

**COMMANDER'S TASK LIST
AIRFIELD MANAGEMENT**

For use of this form, see ATP 3-04.16. The proponent agency is TRADOC.

AIRFIELD MANAGEMENT PERSONAL DATA

NAME (Last, First, MI)		RANK	
DUTY POSITION		DATE ASSIGNED	OPERATING INITIALS

PLAN (SOLDIER DEVELOPMENT)

TASK	TITLE	COMPLETION DATE
011-USAACE-CAM	Contingency Airfield Management Computer Based Training (CBT)	
OR		
CAM-MTT	Contingency Airfield Management Mobile Training Team	

PREPARE (INSTALLATION AM TASKS)

TASK	TITLE	COMPLETION DATE
011-SFW-1032	Perform Radio Communication Procedures	
011-15P-1049	Process DD Form 175 (Military Flight Plan)	
012-000-0310	Identify Foreign Object Damage (FOD)	
011-15P-2043	Maintain DOD Flight Information Publications (FLIPS) Account	
011-15P-1077	Conduct Airfield Operations	
011-15P-1013	Maintain Passenger Manifests	
011-15P-1023	Maintain Notice to Airmen (NOTAM)	
011-15Q-1025	Decode Aviation Weather Reports and Forecasts	
191-COM-0011	Control Entry to and Exit From a Restricted Area	

EXECUTE (UNIT AM TRAINING TASKS)

TASK	TITLE	COMPLETION DATE
171-133-5323	Oversee the Handling of Classified Material	
552-101-1011	Coordinate Forward Arming Refueling Point (FARP) Operations	
011-WOAC-3018	Perform Aviation Liaison Officer Duties	
012-000-0309	Write A Standard Operating Procedure (SOP)	
052-199-9103	Plan the Construction of Theater of Operation Airfields	
191-410-0073	Understand Contracting	
551-88N-3105	Brief Unit of Reception, Staging Onward Movement Integration (RSO&I) Process	
011-150U-3140	Manage the Aviation Safety Program	

ASSESS

TASK	TITLE	COMPLETION DATE
011-15B-0025	Integrate the Army Safety Program	
011-15B-0003	Integrate Risk Management into Aviation Operations	
052-249-4113	Perform Incident Command of an Aircraft Crash Site	
012-000-0311	Complete An Operational Hazard Report	
052-250-0070	Establish a Hazardous Material Management Plan	
052-256-3054	Direct Runway/Bomb Crater Repair	

ADDITIONAL REQUIREMENTS

_____ Coordinate Airspace Usage Agreements	_____ Conduct Airfield Flight Line Driving/Access Programs
_____ Inspect Airfield Signage and Markings	_____ Coordinate Airfield Support Services
_____ Inspect Airfield Lighting	_____ Develop Airfield Parking Plan
_____ Direct the Emplacement of Air Traffic Control Facilities	

**COMMANDER'S TASK LIST
AIRFIELD MANAGEMENT (continued)**

ADDITIONAL REQUIREMENTS (continued)

_____ Coordinate Airfield Defense Measures	_____ Coordinate and Report Airfield Pavement Conditions Evaluations
_____ Review the Airfield Security Plan	_____ Assess Airfield Marking and Lighting Requirements
_____ Review Airfield Surveys and/or Conduct Airfield Assessments	

(This area is intentionally left blank for additional requirements.)

ACKNOWLEDGEMENT

AM Section NCOIC/OIC Printed Name	Signature	Date
Soldier's Printed Name	Signature	Date
Commander's Printed Name	Signature <i>(Upon completion of CTL)</i>	Date