



## INSTRUCTIONS

### 1. RESPONSIBILITIES

- 1.1. Qualified TALCE/CDF or aerial port personnel are responsible for acceptance of cargo for airlift.
- 1.2. The deploying unit is responsible for the preparation of cargo, including weighing, marking, palletization, and the preparation of all documentation.
- 1.3. The joint inspection, including documentation and inspection of all items prepared for air shipment, must be accomplished prior to loading. This inspection will be performed by qualified TALCE/CDF or aerial port personnel with a representative from the transported force.

### 2. INSPECTION PROCEDURES

- 2.1. All inspections will be conducted by qualified inspectors and transported force representatives. The TALCE/CDF or aerial port representative accepting cargo for air shipment must have completed hazardous materials inspector training required by paragraph 1.17.3, AFJMAN 24-204/TM 38-250/NAVSUP PUB 505/MCO P4030.19F/DLAM 4145.3. The completed form will indicate to the aircraft loadmaster that the required inspection has been accomplished.
- 2.2. This form will be used as the source document for joint inspection. Three copies will be completed for each aircraft load and sign by the appropriate personnel.
  - (1) One signed copy will be attached to the aircraft cargo manifest.
  - (2) One signed copy for the TALCE/CDF or aerial port station file.
  - (3) One signed copy for the transported force.

### 3. PREPARATION INSTRUCTIONS

#### 3.1. Heading.

- (1) Block 1, Unit Being Airlifted. Enter the numerical designation and geographic location of the military unit responsible for the equipment being airlifted. For example, 1st Tactical Fighter Wing, Langley AFB VA.
- (2) Block 2, Departure Airfield. Enter the name of the facility the airlifted unit is departing, i.e., Langley AFB VA.
- (3) Block 3, Date. Day, month and year that the inspection is accomplished.
- (4) Block 4, Aircraft Type and Mission Number. Enter the aircraft type on which the equipment is to be loaded and the airlift mission number as designated in the plan or operations order.
- (5) Block 5, Load/Chalk Number. Enter the deploying force assigned aircraft load number that establishes the desired load movement sequence.
- (6) Block 6, Start Time. Enter the local time that the inspection was started.
- (7) Block 7, Complete Time. Enter the local time that the load was checked, and is ready for movement.
- (8) Block 8, TALCE/CDF. Enter the numerical designation of the unit that has TALCE/CDF or aerial port responsibility for the operating location.

#### 3.2. Body.

- (1) Enter the increment/serial/bumper number and type of equipment in the appropriate block. The legend for completing the inspection is contained in the block on the left. Annotate the appropriate entry in the proper column. Make only one entry in each inspection block for each item.
- (2) Enter items not initially accepted in the remarks section and indicate corrective action.
- (3) Blocks 42 and 43. Signature must be legible. Indicate the rank and unit of assignment of the individual signing the form.