



AIR MOBILITY COMMAND

**CENTRAL DEPLOYMENT CENTER
DESIGN GUIDE**





The critical first step in global air mobility is the consolidation, processing, and loading of people, materiel, and equipment. At many AMC bases, the task is made more difficult because deployment activities are dispersed in a variety of facilities. Goal is to have Central Deployment Centers in which operations are consolidated and the mobility process is streamlined.

AMC's people do a great job every day in providing Global Reach for America. They'll do it even better as mobility facilities are brought up to the new AMC standards.

**"The Air Mobility Team...Responsive Global Reach for America...
Every Day!"**





Table of Contents

Chapter 1	
INTRODUCTION	1
<hr/>	
A. Purpose	1
B. Project Development	1
1. Planning	
2. Programming	
3. Design	
4. Construction	
 Chapter 2	
EXTERIOR ELEMENTS	3
<hr/>	
A. General	3
B. Sighting	3
1. Location	
2. Size	
C. Signs	3
D. Landscaping	4
E. Parking Areas	4
F. Entries and Entry Paths	4
 Chapter 3	
FUNCTIONAL AREAS	5
<hr/>	
A. General	
B. Administration	5
1. Logistics Plans and Programs (LPP)	6
2. Deployment Control Center (DCC)	
3. Transportation Control Unit (TCU)	
C. Personnel Deployment Function (PDF)	8
1. Personnel In-Briefing (PIB)	
2. Personnel Processing Line (PPL)	
3. Passenger Holding/Staging (PH/S)	



TABLE OF CONTENTS



D. Cargo Deployment Function (CDF)	9
1. Mobility Bag Storage (MBS)	
2. Pallet Build-Up (PBU)	
3. Weapon Storage	
4. Marshaling Support	11
E. Support Areas and Systems	
1. Rest Rooms	
2. Storage Room	
3. Break Room	
4. Vending Rooms	
5. Janitor's Closet	
6. Mechanical Room	
7. Communications/Electrical Room	11
8. Emergency Power	12
F. Spacial Relationships	
G. Sizing	13
1. Planning Considerations	
2. Recommended Spaces and Sizes	
H. Use of Existing Facilities	

Chapter 4

INTERIOR STANDARDS 13

A. General	15
B. Color Concepts	15
C. Floor Coverings	15
D. Wall Coverings	15
E. Ceilings	15
F. Window Coverings	15
G. Accessories	15
H. Signs	16
I. Systems Furniture	16
J. Lighting	16
K. Communications	16

REFERENCES 20





The critical first step in global air mobility is the consolidation, processing, and loading of people, materiel, and equipment. At many AMC bases, the task is made more difficult because deployment activities are dispersed in a variety of facilities. Goal is to have Central Deployment Centers in which operations are consolidated and the mobility process is streamlined.

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Table of Contents

Chapter 1

INTRODUCTION 1

A. Purpose	1
B. Project Development	1
1. Planning	
2. Programming	
3. Design	
4. Construction	

Chapter 2

EXTERIOR ELEMENTS 3

A. General	3
B. Sighting	3
1. Location	
2. Size	
C. Signs	3
D. Landscaping	4
E. Parking Areas	4
F. Entries and Entry Paths	4

Chapter 3

FUNCTIONAL AREAS 5

A. General	5
B. Administration	6
1. Logistics Plans and Programs (LPP)	
2. Deployment Control Center (DCC)	
3. Transportation Control Unit (TCU)	
C. Personnel Deployment Function (PDF)	8
1. Personnel In-Briefing (PIB)	
2. Personnel Processing Line (PPL)	
3. Passenger Holding/Staging (PH/S)	



TABLE OF CONTENTS



LIST OF FIGURES

Number	Description	Page
Figure 1-A	Highlights of the Planning, Programming, Design, and Construction Process	2
Figure 2-A	Concept Site Plan	3
Figure 3-A	Functional Area Relationships	5
Figure 3-B	Logistics Plans and Programs Plan	6
Figure 3-C	Briefing/Conference Room, Deployment Control Center, and Associated Support Areas	7
Figure 3-D	Personnel In-Briefing Plan	8
Figure 3-E	Personnel Processing Line Plan	9
Figure 3-F	Issue and Inventory Counter Plan	10
Figure 3-G	Concept Floor Plan	14

LIST OF TABLES

Number	Description	Page
Table 3-A	Functional Space Requirements	13
Table 4-A	Interior Finish Schedule	17
Table 4-B	Furnishings Schedule	18
Table 4-C	Equipment Schedule	19



EXTERIOR ELEMENTS



D. Landscaping

Landscaping elements help create a quality appearance. These elements screen parking areas and define the building entries.

Landscaping elements include earth berms, shrubs, trees, and flowers. Refer to the [AMC Landscape Design Guide](#) for specific information.

E. Parking Areas

Include designated spaces for visitors and employees. Locate handicapped parking near building entries and comply with ADA parking requirements. Parking requirements will depend on the peak number of CDC

personnel. Provide lighting in the parking areas and at the building entries. Include landscaping in the parking lots.

F. Entries and Entry Paths

The facility entries and entry paths should be easily identifiable to first-time visitors, and also must comply with ADA standards. Provide large roof overhangs for weather protection at the main entrance for visitors and at bus drop-off and pick-up points for deploying troops. Main personnel entries and exits should have vestibules. Entries for deploying troops should also have automatic door openers.



Chapter 3

Functional Areas

A. General

The Central Deployment Center consolidates all activities necessary to prepare and process personnel and their equipment for deployment. The CDC also serves as a staging and reception point for transiting units. Three functional areas comprise the CDC: the day-to-

day Cargo Deployment Function (CDF), Personnel Deployment Function (PDF), and Administration areas (See Figure 3-A). Additionally, Marshaling Support may be required at certain locations.

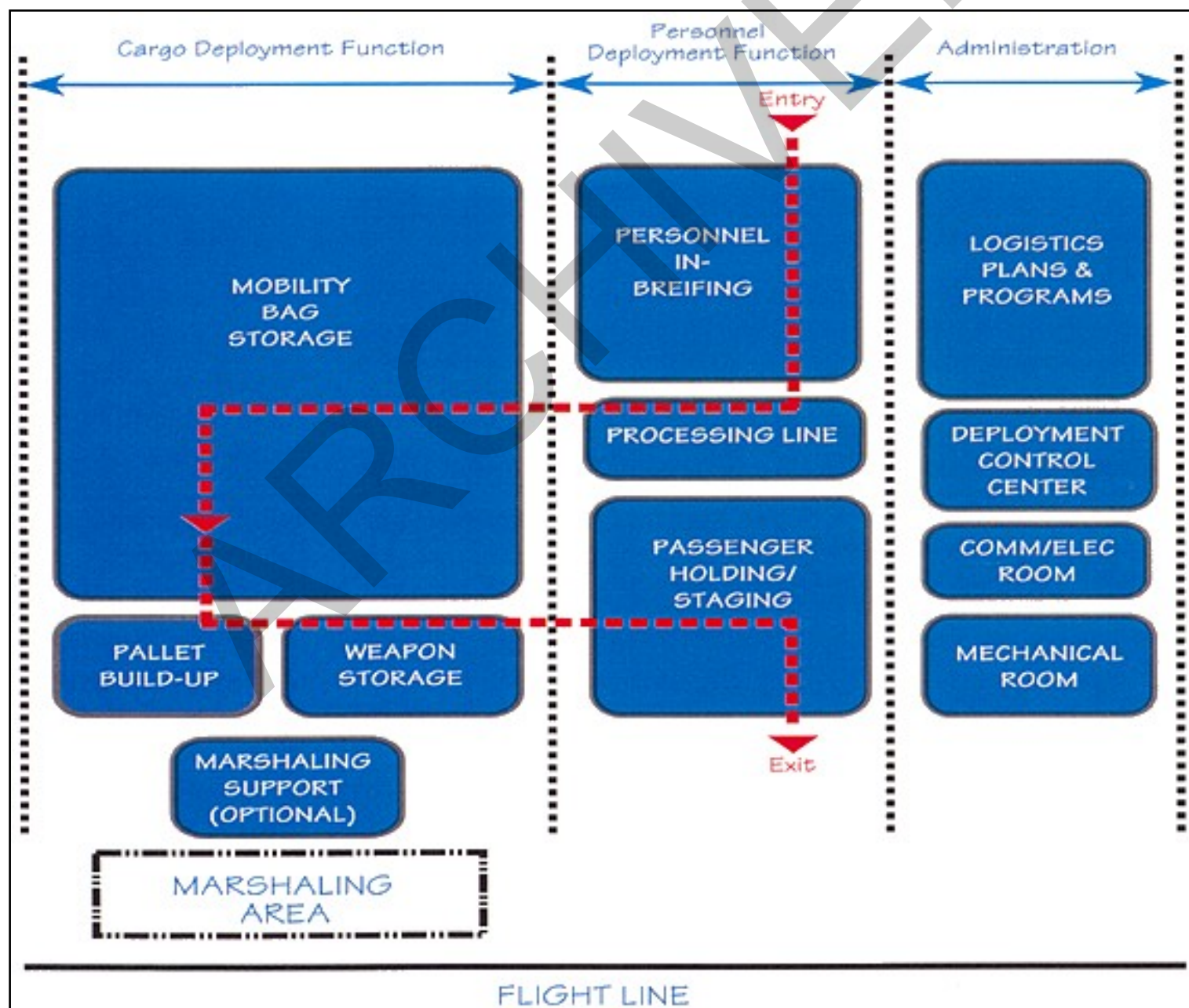


Figure 3-A: Functional Area Relationships

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CHAPTER HEADING



Organizations involved in a CDC differ from base to base, depending on the type of wing and its mission. Unit involvement must occur early in the planning, programming, and design process. The following personnel, as a minimum, must be involved in this cradle-to-grave process:

- Wing Commander
- Logistics Group Commander
- Operations Group Commander
- Support Group Commander
- Civil Engineer Squadron Commander
- Communications Squadron Commander
- Security Police Squadron Commander
- Installation Deployment Officer
- Base Safety Officer

B. Administration

Base personnel develop, implement, and track deployment plans and activities in this area. Ensure the following sections are designed and constructed for classified operations:

1. Logistics Plans and Programs (LPP)

The CDC staff assigned to this area receives, plans, and coordinates all deployment requirements.

a. OIC's Office - Used for day-to-day operations, counseling sessions, and small meetings (See Figure 3-B).

b. Installation Deployment Officer's (IDO's) Office - For day-to-day management of the wing's deployment program, counseling sessions, and small meetings (See Figure 3-B).

c. Plans Technicians Area - Office space for receiving, planning, and coordinating deployment requirements. Provide space for stand-alone, secure computer systems to support Contingency Operations/Mobility,

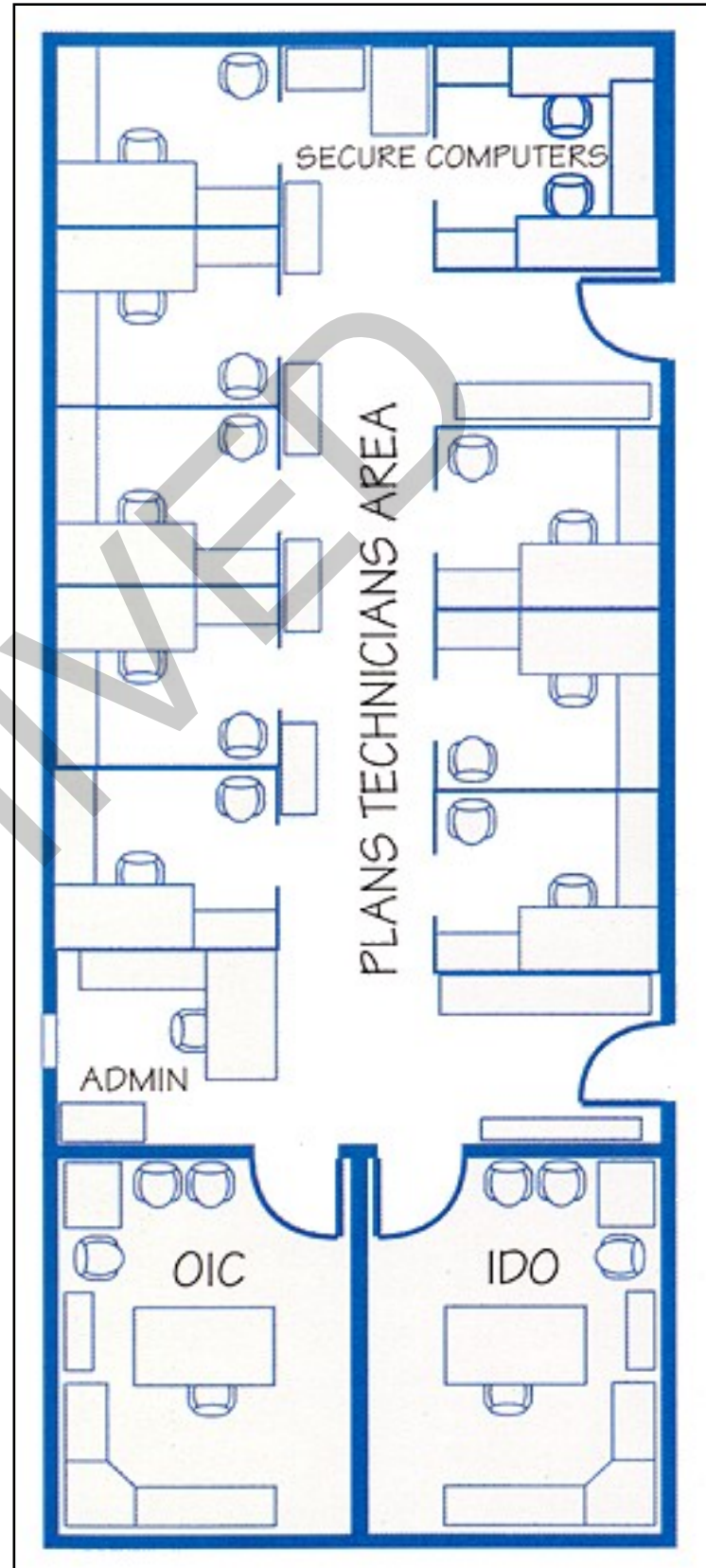


Figure 3-B: Logistics Plans and Programs Plan

e. Briefing/Conference and Projection Rooms - Used during peacetime and real-world

Planning, and Execution System (COMPES) and Global Decision Support System (GDSS) access (See Figure 3-B).

contingencies, including training, conferences, concept briefings, and planning, coordinating, and directing unit

d. Administrative Office - Provide office space for one person to provide administrative support for the LPP staff (See Figure 3-B). Install a pass-through window to the Personnel In-Briefing room for the transfer of briefing materials and documentation.



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FUNCTIONAL AREAS



deployments. During peak contingency workloads, this room will be used to hold overflow personnel. Provide auditorium-type seating for 60 people and space for a conference table with seating for 20 (See Figure 3-C). Access must be controlled through the Deployment Control Center administrative office, with two emergency exits located inside the room. Install pre-wiring connectivity and equipment to support the following conference/presentation aids: overhead projector; a single, ceiling-mounted video projector (rear projection); two lighted podiums, each containing a computer, keyboard and monitor (with LAN connectivity for projection via the video projector); video/visual information equipment; cable television; large-screen, cable-ready television; and microphones, speakers, and voice recorders. Phone connections should be in or near the conference room.

2. Deployment Control Center (DCQ)

Command and control of the wing's deployments take place in this area (See Figure 3-C).

a. Deployment Control Center - All facets of deployment are monitored and controlled from this room. Provide controlled access into this area. Ensure it meets security needs for classified operations -- contact the local security police unit for information and guidance on design, construction, and operation of a controlled area. Provide intercom to the personnel deployment function and mobility bag storage area, and a hot line to the wing command post/crisis action team. Furnish ten individual work stations with adjustable-intensity overhead lighting. Two representatives each from the base supply squadron, the transportation squadron, the aircraft generation squadron, the military personnel flight, and the plans and programs office will occupy these

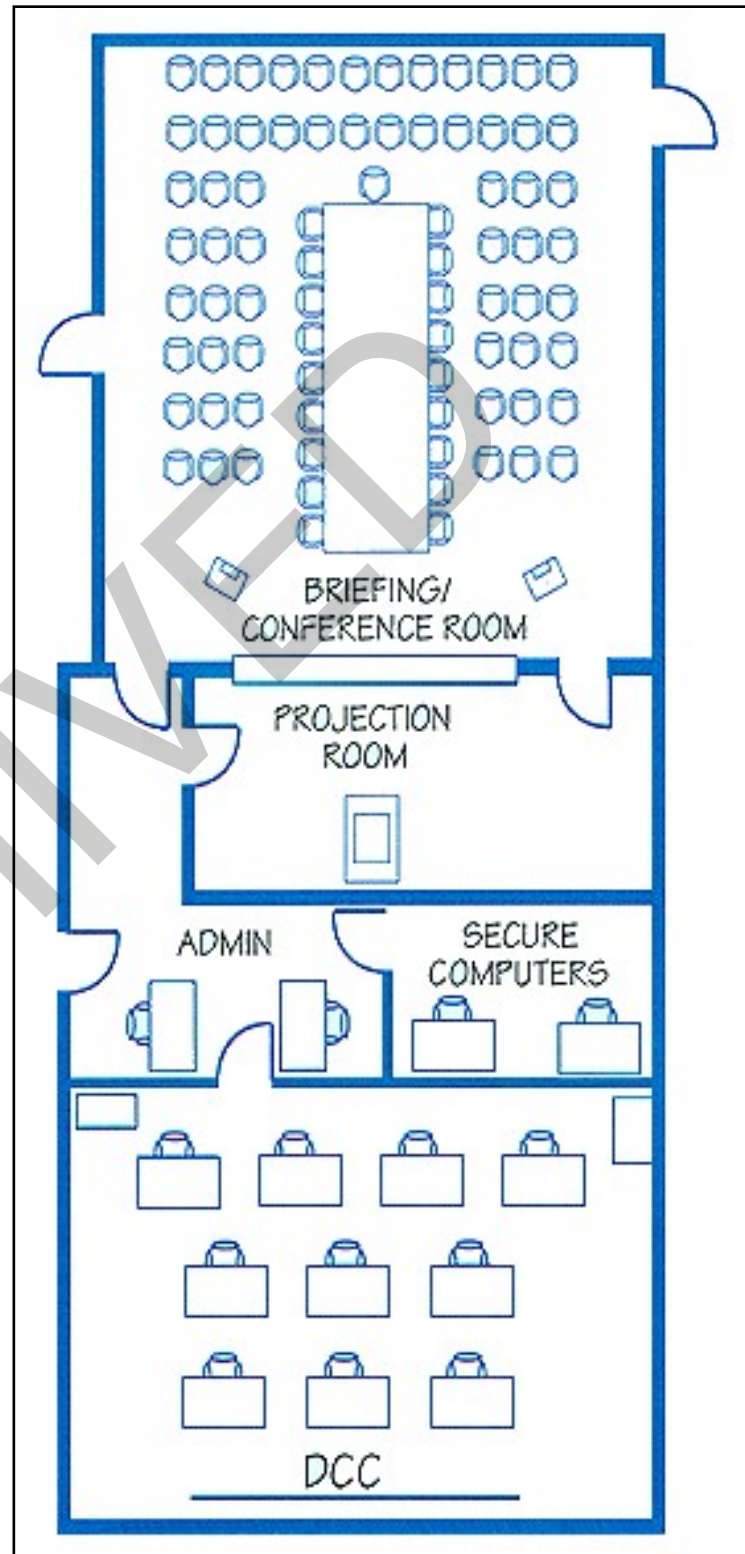


Figure 3-C: Briefing/Conference Room, Deployment Control Center, and Associated Support Areas

entry control point. Furnish a pass-through window or a half-door entrance from the DCC into the administrative area.

posts. Provide the capability to support a Land Mobile Radio (LMR) base station and a secure fax.

b. Administrative Office - Located adjacent to the DCC. This space is used for controlling access to the DCC and the Briefing/Conference Room and for providing administrative support during contingency operations. Provide office space for two persons and space for multiple distribution boxes, allowing sufficient room to operate an



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FUNCTIONAL AREAS



c. Computer Room - Provide office space for two people. During contingency operations, this area supports the load planning function. This office requires a quiet and secure planning area.

3. Transportation Control Unit (TCU)

If creating a separate Transportation Control Unit in the Central Deployment Center, provide furnishings to accommodate four people. If combining the TCU into the DCC, ensure sufficient space exists to accommodate the additional staff.

C. Personnel Deployment Function (PDF)

Deploying personnel receive initial briefings, undergo deployment processing, and stage while awaiting aircraft loading in this area.

1. Personnel In-Briefing (PIB)

A briefing and holding area for passengers prior to personnel processing (See Figure 3-D). Furnish with fixed seating for two groups of 80 persons with a movable, sound attenuating "curtain wall" between the groups. Allow for

additional space for individuals' carry-on bags. Provide the capability for a lighted podium with microphone and speakers. Include a computer with LAN connectivity to movable or overhead, cable-ready television monitors (or some other suitable video projection system) for presentations.

2. Personnel Processing Line (PPL)

Units represented on the processing line verify that personnel are prepared for deployment. Provide sufficient space for seven workstations in such a way as to facilitate a smooth and orderly movement of people (See Figure 3-E). Include a privacy area for immunizations and a secure station for a cashier. Provide for religious counseling in a private office next to the processing line. Install desks or counter space for two chairs at each workstation. Construct Station 6, Accounting and Finance, to provide a secure, alarmed area, with duress alarms, for cash disbursement. Contact the security police for detailed requirements and see AFI 31-209, Resource Protection.

3. Passenger Holding Staging (PHIS)

After processing, deploying personnel receive their final briefing and are manifested in this area.

a. Passenger Holding/Staging - Constructed for classified operations, these two rooms provide a staging area for deploying personnel after they have completed processing. Provide fixed seating for 80 people in each room. The layout should be the same as in the Personnel In-Briefing room. Ensure controlled access to rest rooms and break areas in order to maintain accountability of processed passengers at all times. Provide access to the outside to allow passenger loading on buses for movement to the aircraft. Provide a lighted podium with a microphone and speakers and a computer with LAN connectivity to movable or overhead, cable-ready television monitors (or other

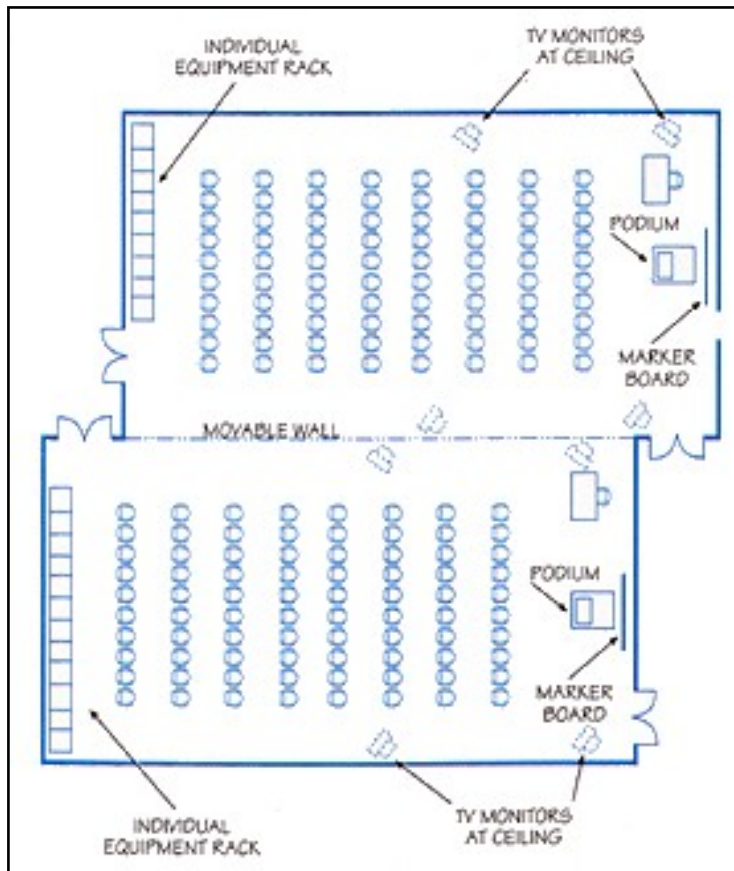


Figure 3-D: Personnel In-Briefing Plan

suitable projection system) for presentations.

(1) During base deployments that exceed the capacity of the holding area, the Personnel In-Briefing room can accommodate up to 160 people. When base deployments exceed the capacity of the CDC

FUNCTIONAL AREAS

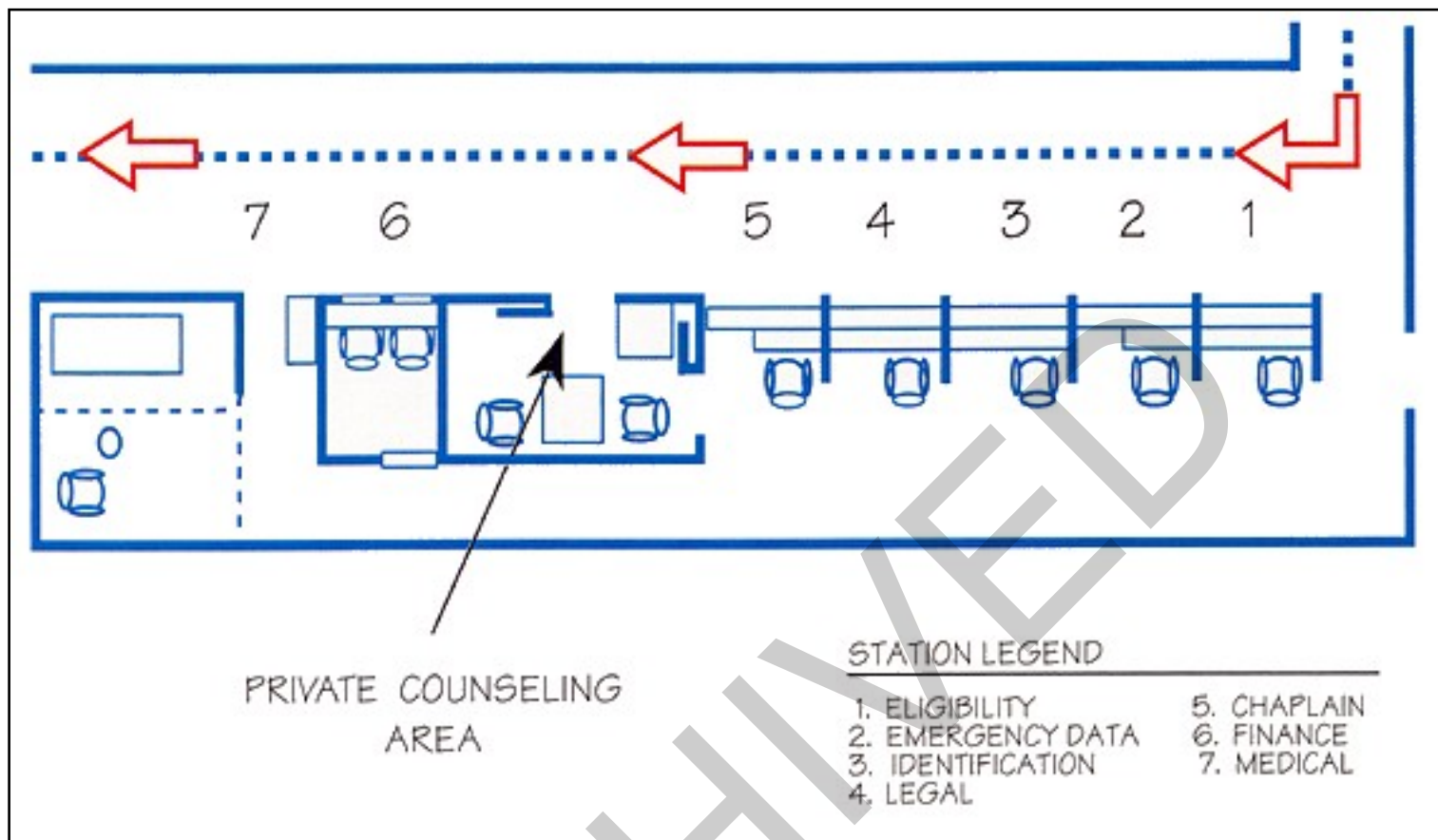


Figure 3-E: Personnel Processing Line Plan

facility, the base theater, gym, or other facilities may be used.

(2) Rest Rooms. Provide limited access rest rooms for personnel in the holding areas (maximum of 160 people).

(3) Vending Area. Include a small space with vending machines accessible only by the personnel within the holding area.

b. Administrative Office - Provide a four-person administrative area for PDF staff to process paper work and monitor passengers in the two holding areas. This room also serves as a location for the Personnel Readiness Unit (PRU). Units with a large deployment mission could locate the PRU in this area on a permanent basis. Located in immediate proximity to the two holding rooms, provide the capability for continuous visual monitoring of

D. Cargo Deployment Function (CDF)

1. Mobility Bag Storage (MBS)

In this area, supply personnel maintain and build mobility bags for the deploying units.

a. Administrative Office - Include space for eight workers. Four will require full workstations.

b. Storage/Build-Up/Issue - Provide a high-bay area sufficiently large to store completed and partial mobility bags and other excess items, and to provide for issue and inventory of mobility bags to deploying personnel.

(1) Provide additional space for daily build-up of mobility bags and storage for partially built-up bags and other mobility bag items. This area must be accessible by a forklift. Provide two roll-

processed people. Provide a direct line to the DCC, TCU, and Air Terminal Operations Center (ATOC).

up doors to the exterior of the CDC. Design these accesses for a



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FUNCTIONAL AREAS



minimum opening of 16 feet wide by 20 feet high to accommodate "463L" pallets (dimensions 80 inches wide by 108 inches long by 120 inches high) transported by a forklift and still allow for passage of personnel.

Consider providing space for and installing automated, mechanized Material Handling Support Equipment (MHSE) for storage of individual items and built-up bags. Incorporate mezzanine flooring to enhance the storage capacity and the efficient use of floor space. Contact HQ AFMC-LSOALGSH for assistance in designing and estimating MHSE for the Storage/Build-Up/Issue and Pallet Build-Up areas. Funding for MHSE should be included within the scope of the facility project.

(2) The preferred AMC process for mobility bag issue is for deploying personnel to pass through the Mobility Bag Storage area to obtain sized and perishable items to customize their individual bags (See Figure 3-17). Under this concept, provide an issue and inventory

counter inside the Mobility Bag Storage area. At this counter, deploying troops receive standardized bags containing non-sized, nonperishable items. They then pass through various points picking up sized and perishable items as required for the projected mission. Provide one location to issue weapons when weapons are not bulk-shipped. When personnel have acquired all nonstandard items, they return to the issue and inventory counter for final checkout and tagging. They then place their bags on pallets for final shipping preparation. Provide a rollerized conveyor system to help deploying personnel transport their bags as they process through the issue points within the Mobility Bag Storage area.

2. Pallet Build-Up (PBU)

This area provides sufficient work space for personnel to build baggage pallets. Ceilings should be of highbay design. Provide sufficient space for simultaneous build-up of three pallets. Ensure there is additional space for storage of netting, rolls of plastic, and other items. Provide one roll-up door to the exterior of the CDC. Design this access for a minimum opening of 16 feet wide by 20 feet high to accommodate "463L" pallets (dimensions 80 inches wide by 108 inches long by 120 inches high) transported by a forklift and still allow for passage of personnel. Provide a pallet scale and an area for load planning purposes.

3. Weapon Storage

a. **Weapon Storage Vault** - Provide a secure Storage vault with constriction and alarms tailored to meet the requirements of the specific armory. The vault must be accessible by a forklift through the clearing/cleaning room. Include an additional access from the Mobility Bag Storage Area. Provide racks for the storage of individual and bulk-shipped weapons.

b. **Weapon Clearing/Cleaning** - Provide an area next to the weapons vault used for turn-in,

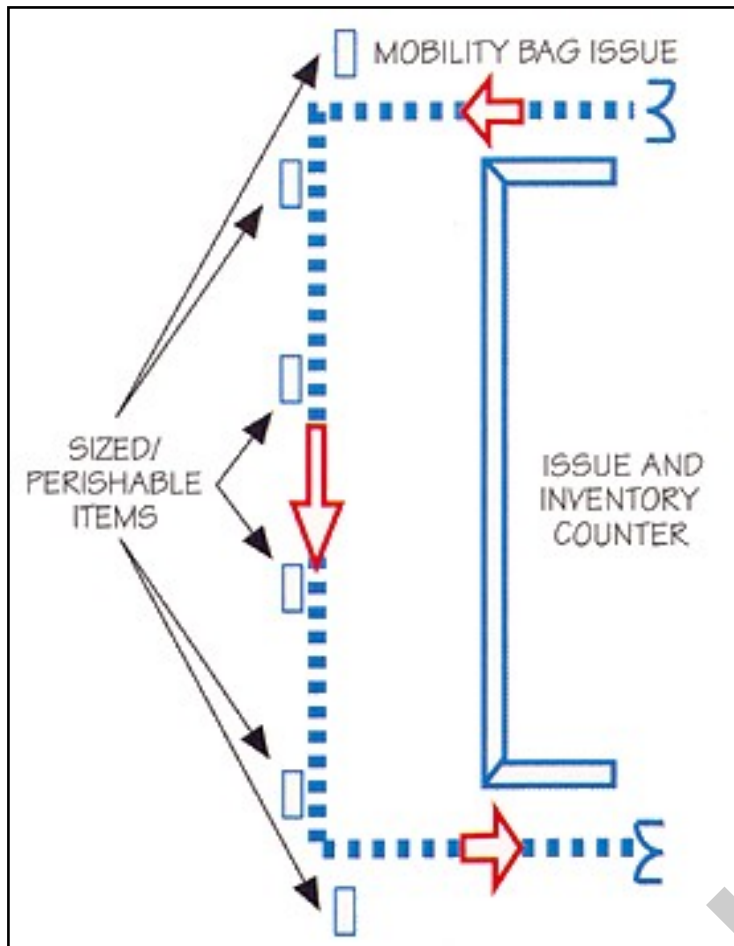


Figure 3-F: Issue and Inventory Counter Plan

clearing, and cleaning of weapons by deploying individuals. Identify an area for use as a weapon clearing area. Provide storage cabinets for weapon cleaning materials.

FUNCTIONAL AREAS



4. Marshaling Support (Optional)

This function is required for all Air Mobility Command wings that do not have a fixed aerial port operation. Marshaling Support is the installation's focal point for all cargo processing activities. If not located within the CDC facility, it should be on, or adjacent to, the marshaling area.

a. Administration/Document Processing Office - Provide a four-person room for checking and processing required documentation that accompanies the cargo. Include support for a radio repeater station.

b. Load Team Dispatch Room - Provide an indoor break area for cargo load teams (14 individuals) waiting to load or unload aircraft.

E. Support Areas and Systems

1. Rest Rooms

Place rest rooms for men and women in the Administration area and in the Passenger Holding/Staging area. Rest rooms in the Administration area should include shower facilities.

a. Men's rest rooms should include toilets, toilet paper dispensers, urinals, partitions, soap dispensers, sinks, paper towel dispensers, and waste receptacles.

b. Women's rest rooms should include the same rest room accessories as for the men's rest room, excluding urinals, but including sanitary napkin dispensers and disposal containers.

2. Storage Room

In addition to primary storage for mobility bags and weapons, provide walk-in storage for publications and miscellaneous supplies and equipment.

4. Vending Rooms

Provide vending machines in the break room for easy access by CDC staff and in the Passenger Holding/Staging area for deploying persons.

5. Janitor's Closet

This room should contain a work sink and storage shelves for cleaning equipment and supplies.

6. Mechanical Room

Provide sound insulation to prevent the noises of mechanical equipment from disrupting the facility's operation. This room should be located in an area away from administrative activities, especially briefing and conference rooms. Include a double service door to the exterior and a concrete ramp for the convenient moving of large equipment and parts into the room.

7. Communications/Electrical Room

Wall-mount the power and telephone distribution equipment, and floor-mount the LAN computer file server in this room. Locate this room adjacent to the mechanical room and allow for inside access when repairing or replacing equipment. Separate this room from mechanical equipment because humidity and steam (depending on the type of heating system) are detrimental to the electrical equipment.

8. Emergency Power

Provide standby electrical power for continuous operations of critical activities, primarily the Deployment Control Center and the processing line. Emergency power should be located in or adjacent to the mechanical room.

F. Spatial Relationships

- Collocate the Logistics Plans and Programs offices in the CDC. A second floor housing these offices is acceptable.

3. Break Room

Provide workers assigned to the CDC a room for relaxation. This area should be organized in a way that encourages and promotes a team atmosphere. Place the break room in a central location between the administration and storage areas. This area may be collocated with an area for vending machines.

- The Deployment Control Center (DCQ) is the hub of all deployment activity. It should be accessible to all other work centers.

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FUNCTIONAL AREAS



- Collocate the administrative office between the DCC and the Briefing/Conference Room to provide administrative support and control access.
- Place the computer room next to the DCC. Design this room to provide a quiet and secure planning area in which technicians can perform load planning functions during contingency operations.
- The smooth, orderly flow of people through the CDC is absolutely essential. Provide a drop-off area adjacent to the Personnel Deployment Function briefing rooms so that people can drop off their personal bags for palletization. and then walk directly to the Personnel In-Briefing room.
- The Mobility Bag Storage area requires a large open space. Mobility bag issue affects the smooth, orderly flow of personnel through the CDC. The mobility bag issue location must also be easily accessible to the Passenger Holding/Staging area and Pallet Build-Up areas to ensure an orderly flow. Bags should be issued by the mobility bag section, inventoried, and immediately transferred to the pallet buildup area. The movement of mobility bags should be fluid, from issue through inventory to palletization. A conveyor-belt system, similar to that typically used in commercial airport baggage areas, is ideal for use by deploying individuals for the movement of mobility bags. Such a system would require additional space.
- Locate Marshaling Support as close to the CDC as possible. Marshaling Support must be adjacent to the flight line for ease of cargo operations. Give consideration to entry control points for flight line access.

G. Sizing

1. Planning Considerations

2. Recommended Spaces and Sizes

The recommended size of a typical CDC facility is shown in Table 3-A. It is based on a requirement for two briefing and two holding areas for 80 individuals each and a storage area for 9,000 mobility bags, which will support a deployment population of 2,000 people.

The wing's deployment mission drives the overall space requirements. Unit deployment taskings can range from several hundred to over two thousand people. The larger the taskings, the larger the storage requirement and the larger the facility required. Each wing must tailor its facility to meet its mission requirements.

H. Use of Existing Facilities

It is often necessary to use existing facilities for the deployment mission. Many configurations are possible, both in operation and facility layout. A base may have a portion of the deployment operation in place in facilities suitable for such a function. The following concerns need to be addressed when using existing facilities:

- Buildings must be in good repair, clean, with adequate support facilities and utilities, and be supplied with the proper furniture and equipment. While it is desirable to collocate all functional elements in one place, some can be separated. Such facilities can house the administration, storage, or passenger staging area, and the processing line.
- The base theater can serve well as a holding area; conference rooms work well for personnel briefings; and many base buildings are suitable for administration and Deployment Control Center functions.

- When permanent facilities cannot be set aside, equipment, furniture, audiovisual

Development of space criteria should consider the following:

- a.** Existing deployment centers and their adequacy relevant to current and future needs.
- b.** The potential for renovating and adding to existing facilities, as well as construction of facilities.

equipment, etc. must be on site for quick setup. Open and secure communications for phones and computers (including LANs) must be considered. Prepare a plan of operation and practice it regularly for proficiency and to assure temporary facilities are maintained in a configuration suitable for mobility operations. ■

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FUNCTIONAL AREAS



Functional Space Requirements				
	Square Feet		Square Meters	
	Net	Subtotal	Net	Subtotal
Logistics Plans and Programs (LPP)		2,410		224
1. Officer-in-Charge's (OIC's) Office	150		14	
2. Installation Deployment Officer's (IDO's) Office	150		14	
3. Plans Technicians Area	780		72	
4. Administrative Office	120		11	
5. Briefing/Conference and Projection Rooms	1,210		112	
Deployment Control Center (DCQ)		1,940		180
6. Deployment Control Center	1,400		130	
7. Administrative Office	150		14	
8. Computer Room	130		12	
9. Transportation Control Unit	260		56	
Personnel Deployment Function (PDF)		7,770		722
10. Personnel In-Briefing	3,120		290	
11. Personnel Processing Line	1,270		118	
12. Passenger Holding/Staging	3,120		290	
13. Administrative Office	260		24	
Cargo Deployment Function (CDF)		16,485		1,531
14. Supply Administrative Office	600		56	
15. Mobility Bag Storage/Build-Up/Issue*	10,125		940	
16. Pallet Build-Up	2,200		204	
17. Weapon Storage Vault	2,400		223	
18. Weapon Clearing/Cleaning	600		56	
19. Marshaling Support (Optional)	560		52	
Support Areas		4,630		430
20. Rest Rooms	640		59	
21. Storage Room	140		13	
22. Break Room	280		26	
23. Vending Rooms	280		26	
24. Janitor's Closet	50		5	
25. Mechanical Room	600		56	
26. Communications/Electrical Room	100		9	
27. Circulation and Overhang**	2,540		236	
TOTALS		33,235		3,089

* Deployment population drives requirements. Sample population is 2DW personnel.
(0.75 SF/bag x 4.5 bags/person) x 2 PW x 1.5 = 10,125 SF for Mobility Bag
Storage/Build-up/Issue
** 20% of LPP, DCC, PDF and CDFs Supply Administrative Office

Table 3-A: Functional Space Requirements



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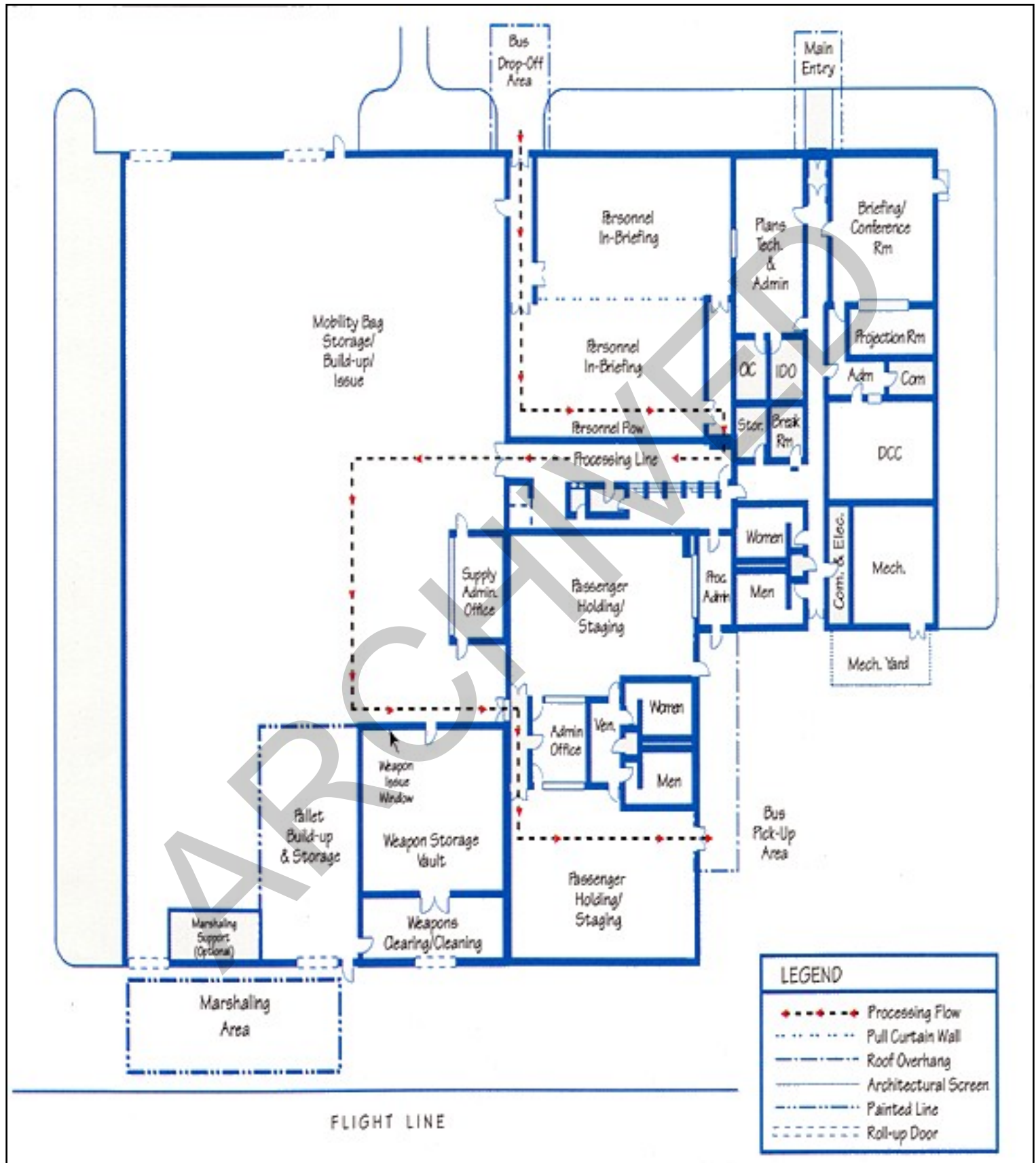


Figure 3-G: Concept Floor Plan



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Chapter 4

Interior Standards

A. General

A quality CDC reflects the AMC standard of "understated excellence" and creates a warm environment where professionals can provide quality services. Select facility finishes for cost-effectiveness, life cycle maintenance, as well as appearance. Interior finishes that are durable and easy to maintain are essential to user satisfaction. Quality interiors provide an environment which improves job performance, mobility processing efficiency, and customer satisfaction.

In this chapter, tables 4-A, 4-B, and 4-C provide guidance for finishing, furnishing, and equipping each room of the CDC.

B. Color Concepts

Designers should give special attention to color selection. Provide a timeless color scheme, using colors to highlight and differentiate spaces designed to accommodate different types and levels of activity. Select accent colors for carpets, wall coverings, upholstery, and systems furniture wall panels that are subject to periodic change, but apply them sparingly to complement a neutral color scheme.

Incorporate accent colors in graphics, borders, accessories, and artwork for design scheme consistency.

C. Floor Coverings

Consider patterned carpet tile for high-use areas such as hallways, waiting areas, and conference rooms. Avoid stripes and linear designs that are hard to line up with walls in corridors, vestibules, or irregularly shaped

permanently stain or damage carpet. Provide ceramic tile in rest rooms, where frequent water spills occur. For durability, select a sealed concrete finish in large storage areas where heavy, moving equipment may be operating; in the janitor's closet; and in mechanical, electrical, and communications rooms.

D. Wallcoverings

Use vinyl wallcoverings, acoustic wallcoverings, ceramic tile, and paint finishes for ease of maintenance and to present a less institutional appearance. Bare concrete or concrete block walls (painted or unpainted) are acceptable in storage areas.

E. Ceilings

Use suspended acoustical ceiling tile with a concealed grid or revealed edge finish. A standardized 2'x2' tile is recommended as the consistent module throughout the administration areas and the Personnel Deployment Function. A gypsum board ceiling works well with water resistant paint finishes in rest rooms and the janitor's closet.

F. Window Coverings

Decorative window covering add to the overall decor of a facility and can effectively aid energy conservation and efficiency. Use lined draperies to block daylight for visual presentations. Draperies also create a home-like, warm environment. Vertical blinds and mini-blinds in administrative areas filter daylight and allow outdoor views.

areas. Select neutral colored carpet for offices and control centers to create lighter rooms which appear larger. Use vinyl composition tile in passenger briefing and waiting areas, smaller storage rooms and where there is a higher potential for spills and dirt that would

G. Accessories

Framed artwork, wall murals, and plants complement the interior finish and reinforce the design scheme. Choose only professionally framed pictures, paintings, and awards with color schemes and images that

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INTERIOR STANDARDS



contribute to the facility's decor and reinforce the facility's image. Live plants or professional-quality silk plants are optional.

H. Signs

Develop an interior sign plan as part of the comprehensive interior design. Use professionally made signs, appropriately sized for viewing distance and compatible with the facility design scheme. Signs should clearly direct customers and visitors to specific functional areas within the CDC.

I. Systems Furniture

This furniture includes interchangeable wall panels, desk components, and storage modules which combine to form office work stations. These stations allow for a reconfiguration of office areas as CDC activities and functions change. Select systems furniture that easily integrates computer hardware. Systems furniture panels should incorporate integrated conduits for electrical and communications service to conceal unsightly wires. Sound absorbent fabric panels will reduce background noise and provide a quiet work area. Finish work surfaces in plastic laminate or wood. Plastic laminate with a wrapped edge is an easily maintainable finish. Use systems furniture throughout the administration area and mobility processing area where multiple administrative work stations are required.

J. Lighting

Natural and artificial lighting are important factors in creating a quality interior appearance. Lighting affects the perception of space and environment, as well as the color of interior finishes. Design lighting to enhance the design scheme. The designer should provide natural and accent lighting in waiting and administration areas. Include task lighting at office desks, and use high-efficiency fluorescent lighting in lieu of incandescent lighting.

K. Communications

Provide telephone and computer wiring to support voice, data, and fire alarm systems, and other equipment listed in the Furnishings and Equipment Schedules (Tables 4-B and 4-C). Equip the facility with the capability for intercom, cable television, Defense Systems Network (DSN), Defense Information Services Network (DISN), fax lines, on and off-base lines, mobile based station/radio LAN connections, and any secure communications requirements. The designer should contact the base civil engineer and the base communications unit for specific communications requirements before planning major building upgrades or modifications. Incorporate these requirements in building design and modification specifications.



INTERIOR STANDARDS



	FLOORS				BASE		WALLS			CEILING			
	Carpet	Vinyl Composition Tile	Ceramic Tile	Sealed Concrete	Vinyl	Ceramic Tile	Paint	Vinyl Wallcovering	Acoustic Wallcovering	Ceramic Tile	Acoustical Ceiling Tile	Painted Gypsum Board	Painted Exposed
Logistics Plans and Programs (LPP)													
1. Officer-in-Charge's (OIC's) Office	◆				◆			◆			◆		
2. Installation Deployment Officer's (IDO's) Office	◆				◆			◆			◆		
3. Plans Technicians Area	◆				◆			◆			◆		
4. Administrative Office	◆				◆			◆			◆		
5. Briefing/Conf. and Projection Rooms	◆				◆			◆			◆		
Deployment Control Center (DCQ)													
6. Deployment Control Center	◆				◆				◆		◆		
7. Administrative Office	◆				◆			◆			◆		
8. Computer-Room		◆			◆			◆			◆		
9. Transportation Control Unit	◆				◆			◆			◆		
Personnel Deployment Function (PDF)													
10. Personnel In-Briefing		◆			◆			◆			◆		
11. Personnel Processing Line		◆			◆		◆				◆		
12. Passenger Holding/Staging		◆			◆			◆			◆		
13. Administrative Office	◆				◆			◆			◆		
Cargo Deployment Function (CDF)													
14. Supply Administrative Office	◆				◆			◆			◆		
15. Mobility Bag Storage/Build-Up/Issue				◆	N/A		◆						◆
16. Pallet Build-Up				◆	N/A		◆						◆
17. Weapon Storage Vault				◆	N/A		◆						◆
18. Weapon Clearing/Cleaning				◆	◆		◆						◆
19. Marshaling Support (Optional)		◆			◆			◆			◆		
Support Areas													
20. Rest Rooms			◆			◆				◆		◆	

21. Storage Room			◆				◆		◆						◆	
22. Break Room			◆				◆		◆						◆	
23. Vending Rooms			◆				◆		◆						◆	
24. Janitor's Closet						◆	◆		◆						◆	
25. Mechanical Room						◆	N/A		◆							◆
26. Communications/Electrical Room						◆	N/A		◆							◆

Table 4-A: Interior Finish Schedule



INTERIOR STANDARDS



	Auditorium Seating	Bookcase(s)	Bulletin Board	Chair(s)	Coat Rack	File Cabinet(s). 2 Drawer	File Cabinet(s). 5 Drawer	Fixed Continuous Seating	Kitchen Counter w/ Cabinets	Podium	Shelf, Overhead	Shelf, Overhead Securable	Shelf, Storage	Storage Cabinet	System Furniture	Table(s)	Table, Conference	Whiteboard
Logistics Plans and Programs (LPP)																		
1. Officer-in-Charge's (OIC's) Office															◆			◆
2. Installation Deployment Officer's (IDO's) Office															◆			◆
3. Plans Technicians Area		◆			◆	◆	◆				◆				◆			
4. Administrative Office			◆												◆			◆
5. Briefing/Conf. and Proj. Rooms	◆				◆					◆							◆	
Deployment Control Center (DCQ)																		
6. Deployment Control Center						◆	◆								◆			◆
7. Administrative Office					◆	◆									◆			
8. Computer Room		◆		◆											◆	◆		◆
9. Transportation Control Unit			◆		◆		◆								◆			
Personnel Deployment Function (PDF)																		
10. Personnel In-Briefing					◆			◆										
11. Personnel Processing Line			◆	◆	◆											◆		
12. Passenger Holding/Staging					◆			◆										
13. Administrative Office			◆		◆		◆								◆			◆
Cargo Deployment Function (CDF)																		
14. Supply Administrative Office			◆		◆		◆								◆			◆
15. Mobility Bag Storage/Build-Up/Issue																		
16. Pallet Build-Up																		
17. Weapon Storage Vault							◆											
18. Weapon Clearing/Cleaning				◆												◆		
19. Marshaling Support (Optional)			◆		◆		◆								◆			◆

Support Areas																
20. Rest Rooms																
21. Storage Room																
22. Break Room																
23. Vending Rooms																
24. Janitor's Closet																
25. Mechanical Room																
26. Comm/Electrical Room																

Table 4-B: Furnishings Schedule



INTERIOR STANDARDS



	Computer(s), LAN Capable	Computer(s) with CD ROM(s)	Computer(s) with Modem(s)	Copy Machine	Fax	Fax, Secure	Podium	Printer(s), Single Side	Printer(s), Double Side	Projector(s), Overhead	Projector(s), Slide	RGB Projector(s)	Screen, Projector	Tape Backup Unit(s)	Telephone(s)	Telephone(s), Secure	Television(s), Large Screen	Television(s), Overhead	VCR(s)
Logistics Plans and Programs (LPP)																			
1. Officer-in-Charge's (OIC's) Office	◆	◆												◆	◆				
2. Installation Deployment Officer's (EDO's) Office	◆	◆												◆	◆	◆			
3. Plans Technicians Area	◆	◆												◆	◆				
4. Administrative Office	◆		◆	◆	◆	◆		◆	◆					◆	◆				
5. Briefing/Conf. and Proj. Rooms	◆					◆	◆			◆	◆	◆	◆		◆		◆	◆	◆
Deployment Control Center (DCQ)																			
6. Deployment Control Center	◆	◆	◆						◆	◆		◆	◆	◆	◆	◆	◆		
7. Administrative Office	◆			◆	◆			◆						◆	◆	◆			
8. Computer Room	◆	◆	◆					◆	◆					◆	◆	◆			
9. Transportation Control Unit	◆		◆					◆						◆	◆	◆			
Personnel Deployment Function (PDF)																			
10. Personnel In-Briefing	◆						◆			◆	◆	◆	◆				◆	◆	◆
11. Personnel Processing Line															◆				
12. Passenger Holding/Staging	◆						◆			◆	◆	◆	◆				◆	◆	◆
13. Administrative Office	◆				◆		◆								◆				
Cargo Deployment Function (CDF)																			
14. Supply Administrative Office	◆				◆		◆								◆				
15. Mobility Bag Storage/Build-Up/Issue															◆				

[illegible]

Table 4-C: Equipment Schedule

References

List of Publications	
AFI 10-403	Deployment Planning
AFI 31-101	Air Force Physical Security Program
AFI 31-209	The Air Force Resource Protection Program
AFI 32-1023	Design and Construction Standards and Execution of Facility Construction Projects
AFI 32-1024	Standard Facility Requirements
AFI 32-1032	Planning and Programming Real Property Maintenance Projects Using Appropriated Funds (APF)
AFM 88-3	Structural Design Criteria Loads
AFP 32-1097	Sign Standards Pamphlet
AFR 127-100	Explosives and Safety
ADA	Americans with Disabilities Act
DoD 4270. I-M	Policy Guidelines for Installation Planning Design, Construction and Upkeep
FED STD. 795	Uniform Federal Accessibility Standards (UFAS)
MIL-HDBK 1008B	Fire Protection for Facilities Engineering, Design, and Construction
MIL-HDBK 1190	Military Building Code
NFPA 101	Life Safety Code 101
NFPA 220	Types of Construction
10 CFR (Code of Federal Regulations)	"Energy Conservation Voluntary Performance Standards for New Buildings, Mandatory for Federal Buildings"
Chapter 11	Interim Deployment Planning Policy Letter 10-406 ⁽¹⁾
AMC	Architectural Compatibility Plans
AMC	Commander's Guide to Facility Excellence
AMC	Interior Design Guide
AMC	Landscape Design Guide
AMC	Sign Standards, "Engineering Technical Letter" (ETL 93-02)
AMC	
AMC	
AMC	
AMC	
AMC	
AMC	
Legend	
(1) When published, AFI 10-406 (Mobility for AMC Forces) will supersede AMC Policy Letter 10-406.	

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