



DEPARTMENT OF THE NAVY

COMMANDER TRAINING AIR WING SIX
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COMTRAWINGSIXINST 3140.2L
N3
18 Apr 13

COMMANDER, TRAINING AIR WING SIX INSTRUCTION 3140.2L

From: Commander, Training Air Wing SIX

Subj: DESTRUCTIVE WEATHER BILL

Ref: (a) NASPNCLAINST 3440.4 (Series)

Encl: (1) Destructive Weather Incident Action Plan

1. Purpose. To provide destructive weather bill requirements and responsibilities for Commander, Training Air Wing (COMTRAWING) SIX and Training Squadrons (TRARON) FOUR, TEN and EIGHT SIX per reference (a).

2. Cancellation. COMTRAWINGSIXINST 3140.2K.

3. Discussion. Timely action by all to avoid injury to personnel and damage to facilities cannot be overstressed. Of equal importance is the need to ensure that routine operating procedures will permit rapid dissemination of weather warnings and the timely setting of conditions of readiness. Tropical Cyclone Conditions of Readiness (COR) are set by COMNAVREG SOUTHEAST and will provide the process to prepare our properties for impending storms. The enclosed checklist is tailored to respond to the setting of these CORs. However, when any storm threatens the Naval Air Station Pensacola (NASP) complex, actions shall be taken from these checklists to prepare for destructive weather. Further amplification of procedures by individual activities to facilitate storm preparations is authorized and encouraged.

4. Action.

a. The Commanding Officer, NASP is assigned as the Primary Supporting Activity for Training Air Wing (TRAWING) SIX.

b. COMTRAWING SIX shall:

(1) Supervise the destructive weather preparations and recovery programs for TRAWING SIX and TRARONS FOUR, TEN, and EIGHT SIX, and coordinate with the Navy Flight Demonstration Squadron (NAVFLTDEMRON) and the 479th FTG.

(2) Designate a Disaster Preparedness Officer (DPO) who will also have the responsibilities of Hurricane Evacuation Control Officer (HECO).

c. TRAWING SIX DPO shall:

(1) Maintain TRAWING SIX Destructive Weather Bill and Incident Action Plan in accordance with reference (a).

(2) Upon notification from COMTRAWING SIX, take action to set higher weather conditions within the unit to prevent injury to personnel and damage to facilities.

(3) Notify TRARONS FOUR, TEN, EIGHT SIX, and Griffith Hall when Tropical Cyclone CORs have been set.

(4) Comply with tasking assigned by the supporting activity commander at NASP.

(5) Submit a copy of the TRAWING SIX Destructive Weather Incident Action Plan and the names of TRAWING SIX emergency-essential personnel to the NASP Emergency Management Office (EMO) by 1 April annually, or as required by the EMO.

(6) Notify the supporting activity commander at NASP when assigned Temporary Additional Duty (TAD/TDY) and leave during the hurricane season. Provide name and phone number of alternate.

(7) Report attainment of Tropical Cyclone COR Five through One to NASP via website: <https://www.netc.navy.mil/dpo>.

d. Commanding Officers, TRARONS FOUR, TEN, and EIGHT SIX:

(1) Designate a Disaster Preparedness Assistant (DPA) and alternate in accordance with the current COMTRAWINGSIXNOTE

3140. This person should be available through the entire hurricane season (no turnover of this position mid-season).

(2) Provide name and phone number of DPA and alternate to COMDRAWING SIX DPO by 1 April annually.

(3) Take the following hurricane preparation measures:

(a) Obtain a valid storm recall for all personnel, to include at a minimum: planned location during the storm, phone number and alternate number.

(b) Promulgate a recall plan for all personnel and ensure all are familiar with how to determine when to come back to work.

(c) When **Tropical Cyclone COR Four** is set, identify all essential and non-essential personnel. Essential personnel are those necessary to prepare squadron spaces, hangar, flightline and parking lot and execute aircraft hangaring or evacuation.

(d) During **Tropical Cyclone COR Three** (as early as possible) release non-essential personnel.

(e) With property preparations and aircraft hangaring/evacuation complete, release all personnel.

e. DPAs shall:

(1) Be thoroughly familiar and ensure squadron compliance with references (a) and the current COMDRAWINGSIXNOTE 3140.

(2) Submit a copy of the Command's Destructive Weather Incident Action Plan to the DPO by 1 April annually.

(3) Report attainment of all Tropical Cyclone CORs to NASP via website: <https://www.netc.navy.mil/dpo>.

f. Officer In Charge, Chief of Naval Air Training Detachment, Pensacola (N4) shall ensure contractor maintenance site leads have a comprehensive Destructive Weather Incident Action plan in place. This plan shall not deal simply with

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preparation of aircraft, but will address hangar and flightline preparation.

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Distribution:

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CTW-6

DESTRUCTIVE WEATHER INCIDENT ACTION PLAN

This checklist is not all-inclusive nor is it intended to be a substitute for preparing for destructive weather using good judgment and headwork. Items on this checklist are the minimum steps that should be performed. Individual commands/DPAs are highly encouraged to expand on this document to create a comprehensive checklist for use by themselves, their alternates and/or their duty offices.

1. **Tropical Cyclone Condition of Readiness Five** - Seasonal condition set 01 June to 30 November. To ensure we are properly prepared for hurricane season, accomplish the following prior to 1 June annually:

- a. Designate a Disaster Preparedness Assistant (DPA).
- b. Review and update, as necessary, Destructive Weather Bill/Incident Action Plan.
- c. Complete and submit a copy of command's Destructive Weather Incident Action Plan to the TRAWING SIX Disaster Preparedness Officer by 1 April.
- d. Conduct a walk-around of respective property and identify deficiencies that should be corrected prior to destructive weather. This should include, but is not limited to:
 - (1) Damaged, worn or improperly secured doors and windows or ventilation openings.
 - (2) Gutters and drainpipes incapable of normal operation.
 - (3) Structural weaknesses resulting from worn or weather-beaten supports, light poles, or similar objects.
 - (4) Place trouble calls or take other action as required to rectify these problems prior to the hurricane season.
- e. Prepare a "hurricane kit" or "chest." This should include, but is not limited to:

- (1) Battery powered radio
- (2) Flashlights
- (3) Batteries
- (4) Tape
- (5) Plastic
- (6) Water
- (7) Emergency rations

f. Ensure all personnel have received a hurricane awareness brief.

2. Tropical Cyclone Condition of Readiness Four - (72 hours prior to onset of destructive winds)

a. COMDRAWING SIX contemplates setting of HUREVAC Conditions of Readiness.

b. All Wing activities conduct walk-around of respective property. Inspect for:

(1) Damaged, worn or improperly secured doors and windows or ventilation openings.

(2) Gutters and drainpipes incapable of normal operation.

(3) Ensure that "hurricane kits" or "chests" are fully stocked, all batteries are fresh, and all battery-powered devices are operable.

(4) Locate and earmark all material - such as garbage cans, pails, benches, and similar items - which would form missile hazards during a hurricane. Be prepared to move these items to a safe storage facility or have them lashed down.

c. Obtain/verify evacuation recalls for all personnel.

d. Identify essential personnel.

e. Ensure that personnel who must remain in the squadron spaces through the storm or return to the spaces immediately following the storm have hurricane stickers to expedite entry to the facility during heightened CORs.

f. Report attainment of Tropical Cyclone COR Four to TW-6 HECO at 2-2305/2306/2307, or via established methods.

3. Upon notice from Emergency Operations Center (EOC), attend Video Teleconference at the appropriate facility as required (locations are subject to change):

a. Commodore and Commanding Officers meet in the NASP HQ Bldg

b. TRAWING SIX DPO and Executive Officers meet at the EOC (Bldg. 4125)

c. Squadron DPAs and Department Heads meet at Conference Center

4. **Tropical Cyclone Condition of Readiness Three** (48 hours prior to onset of destructive winds)

a. Relocate or secure anything outside that could become a missile hazard.

b. Identify all irreplaceable files and prepare to relocate them to an interior room.

c. Identify all non-essential electrical equipment and begin to prepare as follows, or as directed by IT personnel:

(1) Unplug all electrical items

(2) Move computers/electronic equipment to interior rooms

(3) Label computers so they may be returned to their original location following the storm.

(4) Wrap sensitive electronic equipment in plastic

d. Obtain evacuation recalls for all personnel.

e. At the discretion of COMDRAWING SIX, release all non-essential personnel.

f. Report attainment of Tropical Cyclone COR Three to TW-6 HECO at 2-2305/2306/2307, or via established methods.

5. Tropical Cyclone Condition of Readiness Two (24 hours prior to onset of destructive winds)

a. Recheck parking lots, flightline and area around hangars for missile hazards. Relocate or secure as required.

b. Complete the relocation and preparation of all irreplaceable files and electrical equipment (computers, printers, fax machines, copiers, etc.) to rooms without windows.

c. Relocate duty office to an interior room (one without windows).

d. Release all remaining non-essential personnel (those who are not required to be in squadron spaces through COR One) once all storm preparations are complete. Report names and locations of all personnel remaining in squadron spaces to TW-6 HECO.

e. Report attainment of Tropical Cyclone COR Two to TW-6 HECO at 2-2305/2306/2307, or via established methods.

6. Tropical Cyclone Condition of Readiness One (12 hours prior to onset of destructive winds)

a. Ensure that "hurricane kit" or "chest" has been relocated to the temporary duty office.

b. Ensure that spaces are prepared for weathering over and that only essential personnel now remain.

c. Report attainment of Tropical Cyclone COR One to TW-6 HECO at 2-2305/2306/2307, or via established methods.

7. Storm, Gale and High Wind Conditions

a. Secure all loose equipment in areas outside the hangar to minimize missile hazards.

b. All loose objects on the flightline shall be secured.

c. All aircraft shall be tied down and appropriate gust locks shall be engaged to prevent damage.

d. All trash receptacles (Dumpsters) shall be closed up or emptied if time permits.

8. **Thunderstorm Conditions**

a. Notify proper personnel of situation.

b. Secure all loose equipment in areas of responsibility, to include flightline equipment.

c. Minimize flightline activity as appropriate.

d. Advise airborne aircraft of current conditions if possible.

e. Continue flight operations as appropriate.

f. If a thunderstorm is within a 5-mile radius of the airfield and lightning is present, instruct maintenance personnel to:

(1) Take shelter in available line or hangar spaces.

(2) Cease refueling and LOX servicing operations.

9. **Tornado Watches**

a. Consideration should be given to securing flight operations.

b. Consideration should be given to issuing a recall of airborne assets.

c. Non-essential personnel should consider remaining at home, if not already enroute to NASP. If already enroute to NASP, exercise best judgment to minimize exposure to potentially hazardous weather conditions.

10. **Tornado Warnings**

a. Secure flight operations.

b. Secure all flightline activities.

- c. If time permits, remove all loose equipment from the flightline and hangar aircraft.
- d. Shut all hangar doors.
- e. All personnel should seek shelter immediately. Take shelter inside the hangar against an interior wall on the lower floor. Stay away from windows and keep out of the hangar bay.
- f. If at home, personnel should remain there until the Tornado Warning expires.