-88H-4512	Brief Troop Commander on Flight Safety	551 - Transportation (Individual)	Analysis

Supported Collective Tasks :

Task Number	Title	Proponent	Status
55-5-0043	Conduct Aerial Port of Debarkation Operations	55 - Transportation (Collective)	Approved
55-2-4811	Perform Aerial Port of Debarkation Activities for Deployment	55 - Transportation (Collective)	Approved
55-5-1411	Coordinate Air Transportation Support	55 - Transportation (Collective)	Approved
55-2-0106	Perform Arrival or Departure Airfield Control Group Functions	55 - Transportation (Collective)	Approved
55-2-4821	Perform Aerial Port of Debarkation Activities for Redeployment	55 - Transportation (Collective)	Approved
55-2-4820	Perform Aerial Port of Embarkation Activities for Redeployment	55 - Transportation (Collective)	Approved
55-2-4810	Perform Aerial Port of Embarkation Activities for Deployment	55 - Transportation (Collective)	Approved

55-2-4813	Conduct Onward Movement Activities	55 - Transportation (Collective)	Approved
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