



## UNITED STATES MARINE CORPS

MARINE CORPS AIR BASES WESTERN AREA MCAS MIRAMAR  
P O BOX 452001 SAN DIEGO CA 92145-2001

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ABBul 5700

MCCS

16 SEP 2004

### AIR BASES BULLETIN 5700

From: Commander  
To: Distribution List

Subj: 2004 MARINE CORPS AIR STATION MIRAMAR AIR SHOW

Ref: (a) OPNAVINST 3710.7S  
(b) SECNAVINST 5720.44A  
(c) FAA Certificate of Waiver or Authorization  
(d) SECNAVINST 3770.1C  
(e) StaO 3500.1  
(f) Air Show Standing Operating Procedures (SOP) Manual

Encl: (1) List of Key Personnel and Areas of Responsibilities  
(2) Military and Civilian Aircraft Flight Demonstration Letter of Instruction (LOI)  
(3) Maintenance and Logistics  
(4) Static Display Details  
(5) Air Show Layout  
(6) Logistics Augmentee Details  
(7) Provost Marshal Augmentee Details  
(8) Personnel Requirements Recap  
(9) Administrative Instructions  
(10) After Action Report

1. Purpose. To promulgate assignments, responsibilities and information for the planning and implementation of the 2004 Marine Corps Air Station (MCAS) Miramar Air Show. The references and enclosures provide additional information and instructions.

2. Background. MCAS Miramar will host its sixth annual Air Show from 15 to 17 October 2004. Approximately a half million spectators are expected to attend this three-day event. This year's Air Show theme is "Thunder Over Miramar: The Sound of Freedom!" and will be an "all hands" effort in planning and implementation.

3. Discussion. The absolute safety of all hands, spectators and participants, civilian and military, will be the number one consideration of all MCAS Miramar Air Show events, from the flight line to the gates. Regardless of the scope or magnitude of an individual's job, or the job of those who work for them, safety and

minimizing risk exposure will be paramount. In accordance with reference (e), the air show committee's 3d Marine Air Wing (MAW) Marine Air-Ground Task Force (MAGTF) Coordinator, Station's G-3, G-4, G-6, Marine Corps Community Services (MCCS), Public Affairs Office (PAO), Provost Marshal's Office (PMO) and the Branch Medical Clinic's representatives will incorporate Operational Risk Management (ORM) in all levels of planning, scheduling and execution of work performed in support of the Air Show. They will develop and maintain a risk assessment worksheet, using enclosure (1) of reference (e), for each existing operation before implementation, and submit a copy of each worksheet to the Air Show Coordinator by Friday, 1 October 2004. Use the worksheet as the primary risk assessment tool throughout the ORM process in establishing a quantifiable level of risk. The use of ORM Principles in all efforts is required as listed below:

- a. Identify hazards.
- b. Assess hazards.
- c. Make risk decisions.
- d. Implement controls.
- e. Supervise.

No instructions issued in this Bulletin shall be construed in a way such as to override good air and ground discipline or sound judgment.

#### 4. Organization

a. The Air Show will be governed by an Executive Steering Committee (ESC) comprised of the Assistant Chiefs of Staff (AC/S), G-3, G-4, G-8, MCCS, and Legal Counsel, MCAS Miramar. The ESC will be chaired by the Chief of Staff, MCAS Miramar. The primary purpose of the ESC is to set the guidelines and policies for planning and execution by the Air Show Committee. The Air Show Coordinator will carry out all tasks assigned by the ESC in accordance with the milestones set forth in reference (f).

b. The Air Show committee will be managed by the Air Show Coordinator who will be responsible for the overall coordination and management of all aspects of the Air Show per the guidance set forth by the Executive Steering Committee and reference (f). Key members of the Air Show Committee include, but are not limited to

representatives from: MCAS Miramar G-1, G-3, G-4, G-6, G-7, G-8, RSU, PAO, Safety, PMO, Medical, MCCA, 3d MAW G-3 and FAA-FSDO. Mr. Ed Downum from MCCA, is designated as the Air Show Coordinator who is responsible for the overall planning and execution of the Air Show project for the ESC.

c. Enclosure (1) is a list of key personnel and areas of responsibility. All key personnel are responsible to the Air Show ESC and will initiate appropriate action to complete the detailed planning required for their responsibilities listed in enclosure (1) and in accordance with reference (f). Detailed descriptions of assignments, significant points of contact, telephone numbers and lessons learned should be maintained for turnover and updated in the Air Show SOP.

d. If any assistance, guidance or reports need to be made prior to the Air Show, contact Mr. Ed Downum or the appropriate key personnel listed in enclosure (1).

#### 5. Operations and Safety

a. All participating aircrews will be thoroughly familiar with the guidelines established in the references. Specific guidelines for demonstration aircrews are provided in enclosure (2).

b. In the event of an aircraft mishap or mass casualty incident, the emergency mishap plan will be implemented immediately. The air show mishap plan will be provided by G-3, Airfield Operations, and maintained by the Emergency Services Division headed by the Provost Marshal in conjunction with Airfield Operations and the Branch Medical Clinic.

c. Absolute authority to suspend or cancel the Air Show rests with the Commander, Marine Corps Air Bases Western Area or a designated representative, the Air Show Chairman and Coordinator.

#### 6. Coordinating Instructions

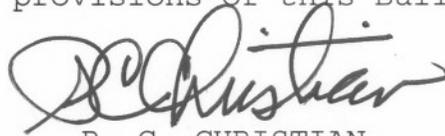
a. The working uniform for all Marines and Navy personnel working the Air Show will be Utilities (except aircrew manning static display aircraft, designated ushers/escorts, the Color Guard and the Band), or as directed. Any ROTC volunteers will be dressed in their military uniform. The Color Guard and Band will wear Dress Blue Delta's. Ushers and Escorts will wear Service Charlies.

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b. All Key Personnel will submit an after action report in the format depicted in enclosure (10). This report is due to the Air Show Coordinator by close of business on 29 October 2004.

7. Concurrence. The Commanding General, 3d Marine Aircraft Wing and Commanding Officers, Marine Aircraft Group 46 and Reserve Support Unit concur with the provisions of this Bulletin.



P. C. CHRISTIAN  
Chief of Staff

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LIST OF KEY PERSONNEL AND AREAS OF RESPONSIBILITIES

(If dialing commercial telephone (858) 577-xxxx/(DSN) 267-xxxx)

<u>AIR SHOW KEY PERSONNEL</u>	<u>RESPONSIBILITY</u>	<u>NUMBER</u>
Col P. C. Christian	Air Show Chairman	71221
Mr. Ed Downum	Air Show Coordinator	74258
Mr. Fran McComb	MCCS Operations Coordinator	74118
Ms. Anna Wall	MCCS APF/NAF Fiscal Coordinator	74783
Ms. Irma Malabanan	MCCS Marketing Director	76479
Maj Dean Robbins	Aerial Performers Coordinator	74302
LtCol Mike Hatch	Air Show Operations Coordinator	74302
Maj Matt Ward	Blue Angels Coordinator	74419
Maj Sarah Deal	Static Display Coordinator	74419
MSgt Ann Brown	Static Display Asst Coordinator	74284
Mr. Mike Setnan	ATC/Air Boss	79866
CWO3 Cindy Mangan	ARFF/Recovery Officer	76494
GySgt Darin Jones	Recovery Services Coordinator	76901
Capt Chris Miller	EOD Officer	77696
MSgt McClung	EOD/MAGTF Pyro Coordinator	77697
GySgt Guinn	Airfield Ops Coordinator	71723
SSgt Demond Mapp	CVIC Coordinator	74322
MSgt Sperling	Manpower/Administrative Coord	74470
Capt A. K. Larsen	3d MAW Coordinator	79632
LtCol Mike Burt	MAGTF Coordinator	71350

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<u>AIR SHOW KEY PERSONNEL</u>	<u>RESPONSIBILITY</u>	<u>NUMBER</u>
LtCol Amoroso	Provost Marshal	76601
1stLt Hendricks	Asst PMO Coordinator	71283
MSgt Saylor	NCOIC PMO Coordinator	74872
Fire Inspector Galvin	Fire Dept Coordinator	71531
SSgt Hammett	Safety Coordinator	71357
Mr. Bradley	Explosive Safety Coordinator	78868
Mr. Mike Murukis	Environmental Coordinator	71623
LT (USN) Mike Nielsen	Medical Coordinator	79899
HM2 Loving	Asst. Medical Coordinator	79849
Capt Ryan Flanagan	Logistics Coordinator	76149
MSgt Chapman	Asst. Logistics Coordinator	74702
Capt Thai Nguyen	G-4 Supply	77568
Mr. Rich Huber	Legal Counsel	71916
Sgt Martinez	Public Affairs Coordinator	76035
Mr. Tyrone Park	FAA/FSDO Liaison	(619) 557-5281
GySgt Carlos Gonzalez	Lodging Coordinator/RSU	74021
Mr. Ken Verdoliva	G-6 Coordinator	79627
SSgt Lipscomb	G-6 Communications Coord	71536
Mrs. Maureen McLawhorn	VIP/Protocol Coordinator	74831
CDR Elson	Chaplain	71333
Mr. Rob Twiliger	NCIS Miramar	76427

ENCLOSURE (1)

DETAILED RESPONSIBILITIES OF KEY PERSONNEL

1. The Air Show Chairman heads up the Executive Steering Committee (ESC) and provides planning and execution guidance to the Air Show Committee through the Air Show Coordinator. The Air Show Coordinator takes direct guidance from the Chairman of the ESC, MCAS Miramar Chief of Staff. The ESC establishes and manages the entire Air Show Committee composed of key members representing Station G-3, G-4, G-8, MCCS, and Counsel. The full Air Show Committee normally meets approximately six months prior to the air show month (i.e., April), and then monthly thereafter until the last month prior, at which time the committee meets weekly or as directed by the Chairman or Coordinator.

2. Air Show Coordinator

a. Conduct all Air Show Committee meetings and all other special meetings required with key individual participant planners and outside agents associated with the conduct of the air show in order to ensure progress is maintained within the scheduled timeline and to resolve any problems/issues from tasked organizations.

b. Monitor and supervise the coordination efforts of the set-up, teardown and clean up of all air show support areas (i.e., flight line roads, parking lots, gates, hangars, briefing room, etc.). Coordination required with 3d MAW, MCAS G-1, G-3, G-4, G-6, G-7, G-8, PMO, PAO, MCCS, Safety, Headquarters and Headquarters Squadron (HQHQRON), MAG-46, RSU, MCAS Yuma and MCAS Camp Pendleton, and local military recruiters.

c. Select and coordinate the confirmation and contracting for all military and civilian performers.

d. Plan and schedule all air show air and ground performance timelines with the Air Boss and the Aerial Coordinator, ensuring all FAA, SECNAV and local airspace operating regulations are adhered to during all execution phases of the air show.

e. Coordinate with G-3 to ensure all message traffic, official forms and other correspondence are completed on time. Oversee the daily air show performers aircrew briefings.

f. Coordinate with the ESC to determine the overall Air Show theme to be used for the poster, T-shirts, program and performance schedule and the daily opening ceremony.

ENCLOSURE (1)

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g. Designate the boundaries of the entire air show layout to include the aerobatics box, spectator areas, and all parking and staging areas.

h. Ensure the Static Coordinator plans and executes the maximum capacity of military and civilian static displays (aviation and ground displays).

i. Coordinate the support for displays and viewing areas for all services' recruiters.

j. Supervise and manage both the appropriated and non-appropriated budgets for all expenditures directly related to the air show. Act as the budget approving authority for the ESC.

k. Supervise the Lodging Coordinator to ensure all billeting requirements in support of military and civilian performers, static displays and other official supporting participants (i.e., contracted civilians and military active duty and reservists) are satisfied. This will include all military and civilian lodging facilities, both on and off base.

l. Brief the Commander, Marine Corps Air Bases Western Area and the ESC as required on all progress of air show planning and execution.

m. Review the planning and execution of the annual Mass Casualty Drill to be conducted no later than 1 October 2004. Coordination is required with G-1, G-3, G-4, G-6, G-7, PMO, Medical, PAO, 3d MAW, MCAS Yuma SAR, and several agencies outside the base (i.e., Red Cross, Mercy Air, Life Flight and local area hospitals). Assist the G-3 in planning and execution of the Mass Casualty Drill, as required. Review results of the drill for application to the air show.

n. Ensure ORM worksheets are completed prior to the associated activity being conducted (i.e., performer arrivals, PMO traffic control).

o. Ensure submission of accurate Air Show messhall rosters and Air Show Box meal rosters, for all personnel from all units who are to receive messhall subsistence, to the Food Service Officer not later than close of business 8 October 2004.

p. Prepare, publish, and distribute the Air Base Bulletin 5700, Miramar Air Show 2004. Coordinate with Station Reproduction and G-1.

3. AC/S G-1, Manpower/Administrative Coordinator

a. Assist MCCS with the publishing and distributing of the Air Show Air Bases Bulletin 5700.

b. Responsible for coordinating and tracking all air show augmentee personnel with 3d MAW G-1, MAG-46, RSU, Miramar HQHQRON, and Navy Southwest. Establish direct liaison with tenant commands and outside commands to arrange for personnel augmentation rosters.

c. Coordinate all required administrative functions in regards to the air show.

d. Process personal award recommendations for letters of appreciation, certificates of commendation, etc., as required.

4. AC/S G-3

a. Airfield Operations Coordinator

(1) Coordinate with MCAS Yuma to arrange for one medevac helicopter and crew for emergency evacuation support, 14 to 18 October.

(2) Initiate, plan and execute the FOD Walk LOI for Monday, 18 October 2004. Coordinate the assignment of personnel to selected FOD sections to conduct air show all hands FOD walk down on Monday, 18 October 2004.

(3) Direct the "policing" of all taxiways, ramps and spectator areas each morning before flight demonstrations and each evening following flight ops.

(4) Ensure airfield services are fully operational throughout all air show evolutions.

(5) Ensure appropriate NOTAMS/messages are published as well as notifying divert airfields that will be used for the air show.

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(6) Review the Mass Casualty Drill results to be conducted by 1 October 2004, and plan, coordinate and prepare a Mishap Plan for the air show event.

(7) Notify the Trap and Skeet Club and the Miramar Radio Control Model aircraft club of dates and times they will be required to close their operations for air show rehearsals and performances.

(8) Conduct controlled burn of the airfield within 60 days of the air show. Coordinate with the Fire Department, Environmental Coordinator, and EOD for specific guidance on locations and dates of burns.

(9) Capture all costs for damages/loses occurring as a direct result of the air show and submit documentation to the air show coordinator for appropriate action for reimbursement.

(10) Designate a VIP Coordinator to be responsible for all aspects of the VIP parking area, VIP Parking passes and coordinating any special transportation to/from the VIP parking area and the chalets.

(11) Coordinate with the G-4 (I&L) Coordinator to ensure parking barriers of all types are in place and fully functional at the designated time and locations.

b. Aerial Performer Coordinator

(1) Arrange for all required support in accordance with the civilian performer contracts, demo teams and the Blue Angels' Support Manual. Ensure all appropriate deadlines are met.

(2) Prepare necessary waiver requests and conduct liaison with the FAA for waiver and airspace reservations.

(3) Brief participants and narrators on flight demonstration particulars of waiver and course rules.

(4) Serve as Blue Angels' liaison coordinator.

(5) Prepare a welcome aboard package for each performer. The package should include all necessary air show information such as: lodging accommodations, vehicles, wristbands, phone numbers of key personnel, event schedule, maps, plus any other need to know information.

ENCLOSURE (1)

(6) Coordinate closely with the Air Boss and FAA for safely and efficiently conducting all air show related flying activity.

(7) Ensure daily performance schedules are planned and executed in accordance with the Air Show Coordinator's requirements.

(8) Conduct the daily air show performers' aircrew briefings, 15 to 17 October 2004.

(9) Responsible for coordinating with MCCS Marketing for receiving, staging, assigning and returning all sponsored courtesy vehicles and any additional rental vehicles (through G-4 contracting) used to support air show performers.

(10) Responsible for submitting all vehicle requirements for G-3 divisions (Airops, EOD, VAL), all air show performers, and all static display aircrews to the Air Show Coordinator two months prior to the air show for sourcing.

c. Air Boss

(1) Coordinate with the Airfield Operations Coordinator, Air Show Operations Coordinator, Aerial Coordinator, and the Air Show Coordinator during all planning and execution stages of the air show for airspace utilization and course rules procedures.

(2) Serve as ATC tower local controller (Air Boss) during the air show to execute the scheduled aerial performers time line.

(3) Coordinate with the Airport Manager, Montgomery Field, for closure of Montgomery Field Airport during the Blue Angels' portion of the MCAS Miramar Air Show and their practice periods.

(4) Coordinate with the FAA and local Airport Managers for the Blue Angels six plane F/A-18 fly-over of the San Diego Bay on their initial arrival to MCAS Miramar.

(5) Coordinate with the FAA for establishing a Temporary Flight Restriction (TFR) during the MCAS Miramar Air Show for all Blue Angel rehearsals and performances. Ensure TFR notices are distributed to all local Military and Civilian airport managers.

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(6) Coordinate with the FAA and San Diego Sheriff Department to establish procedures for an airborne enforcement patrol of the TFR airspace during the MCAS Miramar Air Show.

(7) Coordinate with the FAA to create an airspace agreement to facilitate rehearsal demonstrations and holding locations outside the air show demonstration airspace.

d. Static Display Coordinator

(1) Originate an official request for military static displays through Defense Messaging System (DMS) message traffic and invitations for civilian static display aircraft.

(2) Provide a detailed static display laydown diagram to the Air Show Coordinator 15 days prior to the air show for inclusion into the final airfield ramp laydown diagram.

(3) Determine lodging requirements for all air show Military and limited Civilian static displays and coordinate with the Air Show Lodging coordinator for all lodging assignments.

(4) Determine all vehicle support requirements and submit to the Air Show Coordinator for appropriate action.

(5) Coordinate with the MCCS and 3d MAW coordinators for assigning parking spaces for all air show civilian and military static aircraft and other military equipment.

(6) Coordinate the movement and staging of all non-participating tenant aircraft prior to and after air show dates.

(7) Arrange for ground support equipment and all fuel and oil requirements as required to support static display and demonstration aircraft. Ensure that all Air Show aircraft refueling activities priority sequence is set by the VAL Line Point of contact and is communicated to the G-4 I&L Fuels Section in advance of all required aircraft refueling. Provide a single point of contact daily to the G-4 Fuel Division to coordinate all fuel farm support.

(8) Coordinate and orchestrate late arrivals and early departures with Logistics, PMO, Safety, Air Traffic Control, Airfield Operations Coordinator and the Air Show Coordinator.

ENCLOSURE (1)

(9) Prepare a welcome aboard package for each static display team. The package should include information on lodging accommodations, transportation, air show hours, POC phone numbers of key personnel, aircrew chalet wristbands, maps, any special instructions to include a no smoking policy on the ramp, plus all other pertinent air show information and working passes.

(10) Provide a confirmed list of authorized aircraft participants to the Air Traffic Control Facility Officer by Wednesday, 13 October 2004.

e. Air Show Operations Coordinator

(1) Support the Air Show Coordinator in all areas as required to include execution and management of the overall air show planning timeline.

(2) Plan, schedule and execute the daily air show event schedule in conjunction with the Aerial Coordinator, EOD, and Air Boss, per the Air Show Coordinator's guidance.

(3) Manage and distribute all complimentary preferred seating air show tickets and passes, per the Air Show Coordinator's guidance.

(4) Maintain close liaison with the local Flight Standards District Office (FSDO) representatives during all planning stages and execution phases of the air show to ensure compliance with all applicable FAR requirements.

(5) Manage and control, in coordination with PMO and other appropriate Air Show committee key personnel, the distribution of all government and civilian vehicle passes requiring access to the flightline for all phases of the air show. Manage and control the distribution of the "performer" and "all access" wristbands as required.

(6) Coordinate with Combat Visual Information Center (CVIC) and PMO and MCAS Yuma Search and Rescue (SAR) for a military photographer and a military policeman (MP) to ride in the medevac aircraft to observe and photograph all spectator areas, parking lots, vehicle gates and other areas as directed during peak attendance times, from 15 to 17 October 2004.

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(7) Request and secure confirmation of required air show opening ceremony support via written correspondence from the Marine Corps Recruit Depot, Marine Corps Base Band, MCAS Miramar H&HS Color Guard and the Chaplain.

(8) Request and reserve the RSU auditorium located at Building 8671, with an operational power-point projection system, microphone sound system, hot and cold drinks, and continental breakfast with fruit in support of the air show morning performers briefings for 15 to 17 October 2004.

(9) Track and submit all changes of milestones to the Air Show Coordinator.

f. Combat Visual Information Center (CVIC) Coordinator

(1) Provide a front and back elevated panoramic digital photographic of the entire air show ramp venue. Provide a digital photograph of all preferred seating areas, flight line ramp areas, parking areas and traffic flow on all air show performance dates, 15 to 17 October 2004. Coordinate with the Air Show Coordinator for special instructions. Use of the MCAS Yuma SAR helo is authorized. Coordination required with LtCol Hatch and the SAR OIC for scheduling of flights.

(2) Provide time-lapse photography of the air show setup construction phase on the flight line from 10-15 October.

(3) Provide video coverage of the air show performances for historical purposes.

(4) Coordinate with the Air Show Coordinator or the Air Show Operations Coordinator for all requirements and provide the photographs and videos to the Air Show Coordinator upon completion of processing.

g. Anti-Terrorist/Force Protection(AT/FP) Plans Coordinator

(1) Plan, coordinate and prepare an AT/FP LOI for the air show.

(2) Plan, coordinate, prepare and execute a Mass Casualty drill within 30 days of the air show.

ENCLOSURE (1)

(3) Review the Mass Casualty Drill results and after action items and provide a report to the Air Show Chairman and ESC members.

(4) Request a waiver through MARFORPAC AT/FP Officer for the parking of vehicles on the flightline.

5. AC/S G-4, I&L Coordinator

a. Stage barrels (55-gallon drums) for refuse and provide trash liners. Remove trash bags from pick-up sites and deliver to dumpsters for removal by refuse contractor.

b. Contract to provide an appropriate number of portable chemical toilets in accordance with the flight line layout. Ensure there are an adequate number of handicap restrooms and infant changing equipped chemical toilets located on the airfield. Ensure all restrooms are maintained in a clean sanitary condition and stocked with toilet paper throughout each air show day, 15 to 17 October 2004.

c. Provide bus and other government vehicle support as required. PMO and MCCA will provide shuttle bus requirements. Other key personnel will submit additional government vehicle requirements as required through the Air Show Coordinator for approval. Contract to provide up to five rental TRAMS for use during Saturday and Sunday air shows.

d. Install PVC sport fencing, plastic snow fencing and rope-and-barrel harnesses for crowd control as required. Coordinate with the Air Show Coordinator to define the primary crowd control lines. Coordinate with Static Display, PMO and MCCA coordinators for additional crowd control requirements.

e. Provide potable drinking water for attendees to consume from water trailers or other water dispensing systems as required, through coordination with 3d MAW, MWSS and Medical's Preventive Medicine Officer.

f. Coordinate with PMO and Air Show Coordinator to designate all road and parking lot availability for use during air show days, 15 to 17 October 2004.

g. Provide staging area on the flight line in the vicinity of the octagon for all required contracted AVGAS service vehicles.

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h. Coordinate with the Aerial Performer Coordinator to ensure adequate drivers and fuel trucks are available to service civilian and military aircraft with fuel during the air show week.

i. Coordinate with 3d MAW G-4 on logistics support personnel and equipment required.

j. Provide all available runway sweeper support to include two-way radio communication with control tower in coordination with logistics and airfield operation requirements.

k. Provide all unleaded gas (approximately 9,500 gallons) and two refueler trucks with drivers, each with unleaded fuel nozzles for pyrotechnic support to EOD as required for the three-day shows. Be prepared to implement a back-up contingency plan in the event there are mechanical problems with fueling operations.

l. Provide five (5) fully operational unleaded refueling trucks on Saturday, 16 October 2004 from 1500 to 1800. Each refueling truck must have unleaded fueling nozzles and a minimum of 700 gallons of unleaded fuel. Each truck will be used at a different location in the midfield area.

m. Provide recycling containers and all related support services for recycling efforts during the entire air show, 15 to 17 October 2004.

n. Provide all air show related garrison mess hall meal support required during air show days, 15-17 October. Key personnel requiring hot or box meals for their personnel will be required to submit completed meal request forms in accordance with instructions provided by the Food Services Officer. Designate a single POC responsible for providing and delivering water/food to all air show working military personnel periodically throughout each air show day.

o. Provide all food preparation, delivery, service and clean up of the Miramar Chalet.

p. Provide maximum availability of Consolidated Billeting Quarters for use by air show participants and supporting personnel. Provide a single point of contact to coordinate with the Lodging Coordinator.

ENCLOSURE (1)

q. Provide a detailed consolidated accounting report to the Air Show Coordinator for all charges with invoices for each bed utilized in support of the air show no later than 31 October.

r. Provide one white 40' mobile trailer to be positioned on the airfield in support of the Blue Angels. Coordinate with the Aerial Coordinator for time and location and removal details.

s. Provide one enlisted fund administrator/purchasing assistant to MCCS for up to 90 days to conduct credit card purchasing and PR Builder process functions in support of the air show.

t. Obtain instructions from G-3 Airfield Operations VAL Line for the proper sequence and priority of all Air Show aircraft refueling activities. Coordinate with G-3 for a single point of contact at the VAL line for fuel servicing requirements.

u. Provide a consolidated accounting report of all aviation and ground fuels used for air show performers, static displays, and support equipment (trams, generators, golf carts, rental vehicles and EOD). Submit the report to the Air Show Coordinator no later than 31 October.

v. Submit an estimated air show labor overtime request to the Air Show Coordinator for pre-approval.

w. Coordinate with the Airfield Operations Coordinator to ensure parking barriers of all types are in place and fully functional at the designated time and locations.

6. AC/S, G-6 Coordinator

a. Develop and publish the Communications Plan no later than four weeks prior to the air show.

b. Serve as the Air Show Coordinator's liaison with the contracted air show sound system company and on all matters involving radio, telephone and computer services provided by G-6.

c. Capture all costs associated with providing air show support, and include in the Comm Plan to the air show coordinator.

d. Submit an estimated air show overtime request to the air show coordinator for pre-approval.

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7. AC/S G-7, Environmental Coordinator

a. Ensure all appropriate environmental documents and notifications covering all aspects for the air show are completed within the specified time periods.

b. Coordinate with the Fire Department Coordinator, the Airfield Operation Coordinator, and EOD for a controlled burn of the airfield grass within 60 days prior to the air show week.

c. Provide assistance if needed in responses to hazardous material spills and clean up. The primary response responsibility rests with the originator of the spill with assistance provided by the VAL and Fire Dept personnel.

d. Ensure there is no vehicle parking in any environmentally sensitive areas. Coordinate with PMO and Airfield Operations Coordinator for planning and enforcement.

e. Flag, mark and map all environmentally sensitive areas as least one month prior to the air show week.

f. Coordinate with the Airfield Operations Officer for the planning and execution of the FOD walk down to be conducted on Monday, 18 October.

8. AC/S G-8, Appropriated Funds/Fiscal Coordinator

a. Authorized appropriated budget will be established by G-8 at the beginning of the fiscal year. All procurements with appropriated funds will be reviewed and approved in advance by Mr. Downum, MCAS Miramar Air Show Coordinator. All Air Show funding resides in MCCS fund administrator, F6. All documents will be executed using the F6 Financial Information Pointers (FIPS) and copies of funding documents will be provided to MCCS Financial Manager and the G-8 Comptroller POC.

b. All overtime estimates will be submitted to the Air Show Coordinator and G-8 at least one month prior to the weekend of the air show. For all overtime, Special Interest Code (SIC) 8A0 will be used for tracking purposes in the Standard Accounting, Budgeting and Reporting System (SABRS). Employees must ensure the FIP (F6) and SIC (8A0) are used on the time cards when submitted for air show overtime pay periods.

ENCLOSURE (1)

9. AC/S MCCA Coordinator

- a. Prepare and arrange for printing of:
  - (1) Vehicle passes (official, press and service, i.e., vendors, support equipment).
  - (2) Credentials/Badges (official, press, guest and participant).
  - (3) The air show souvenir program.
  - (4) All air show marketing literature.
- b. Designate locations for all food, drink and souvenir concession stands and information booths.
- c. Set up tents for Aircrew Performers, Aircrew Static Chalet, Event Control Point at air show center, PMO at each of the three flight line entry points, ARFF remote site and designated hot spots on the airfield.
- d. Provide water, earplugs and sunscreen for all military workers, as required.
- e. Track all necessary appropriated and non-appropriated fund requisitions for air show support.
- f. Prepare financial reports including "pro forma" income statement, periodic status of expenditures and a final financial statement.
- g. Coordinate with PMO and Air Show Operations Coordinator for station access passes and routing used by the master concessionaire's vendors and other novelty vendors and Consumer Fair vendors.
- h. Establish a menu and proper prices for food and beverage and a method for controlling equipment, products and cost.
- i. Determine an adequate number of food and beverage booths to accommodate the estimated attendance of spectators.

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j. Determine product sources and inventory levels to ensure there are sufficient products to supply all food and beverage booths without running out of supplies during the air show.

k. Coordinate with the Air Show Operations Coordinator and PMO for special base passes, routing and parking for performers, static display participant parking and MAGTF performer parking.

l. Arrange for providing meals for performers, static displays and Key Personnel as required.

m. Provide catering for the performers brief at building 8671, RSU auditorium, no later than 0600 daily, 15 to 17 October 2004.

n. Provide catering for the Blue Angel demonstration squadron's daily preflight briefs at the RSU conference room no later than 0900, 15 to 17 October 2004.

o. Assume responsibility for managing all preferred seating areas to include: chalets, grandstands and box seats.

p. Procure, assign and distribute gas powered golf carts, PCS phones and two-way radios as required.

q. Procure through sponsorship and rental vehicle contracting sufficient vehicles no less than 30 days prior to the air show to support all military and civilian performers and static display transportation requirements. Airfield Operations will be responsible for vehicle assignments to performers.

r. Provide contracting services for all non-appropriated fund expenditures in support of the Air Show as required.

s. Contract for all required aviation gasoline (AVGAS) for civilian performers and static aircraft. Provide two AVGAS refueler-dispensing trucks with drivers by noon Wednesday, 13 October 2004. (MCCS will purchase all required AVGAS for civilian static and performer aircraft).

t. Acquire through sponsorship or other means, sufficient quantities of sunscreen and bottled water for working military and civilian volunteers.

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u. Coordinate with PAO and provide up to 3,000 reserved grandstand seats, at no cost, on Friday, 15 October 2004 for local school children.

v. Establish and maintain up-to-date information on the air show through the MCCS information "Hot Line" and the Miramar Air Show website.

w. Coordinate with the Air Show Operations Coordinator, G-6 Coordinator and the MCCS Operations Coordinator to provide a working party for the detailed set-up and location of tables, portable chemical toilets, lighting, phones, radio equipment, sound system wires, etc., at the air show Event Control Point.

x. Provide adequate amounts of food and water for approximately ten people to the event control point each air show day.

y. Provide adequate funding with per diem, travel and lodging to all augmented EOD technicians in support of the MAGTF demonstration/night show special effects and SAR personnel from MCAS Yuma.

z. Provide to Base Operations a large (4 x 8) easy to read map with index and grid displaying the air show layout as an aid for the CG's VIPs to help locate various air show areas.

10. Public Affairs Coordinator

a. Coordinate with MCCS in the preparation and release of publicity information to the media. Coordinate with major media outlets to obtain expanded publicity for the air show from all mediums ranging from local to international.

b. Coordinate with MCCS for the live remote broadcasts by radio and television stations within display/air show area. Schedule military personnel as interview subjects for radio and television stations.

c. Coordinate with MCCS on the media coverage of the air show before, during and after the air show. Supervise and limit use of air show media credentials to authorized media personnel using restricted press areas only, including media interaction for special productions (e.g., feature film, documentary, cable broadcast, etc.).

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d. Provide local coordination assistance to the Blue Angels' Public Affairs Officer.

e. Supervise and coordinate visits by special groups (e.g., Marine and Navy Recruiting District, handicapped persons, Naval Medical Center, San Diego and Make-a-Wish Kids, Junior ROTC, etc.).

f. Select and screen nominees for three Blue Angels media flights per the Blue Angels' Support Manual and Navy Recruiting Command and submit to the Air Show Coordinator for approval. Schedule Aviation Physiology and Water Survival training for selectees. Media flights will be scheduled from 0900 to 1200 on Wednesday, 13 October 2004.

g. Provide air show information to all inquirers. Coordinate with MCCS and G-6 to maintain current up-to-date air show information hot lines and websites.

h. Send special invitation letters to local school districts and partnering schools for the Friday show.

i. Coordinate with MCCS Marketing Department to develop media/air show sponsor passenger list for Civilian Performer Media Rides event, Thursday, 14 October 2004.

j. Coordinate and brief all civilian media and photographers on the requirement to remain in the designated media areas only. Also, access to the Event Control Point at air show center is not permitted without prior approval from the Air Show Operations Coordinator, LtCol Hatch.

11. Provost Marshal Office (PMO), Emergency Services Coordinator

a. Develop a parking plan and designate parking areas throughout the mainside base for spectator vehicles and provide parking directors for these areas.

b. Submit requirements to the AC/S G-4, Logistics Coordinator and MCCS for additional signage and traffic directions to guide traffic to and from parking areas. Ensure timely placement of signs prior to the air show. Signs must be constructed and legible for both day and night use.

c. Coordinate for local police escort for official Blue Angels motorcades from Blue Angels off base lodging to the air

station as required for Friday through Sunday, 15 to 17 October 2004.

d. Develop a traffic flow plan and provide special air station vehicle entrance points and routes as required. Ensure maximum traffic flow efficiency onto and off of the air station throughout the air show days, 15 to 17 October 2004.

e. Ensure that spectators do not stray into restricted areas that are closed to the public. Provide parking control and personnel security at the Air Show Event Control Point, Air Show center, 15 to 17 October.

f. Ensure adequate crowd control measures are in place along the front air show crowd-line and the two fire lanes prior to any public spectators arriving on the flight line each morning and maintain crowd control throughout the duration of each air show day, to include the Saturday night performances.

g. Designate and control all VIP, Blue Angel, and Preferred parking areas as required. Restrict ALL vehicle operations in front of the of the air show crowd line from 1130 - 1300 each air show day while opening ceremonies are being conducted.

h. Conduct liaison as required with local city and state traffic agencies and officials to provide for optimum flow of traffic on all public road access points to MCAS Miramar.

i. Coordinate with EOD for preparation of "bomb pits" at each pedestrian entry control points to the flight line.

j. Provide after hours nighttime roving security in the mid-field EOD special effects pyro area to guard against vandalism.

k. With the exception of an emergency, no base wide public announcements shall be conducted during the opening ceremonies from 1145-1215 each air show day.

l. Determine requirements for traffic control and security. Request required augment personnel support from the G-1 Manpower Coordinator, MAG-46, and from the RSU.

m. Provide perimeter flight line security and maintain crowd control measures throughout air show set up, execution and tear down days, 10 to 20 October 2004.

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n. Be prepared to implement the air station's Mass Casualty/Disaster Plan.

o. Plan for optimum positioning and routing of fire department and other emergency response vehicles in the event of a fire or crash which may occur on or off the air station.

p. Supervise and manage the Lost and Found Booth staffed with MCCA personnel to assist in providing information, locations of service facilities and answer questions pertaining to the lost and found personnel inquiries. Coordinate with MCCA Operations Coordinator for providing the tent, chairs and tables and any additional volunteer manpower.

q. Receive, tag and safeguard lost and found items, daily.

r. Maintain communication with Air Show Operations Coordinator at the Air Show Event Control Point to ensure required information is passed over the public address system.

s. Provide parking control and personnel security at the Air Show Event Control Point as required each day. Coordinate with the Air Show Operations Coordinator.

t. Coordinate with local law enforcement agencies for the closure of Kearny Villa Road as required for the daily Blue Angels rehearsals and performances as required by the FAA.

u. Establish, execute and enforce a flight line vehicle traffic plan for maintaining safe flow, direction and vehicle traffic speeds at all times. The parking and traffic flow plan shall be provided to the G-3 Operations Officer 45 days prior to the air show to allow sufficient time to coordinate with airfield tenants.

v. Coordinate with MCCA and the Air Show Operations Coordinator for the use and distribution of essential duty section passes. The pass allows ONLY working personnel to travel to their work location to perform their assigned duties as needed. The duty section pass does NOT authorize access to the flight line.

w. Coordinate with PAO for supporting the Make-a-Wish and Naval Hospital Balboa special kids parking plan and shuttle to the MCCA chalet on the crowd line on Thursday, 14 October.

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12. Fire Department Coordinator

a. Conduct a controlled burn of the airfield within 60 days of the air show. Coordinate with the Environmental Coordinator, Airfield Operations Coordinator and EOD for specific guidance on locations and dates of burns.

b. Provide flight line fire fighting services during the air show rehearsal and performance dates, 14 to 17 October 2004. Coordinate with the Airfield Operations Coordinator to establish an approved plan.

c. Ensure no POV's or GOV's are parked in any aircraft hangars due to fire safety regulations.

d. Ensure adequate fire bottle coverage for all performer and static display aircraft.

e. Submit all Air Show support requirements to the Air Show Coordinator via the PMO Coordinator.

f. Thirty days before Air Show verify Fireworks Contractor has proper licenses, insurance, and certifications for conducting displays. On Saturday, 16 October, inspect fireworks mortar area for proper setup. Once all safety precautions are implemented, issue Fireworks Permit.

g. Before and during Air Show, inspect Chalets, Grandstands, Consumer Fair, and Concession Stands for proper Fire Safety (e.g., exiting, electrical wiring, interior finish, etc.).

h. Inspect all cooking booths for fire safety prior to each morning startup and periodically during the day.

13. Medical Services Coordinator

a. Establish an adequate number of First Aid sites with large highly visible identification banners marking your locations throughout the spectator area on the flight line. Coordinate with the MCCS Coordinator to ensure all planned locations are properly identified on the overview map of the air show diagram.

b. Monitor the two shade tent rest areas located in the spectator area on the flight line to provide relief for overexposure to sun or heat exhaustion. MCCS will set-up and

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maintain these rest areas with tents, tables, chairs, water and ice. Roving medical teams will contact the MCCA compound whenever any replenishment or logistical assistance is required during the air show.

c. Provide appropriate ambulance services from 15 to 17 October 2004.

d. Coordinate with Civilian Air Ambulance and MCAS Yuma SAR to provide on-site helo medevac service and to establish proper operating procedures during air show days, 15 to 17 October 2004. The Airfield Operations Coordinator will initiate the official request for helo support from MCAS Yuma SAR. MCCA will provide funded APF orders for the approved selected aircrews.

e. Coordinate with 1st Medical Battalion, I MEF, to provide medical support for the Air Show from 15 to 17 October 2004.

f. Establish and man a Battalion Air Station (BAS) (5-10 beds) from 0530 to 1800, 15 and 17 October 2004 and 0530 to 2300 on Saturday, 16 October 2004. The BAS set up must be completed by Thursday, 14 October 2004.

g. Provide a minimum of four nurses and ten hospital corpsmen per day (two nurses and five hospital corpsmen per shift) to staff the BAS. MCAS Miramar will fund consumable items. Submit the purchase request for the consumable items for the air show, not to exceed \$1,000, no later than 13 August 2004 to the Air Show Coordinator for approval.

h. Provide one corpsman to be attached to EOD for live fire MAGTF demonstrations NLT 0800 on 11 October through 18 October 2004.

i. Procure as necessary all required medical equipment in order to conduct medical services as needed for the entire air show duration.

14. Naval Criminal Investigative Service (NCIS)

a. Provide an updated Threat Assessment prior to the Air Show.

b. Investigate felony criminal, force protection, and counter-intelligence issues related to the Air Show.

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c. Brief Commanding General regarding any force protection issues within the San Diego area.

d. Liaison with the San Diego FBI for their support to the Air Show.

e. Provide on-site NCIS representation for the duration of the Air Show.

f. Coordinate with PAO to provide Threat Assessment/Force Protection briefing to Blue Angels POC upon his/her arrival. Provide Blue Angels POC with additional briefings as warranted.

g. Impress upon 3d MAW the importance of maintaining secure squadron spaces/aircraft void of any unauthorized personnel.

15. Safety Coordinator

a. Provide roving Safety Patrols for the flight line, ramp and adjacent areas responsible for spectator safety, static display safety and other assistance as may be required.

b. Coordinate with the station Fire Department to ensure adequate fire bottle coverage for all performer and static display aircraft.

c. Ensure Operational Risk Management (ORM) is incorporated in all levels of planning, scheduling and execution of work performed in support of the MCAS Miramar Air Show.

16. Chaplain

a. Provide invocation on 15 to 17 October 2004 at 1200 as part of the opening ceremonies. Coordinate with the Air Show Operations Coordinator daily prior to 1000 for the latest instructions.

b. Provide an invocation at the air show performers' initial aircrew briefing at 0700 on Friday, 15 October 2004. The performers' briefing will be located at building 8671, second deck, RSU auditorium.

ENCLOSURE (1)

17. Legal Counsel

a. Advise the Air Show Chairman and Coordinator as necessary concerning the legal aspects of air show activities, including liability considerations, which may be affected by existing law, regulations, directives and policy.

b. Review, as required and in conjunction with MCCA Counsel from the Western Area Counsel Office, all contracts entered between vendors, performers and MCCA.

18. CG's Executive Assistant, VIP/Protocol Coordinator

a. Prepare and organize the CG's VIP guest list, invitations and RSVP's.

b. Coordinate with MCCA and the Air Show Chairman or Coordinator for VIP seating requirements.

c. Coordinate with G-4 Logistics Coordinator and MCCA Catering to prepare and provide food and service to the Commanding General's chalet for each air show day.

d. Brief and supervise the NCOIC of the VIP usher detail for duty at the CG's Chalet during each air show day.

19. 3d Marine Aircraft Wing (3d MAW) Coordinator

a. Provide available aircraft, equipment and personnel for static display as listed in enclosures (4), (6), (7), (8) and (9).

b. Provide the 3d MAW band for performances at the air show, 15 to 17 October 2004, if available. The MCRD Band will perform in their absence.

c. Establish the G-4 Logistics Detail of one SNCOIC and 100 Marines, sergeant and below, entirely formed in a 3d MAW selected garrison area for attachment to the MCAS Miramar G-4 Operations Officer at 0800 on Friday, 8 October 2004, and be prepared to meet all requirements of enclosures (6), (8) and (9).

d. Provide a detail of 250 Marines, E-5 and below, to augment MCAS Miramar PMO for security duties (see enclosures (7) through (9)).

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e. Provide aircraft and personnel for the MAGTF demonstration for the air show, 15 to 17 October 2004. Publish the MAGTF Letter of Instruction.

f. Provide each resident squadron with a detailed diagram of exactly what ramp space areas must be clear of equipment with a completion date and time. Each resident squadron will identify a POC responsible for clearing the ramp areas.

g. Provide Hangar 3 for Consumer Fair set-up and F-117 static display beginning 1000 Wednesday, 13 October, to 1700 Monday, 18 October 2004.

h. Provide Hangar 4 for civilian performers' aircraft and F-117 aircraft support and security beginning 0800 Wednesday, 13 October to 1700, Monday, 18 October 2004.

i. Provide the eastern one-third of Hangar 5 from 1000 Wednesday, 13 October to 1700, Monday, 18 October 2004 for use by the Blue Angels to conduct necessary maintenance and to provide protection in the event of foul weather conditions.

j. Provide building 9223 and the adjacent area to the east and west inside the flight line fence between Hangars 2 and 3 for air show use from Wednesday, 13 October through Monday, 18 October 2004 as the MCCS central compound, golf cart staging area, PMO compound, and air show vendor compound.

k. Ensure the flight line ramp space at Hangar 6 is cleared of aircraft by noon Wednesday, 13 October for parking lot preparation, and the area east of Hangar 1 is cleared of aircraft by noon Thursday, 14 October 2004.

l. Ensure the flight line ramp between Hangar 0 and Base Operations is clear of all squadron operational aircraft NLT 1000 on Wednesday, 13 October 2004, to allow for the remainder of all air show logistical assets to be set up. Towing of aircraft into and out of the ramp area only. Aircraft parking allowed on the C-130 ramp between Hangar 0 and Hangar 1.

m. Provide the following support equipment and associated maintenance and service for PMO, Logistics and Airfield Operations:

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<u>Nomenclature</u>	<u>Quantity Total</u>
Floodlight, skid mounted B0635 10KW 60Hz (PMO)	12
Generator, MEP 003A B0891 (PMO)	12
Generator, MEP 06 (Bryant Fuel System)	1
M353 Trailers, D0080 (PMO)	12
Refrigerator, 350 Cubic Foot Units B1710 (PMO/G4)	2
M923 5 ton trucks D1059 (PMO)	3
M927 5 ton truck w/long bed D1061 (G4)	1
Six Cons B2086 (S4)	2

<u>Nomenclature</u>	<u>Quantity Total</u>
M149 waterbulls w/trailers D0880 (G4)	25
Generator, MEP 005A B0953 (PMO)	1
4,000 lb DTC 8606 forklift B2566 (EOD)	1
C4436 5-gallon water cans (G4)	55
C4545 vac jugs (G4)	45
TYMCO sweeper trucks	2
G-4/PMO compound electrical harness wiring	as required

<u>Nomenclature</u>	<u>VAL</u>	<u>Blue Angels</u>	<u>QTY Total</u>
A/S32A-42 (T-100/two tractor)	7	3	10
T/A-35 (tow tractor)	1	0	1
All bar (F/A towbar)	7	3	10
A/M 47 A-4 NCPP-105 (Jet Air Start)	4	1	5
NC-10C (elec power unit)	7	3	10
A/M 28U-4 (NAN-4) (Nitrogen Cart)	3	1	4
A/U 26U-1 (gaseous oxygen)	3	0	3
TMU-70 (LOX cart)	2	1	3
A/M 37-5 (HYD Jenny)	0	1	1
A/M 42M-2 (floodlight cart)	5	2	7
A/M 32C-17 (air cond cart)	3	0	3
B-1 maint stand	6	1	7
B-4 maint stand	3	0	3
B-5 maint stand	1	0	1

n. Provide MAGTF Coordinator to:

(1) Plan, coordinate and supervise the MAGTF demonstration and MAGTF static display.

ENCLOSURE (1)

(2) Coordinate with I MEF and all major subordinate commands for all personnel and equipment support requirements.

(3) Coordinate with EOD Coordinator, on all special effects pyrotechnics in support of the MAGTF demonstration.

20. Headquarters and Headquarters Squadron, MCAS Miramar Coordinator

a. Provide a Color Guard for air show performances on 15 to 17 October 2004.

b. Provide a detail of 34 Marines to augment Station PMO as the Security Augmentation Force.

c. Coordinate with air station department heads to provide up to 150 NCOs and below to augment PMO for security duties (see enclosures (6) through (9)).

d. Provide a detail of 10 NCOs and below as VIP ushers in support of the CG's Chalet. The NCOIC of the VIP usher detail shall report to the VIP/Protocol Coordinator for duty assignments for each day of the Air Show, 15-17 October.

21. MCAS Yuma, SAR Coordinator

a. Provide one medevac aircrew, corpsman and UH-1N for medevac duty from 14 to 18 October 2004. Coordinate with MCAS Miramar Airfield Operations for special instructions. Funding and TAD orders for essential aircrew personnel will be provided by MCCS, MCAS Miramar. Coordinate with the Air Show Coordinator.

b. Provide one medevac aircrew, corpsman, and UH-1N for Mass Casualty Drill to be held within 30 days of the air show. Request same aircrew support both the Mass Casualty Drill and the Air Show for purposes of continuity. Contact MCAS Miramar Airfield Operations for details.

22. Marine Aircraft Group (MAG)-46 Coordinator

a. Provide aircraft, equipment and personnel for static display as detailed in enclosure (4), as available.

b. Provide available MP's and other personnel to augment PMO (enclosures (7) and (8)).

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23. Reserve Support Unit Coordinator

a. Coordinate with reserve units to provide augment personnel and equipment support as required for the air show.

b. Provide the RSU Auditorium, building 8671, from 15 to 17 October 2004 for the air show performers briefs at 0600 to 0800; and for the MAGTF aircrew briefs at 1500 on Wednesday, 13 October, Thursday morning, 14 October, and Friday-Sunday, 15-17 October from 0900 to 1000.

c. Provide the RSU Conference Room from 11 to 18 October 2004 for the Blue Angels' ready room. Provide two keys to the RSU building and to the RSU Conference room to the Blue Angel's representative upon his arrival. Ensure 13 parking spaces are coned off in the adjacent parking lot each day for the exclusive use of the Blue Angels.

d. Coordinate all on-base and off-base lodging requirements and facilities for all military and civilian performers, military static display aircrew and reserve augmentees.

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MILITARY AND CIVILIAN AIRCRAFT FLIGHT DEMONSTRATION  
LETTER OF INSTRUCTION (LOI)

1. Purpose. To delineate procedures for military and civilian aircraft flight and flight support participation in the 2004 MCAS Miramar Air Show in accordance with references (a) through (e).

2. Safety

a. If an aircrew feels that any condition, including weather, impinges on the safe execution of any maneuver, it will be aborted and the Air Boss will be notified immediately.

b. Any aircrew observing a non-participating aircraft entering the waived airspace shall broadcast its position, heading and altitude immediately to the Air Boss.

3. Designations. Mr. Mike Setnan, MCAS Miramar DOD Air Traffic Controller, is designated as Air Boss. He will act as the on-deck controlling authority and will assist the Aerial Performer Coordinator in conducting all briefings and debriefings in support of this event and will ensure waived airspace area safety. The air show is structured such that the mission commander for each event is responsible for the conduct of their flight. The senior pilot airborne will act as airborne controlling authority for the marshal pattern in the event of conflict. All holding will be conducted under visual flight rules.

4. General

a. All aircrews must be thoroughly familiar with the content of this LOI.

b. All pilot participants are required by federal law to be thoroughly familiar with the content of the Federal Aviation Administration Certificate of Waiver or Authorization, reference(c). Commanding Officers of each military unit will ensure their participants are highly experienced aircrew and fully qualified in accordance with reference (a) and all other applicable directives.

c. All aircrew participants are required to attend the pre-show briefing on Friday, 15 October 2004 at 0700 in building 8671 (RSU Auditorium). The Aerial Coordinator and Air Boss will present

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the significant aspects of reference (c) at this briefing. Any civilian or military aircrew unable to attend due to conflicting schedules must make arrangements to be individually briefed by the Air Boss prior to any flights.

d. Saturday and Sunday's flight briefs will be held in building 8671 (RSU auditorium, 2d deck) at 0730 on 16 and 17 October 2004. All aircrews and the air show announcers are required to attend. All aircrew participants in the Saturday, 16 October 2004 Twilight Air Show shall attend a brief in building 9476 (auxiliary passenger terminal) at 1630 on 16 October 2004.

e. All aircrews are reminded to be FOD-conscious and cautioned to maintain appropriate intervals when taxiing.

f. The MCAS Miramar Air Show is primarily intended to familiarize San Diego County residents, military families and civilian guests with the capabilities of the world's most powerful military force, the United States Marine Corps. Ancillary objectives are to familiarize spectators with equipment capabilities of other armed forces and general aviation. Each participant can only achieve this through absolute professionalism. **UNAUTHORIZED OR UNPLANNED DYNAMIC DEMONSTRATION MANEUVERS ARE PROHIBITED.**

#### 5. Low Altitude Aerobatics Area

a. The area wherein low altitude aerobatics maneuvers may be performed is bounded by:

- (1) North - Runways 24R/6L
- (2) South - Highway 52
- (3) East - Kearny Villa Road
- (4) West - Interstate 805

b. Kearny Villa Road and Interstate 805 will not be crossed below 500 feet AGL except as deemed essential for safety during takeoffs and landings.

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6. Holding Points. All holding, if required, will be conducted as follows: Hold VFR northeast on the NKX 064 Radial/6 DME to NKX 064 Radial/13 DME fix, right hand turns, extending four miles to the north. MAGTF holding has been individually coordinated and will be detailed at the briefings. Smaller civilian performers requiring an air start can hold northwest of NKX on the NKX 290 Radial/2.6 DME fix over the El Camino Cemetery in left turns at 1,500 feet MSL.

7. Communications

a. All participants are required to have operable two-way voice communications. Guard frequency shall be monitored at all times, if aircraft are so equipped. Multiple aircrew aircraft must have an operable ICS.

b. NORDO. Remain VMC at all times. Standard light signals from the Tower will be utilized for NORDO landing and taxi clearance.

c. Frequencies

UHF/VHF for taxi/takeoff air show

307.325/121.05 Ground Control (taxi)

298.925/135.2 Local Control (takeoff/landing)

(Frequency plan will be distributed at flight briefs. Aircraft that are not UHF 3-digit capable can contact Ground/Local on 340.2)

d. The on-deck controller's call sign will be "Boss." The airborne flight leader's call sign will be briefed daily, if required.

e. The following required calls will be made to the "Boss" when holding is utilized:

(1) Entering holding.

(2) Departing holding inbound. (Aircraft will not depart holding inbound until specifically cleared to do so by the "Boss.")

(3) Report three DME inbound from holding in East Miramar. Report the Pyramid building from the cemetery holding from the Northwest.

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f. Multiple air show participants on a single frequency require strict radio discipline at all times.

8. Traffic Flow. Any demonstration aircraft departing air show center heading west for marshal will make a right turn at the NKX TACAN to a heading of 360 degrees while climbing to assigned altitude. Passing 3,000 feet and at least 3 DME north, execute a right turn direct to the NKX 064R/6 DME, enter marshal utilizing a left teardrop maneuver, remain within 12 DME, and intercept the NKX 064R inbound. Any aircraft departing to the east will fly runway heading until 6 DME and then execute a left teardrop maneuver, remain within 12 DME, and intercept the NKX 064R inbound.

(Descents from marshal shall not be commenced until passing the NKX 064R/6 DME. All aircraft shall remain north of the NKX 060R.)

9. Execution of Demonstration. The Air Boss will conduct the air demonstration in accordance with the published guidelines provided separately and as modified during formal briefings or real-time.

10. Weather Criteria. The basic FAA minimum weather criteria for the conduct of the events covered by this LOI are ceiling 2,500 feet AGL and visibility five miles. If weather becomes a factor, the Air Show Coordinator and the Air Boss will jointly determine whether to: 1) delay the start of the air demonstration, 2) start the air demonstration and cancel individual events or 3) cancel all air demonstrations. With a ceiling less than 2,600 feet AGL, all military aircraft overhead maneuvers will be canceled. The decision to conduct any lower altitude demonstrations will be based on a definite horizon and visibility and in conjunction with required weather as defined in reference (c). For information only, weather criteria used by the Blue Angels are:

8,000/3 -- high show  
3,500/3 -- low show  
1,000/3 -- flat show

11. Divert Fields. The following airfields have been alerted and will be available for divers:

- a. NAS North Island
- b. NAF El Centro

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c. MCAS Yuma

d. Montgomery Field (civilian aircraft only)

12. Emergencies. In addition to the NORDO procedures in paragraph 7b above, any pilot with another emergency will pass their problems/intentions real-time to the boss on UHF/VHF and will perform appropriate emergency procedures. The Air Boss and pilot-in-command will jointly determine the primary divert airfield; however, should a major/compound emergency dictate a requirement for immediate landing, MCAS Miramar will be the primary landing field. Status of all arresting gear will be briefed daily during the pre-show briefings.

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CIVILIAN DEMONSTRATION PERFORMERS

<u>Name</u>	<u>Aircraft Make and Model</u>
Bill Reesman	MiG-17F
Sean Tucker	Challenger
John Collver	AT-6
Bret Willat	Grob G-103 Acro Sailplane
Kent Shockley	Peterbilt Jet Truck
Warbirds Fly-by	P-51/F4U Fighters
John Helton	Cub
Sean deRosier	One Design
Eric Beard	YAK-54
Steve Stavrakakis	Romanian IAR
Lima Lima	Six T-34 Mentors
Patriots Team	Three IL-39s
Dan Buchanan	Hang Glider and powered glider
Southern Ca Balloon Association	Hot Air Balloons, static tethered
R/C Model Airplanes	Radio Controlled Model airplanes

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MILITARY DEMONSTRATION PERFORMERS

<u>Name</u>	<u>Aircraft Make and Model</u>
Blue Angels	F-18
MAGTF Demonstration	KC-130, F-18, AV-8B, CH-53E, CH-46E, AH-1W, UH-1N
B-1B Bomber	B-1B
B-2 Stealth Bomber	B-2
AV-8B Harrier Level III demo	AV-8B
Blue Angels' Fat Albert	C-130
F-117 Stealth Fighter	F-117
U.S. Navy Leap Frogs	USN Parachute Team
F-15	USAF F-15
F-16	USAF F-16

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MAINTENANCE AND LOGISTICS

1. All participating squadrons will provide qualified/certified maintenance personnel to conduct anticipated maintenance, and will comply with all NAVOSH/OSHA requirements.
2. Participating squadrons will coordinate minimum pack-up kits to include high usage items that could be required on short notice to meet the flight schedule.
3. Parking for demonstration aircraft will be on the flight line ramp in front of Hangar 4. Civilian aircraft will be provided hangar space in the open areas of Hangar 4. Each participating local squadron or host squadron will provide ground transportation, chocks, plane captains and troubleshooters. Five (5) 5,000 gallon JP-5 fuel servicing trucks and two (2) AVGAS trucks are required to support each demonstration and practice. Adequate LOX and nitrogen servicing carts shall be on station at Hangar 4 not later than Wednesday, 13 October, at 1300. Operations VAL Division will ensure adequate smoke oil is available to cover all events.
4. Uniform for enlisted personnel will be coveralls or clean working uniform on the line.
5. Billeting and local transportation arrangements will be made for out-of-town aircrew and maintenance personnel.
6. Point of Contact, Major Matt Ward or Major Sarah Deal, DSN 267-4419 or COMM (858) 577-4419.

ENCLOSURE (3)

STATIC DISPLAY DETAILS

1. 3d MAW will provide one type/model of each tactical aircraft/vehicle/equipment in the Wing, if available. Representation from each available squadron is welcome to participate. Details for layouts of display aircraft will be coordinated separately by the 3d MAW coordinator and the station Static Display Coordinator, Major Sarah Deal, extension 577-4419. The static display build-up plan will take into consideration other air show requirements (i.e., roped off areas) and will be coordinated with Logistics and MCCS.
2. The Commanding Officer, MAG-46 will provide one type/model of each tactical aircraft, if available. Representation for each squadron is welcome. Other equipment and reserve recruiting displays will be provided at the discretion of the Commanding Officer.
3. Each static display should be manned by appropriate aircrew/military personnel to guide, assist and inform spectators as to its mission and capabilities. An informational sign depicting the capabilities of each aircraft should accompany each aircraft.
4. Displays will be in place no later than 1300 on Thursday, 14 October 2004, and removed after 1000 on Monday, 18 October 2004. Earlier/later positioning may be authorized by the Air Show Static Display Coordinator.
5. Providing units shall de-arm canopies, ejection seat and other explosive devices on aircraft which may be hazardous to spectators and ensure that all external fuel tanks are empty to preclude ramp fuel spillage. Intake and exhaust openings shall be covered. No live ordnance is approved.
6. The uniform for personnel manning static display aircraft will be flight suit with unit patch, or appropriate tactical uniform.
7. Air Control equipment on display will be in place no later than 0700, Friday, 15 October 2004. The uniform for personnel manning these displays will be as directed by the Commanding Officer, Marine Air Control Group (MACG)-38.

ENCLOSURE (4)

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8. Reserve and recruiting displays will be in place no later than 0700, Friday, 15 October 2004. The uniform for personnel manning these displays will be as directed by the Commanding Officer, MAG-46, and local recruiting commanders.

9. Engineer support equipment and motor transport vehicles will be in place no later than 0700, Friday, 15 October 2004. The uniform for personnel manning these displays will be as directed by the Commanding Officer, Marine Wing Support Group (MWSG)-37.

10. Aircraft canopies will remain closed at all times. Spectators will not be allowed to enter the cockpit or climb upon tactical fixed-wing aircraft unless authorized by the Commanding Officers of the participating squadrons.

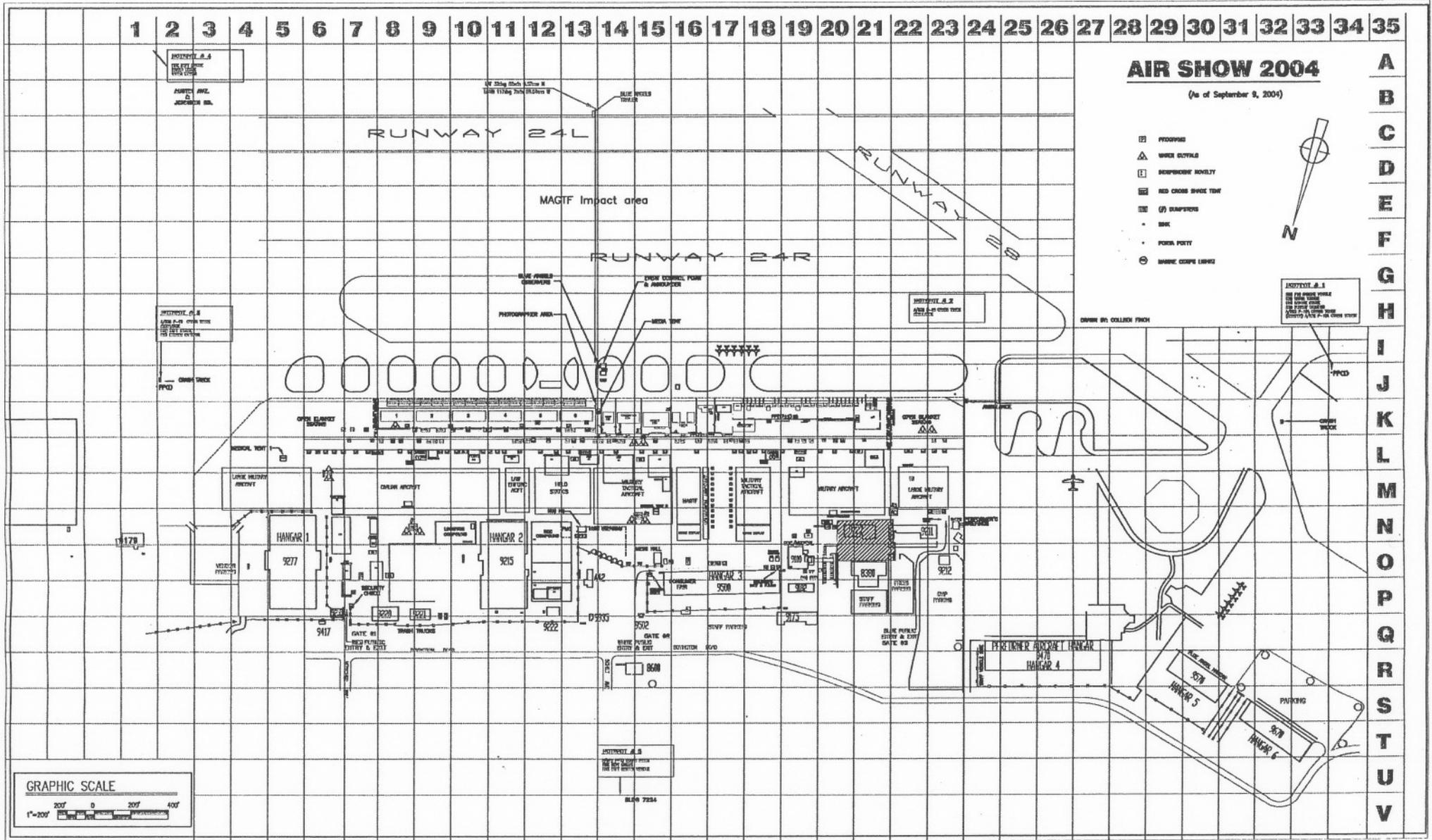
11. Units providing static display aircraft who desire to set up a unit memorabilia sales booth must contact Mr. Jim DeMocko at 577-6312.

a. No military person or organization will be allowed to photograph civilian personnel sitting in or posing in front of DOD aircraft and sell the photographs to the general public per DOD regulations.

b. Unit memorabilia sales may take place only in areas designated for this purpose. DOD regulations prohibit sales of unit memorabilia to occur directly adjacent to the unit's static display.

ENCLOSURE (4)

AIR SHOW LAYOUT



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LOGISTICS AUGMENTEE DETAILS

1. The AC/S G-1, 3d MAW, and the S-1 designated units and RSU, will submit a roster totaling one SNCOIC and 100 Marine augmentees for the G-4 Logistics Detail, to the AC/S G-1 MCAS Miramar by 1200, Wednesday, 29 September 2004, in accordance with instructions contained in enclosure (9).
2. The G-4 I&L Logistics Detail augmentees will be mustered by the 3d MAW SNCOIC in a 3d MAW garrison space on MCAS Miramar as approved by the Sergeant Major of 3d MAW, and formed for detachment in total, including SNCOIC, as a task organized detail, to be attached by the MCAS Miramar G-4 I&L Operations Officer not later than 0800 on Friday, 8 October 2004, for operational instructions and Safety Training prior to deployment installing and maintaining Air Show assets. All G-4 I&L Logistics Detail augmentees will return from attachment to MCAS Miramar G-4 I&L, under command of their 3d MAW SNCOIC no later than 1500, Monday, 18 October 2004.
3. All augmentation personnel will be in a full duty status and be available during periods indicated. Augmentee personnel on light/limited duty will not be accepted.

ENCLOSURE (6)

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PROVOST MARSHAL AUGMENTEE DETAILS

1. A roster of augmentees will be submitted to the AC/S G-1, MCAS Miramar before 1200, Wednesday, 29 September 2004, in accordance with instructions contained in enclosure (9).
2. Direct augmentation personnel stationed at MCAS Miramar to report to the Station Theater, building 2242, at 0800 Wednesday, 13 October 2004, for initial processing and assignments. Personnel are to report with a cartridge belt, one canteen and first aid kit. All augmentees will be released back to their parent units NLT 1500, Monday, 18 October 2004.
3. All augmentation personnel must be fit for full duty and be available during periods indicated. Ensure personnel assigned do not have physical problems incompatible with security duties and that they do not have medical/dental appointments, court dates, etc., during the period of assignment.

ENCLOSURE (7)

PERSONNEL REQUIREMENTS RECAP

Section	3d MAW	HQHQRON	MWSS-473	Other	Total
PMO	250	140*	121	249**	760
G-4 (Log)	100***			55****	155
Color Guard		4			4
VIP Ushers		10			10
EOD				30*****	30
TOTALS	350	154	121	334	959

\*includes Security Augmentation Force (SAF) personnel or the permanently assigned MCAS Miramar Military Police.

\*\*MCAS Yuma (0), MCB Camp Pendleton (6), MCAS Camp Pendleton(4), MCB Twentynine Palms (0), MCRD San Diego (6), MCB Barstow (5), MP Co 1<sup>st</sup> FSSG (TBD), MP Co 1<sup>st</sup> MARDIV (TBD), MAG-46 reserves (82), RSU ADSW Reserve MPs (5), Navy Southwest (61), Consolidated Brig (5-pending confirmation), School of Infantry (75).

\*\*\*3d MAW G-4 to coordinate with MCAS Miramar G-4 for direct support assets for air show preparation and tear down in addition to these 100 Marines.

\*\*\*\*CBU-405 and CBU-427 will provide direct support for all assembly/disassembly for grandstands and other miscellaneous logistical support.

\*\*\*\*\*Provided by Yuma, Campen, EODMU Det North Island and EODMU-3 Coronado

ADMINISTRATIVE INSTRUCTIONS

1. Organizations providing augmentees will provide a roster of augmentation personnel to the AC/S G-1 Adjutant, MCAS Miramar via the chain of command, containing all pertinent information as outlined below. Each command providing 25 or more personnel will submit the input in an Access database using the following format (template will be provided by the G-1):

GRADE	Text	2 Characters (E2, O3)
LNAME	Text	15 Characters
FNAME	Text	10 Characters
MI	Text	1 Character
SSN	Numeric	9 Characters
MOS	Numeric	4 Characters
BLOOD TYPE	Text	3 Characters
MEAL CARD	Text	10 Characters
UNIT	Text	20 Characters
SECTION	Text	10 Characters (Supply, S-1, etc.)
ASSIGNMENT	Text	10 Characters (PMO, G-4)
REMARKS	Text	20 Characters (Detail NCO)

2. In order to avoid confusion and maintain personnel accountability, database updates will be accepted only from the command-level liaisons, not from individual units.

3. Each unit providing personnel to PMO or G-4 augmentation will assign one individual within the group to act as liaison between that group and PMO/G-4 representatives. This individual will hold an updated list of personnel from their unit, and will be responsible for ensuring all personnel assigned report as instructed. This individual will be identified in the REMARKS section of the database submission.

4. POC is MSgt Sperling, G-1 Chief, DSN 267-4470.

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AFTER ACTION REPORT

1. All action addressees will submit an After Action Report in the format below. This report is due to the Air Show Coordinator by close of business Friday, 29 October 2004.

From: (Addressee)  
To: Coordinator, 2004 Marine Corps Air Station Miramar  
Air Show

Subj: 2004 AIR SHOW AFTER ACTION REPORT

Ref: (a) ABB 5700 of \_\_\_\_\_

1. Per the reference, the following is submitted:

a. Item 1. Short concise statement of problem, suggestion areas.

Discussion. Discuss problem area in detail, include specifics.

Recommendations. A specific recommendation to alleviate problem in subsequent air shows.

b. Item 2.

c. Etc.

2. Any other comments pertaining to the Air Show in general.

SIGNATURE

ENCLOSURE (10)