



**DEPARTMENT OF THE NAVY**

COMMANDER TRAINING AIR WING ONE  
101 FULLER ROAD SUITE 250  
MERIDIAN MS 39309-5403

IN REPLY REFER TO:

COMTRAWINGONEINST 3700.2C  
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DEC 11 2007

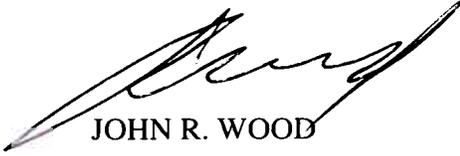
COMTRAWING ONE INSTRUCTION 3700.2C

From: Commander, Training Air Wing ONE

Subj: CIVILIAN VISITORS TO TRAINING AIR WING ONE (TW-1) OPERATIONAL  
FLIGHT SIMULATOR TRAINING FACILITY

1. Purpose. To assign responsibilities for supervising the safe participation of civilians during Flight Simulator demonstrations.
2. Cancellation. COMTRAWINGONEINST 3700.2B.
3. Background. TW-1 Student Naval Aviators and Instructor Pilots are encouraged to invite friends and family members to observe Flight Simulator demonstrations during visits to NAS Meridian. These evolutions familiarize civilians with the nature of Naval Aviation and provide a unique opportunity for family members to get a "hands-on" experience of flying jet aircraft.
4. Policy. Visiting civilian personnel shall be supervised and escorted at all times while in the Flight Simulator facility and appropriate action shall be taken to ensure their safety. Visits are to be scheduled in advance with the respective squadron Operations Department and shall be conducted on a not-to-interfere with scheduled operations basis.
5. Action
  - a. Respective Squadron Operations Department shall:
    - (1) Coordinate simulator availability and times with contract Simulator Scheduler.
    - (2) Designate a squadron pilot (IP or SNA) on the flight schedule, during the coordinated time, to act as point-of-contact and escort for all guests.
  - b. Designated escorts shall:
    - (1) Brief all civilians on the dangers inherent to the Flight Simulator facility.
    - (2) Control and monitor the movements of all civilians when inside the facility.

(3) Act as the operator for the Flight Simulator to be used.



JOHN R. WOOD

Distribution:  
COMTRAWINGONEINST 5216.4H List I, II