



Operations

CIVIL AIRCRAFT LANDING PERMITS

This instruction implements AFPD 10-10, *Civil Aircraft Use of United States Air Force Airfields*. It provides guidance and procedures for granting civil aircraft access to airfields for which the Air Force has operational jurisdiction and exclusive use, either by ownership, lease, or international agreement. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1973. Forms affected by the Privacy Act have an appropriate Privacy Act Statement. Use this instruction with AFI 10-1002, *Agreements For Civil Aircraft Use Of Air Force Airfield*

★SUMMARY OF REVISIONS

This revision incorporates and reorganizes the requirements, information, and procedures formerly in AFR 55-20; includes a new provision exempting Coast Guard auxiliary aircraft from the requirement for a landing permit (paragraph 3.2); adds a new requirement for corporations to resubmit the DD Form 2402 every 5 years (paragraph 5.1); adds aerial performance, dependents of both active and retired military personnel, and civil reserve air fleet (CRAF) alternate as new purposes for use (table 1); adds Coast Guard and National Oceanic and Atmospheric Administration personnel as authorized uniformed service users (table 1); adds all retired uniformed service members with military identification cards as authorized retired military users (table 1); eliminates receipt of retirement pay as a prerequisite for issuing a permit to retired members of the Reserve Forces (table 1); adds a requirement that notification of unauthorized landings be provided on FAA forms (paragraph 10.1.2); adds the list of weather alternates for scheduled air carriers (attachment 2); adds landing permit application instructions (attachment 3); and aligns this instruction with AFPD 10-10.

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Supersedes AFR 55-20, Section A,B,C and D, 10 April 1987.
OPR: HQ USAF/XOOBC (Mrs Ruth Ann Young)

Certified by: HQ USAF/XO (Lt Gen Buster C. Glosson)
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★1. Scope. Air Force airfields are available for use by civil aircraft so far as such use does not interfere with military operations or jeopardize the military utility of the installation. Access will be granted on an equitable basis. Air Force requirements take precedence over authorized civil aircraft use. This instruction carries the force of US law, and exceptions are not authorized without prior approval from the Civil Aviation Branch, Bases and Units Division, Directorate of Operations, (HQ USAF/XOOBC), 1480 Air Force Pentagon, Washington DC 20330-1480. Proposed exceptions or waivers are evaluated as to current and future impact on Air Force policy and operations.

★2. Responsibilities and Authorities. The following establishes responsibilities and authorities:

2.1. The Air Force:

2.1.1. Determines whether civil aircraft use of Air Force airfields is compatible with current and planned military activities.

2.1.2. Normally authorizes civil aircraft use of Air Force airfields only in support of official Government business. If exceptional circumstances warrant, use for other purposes may be authorized.

2.1.3. Acts as clearing authority for civil aircraft use of Air Force airfields, subject to the laws and regulations of the US, or to applicable international agreements (e.g., status of forces agreements) with the country in which the Air Force installation is located.

2.1.4. Reserves the right to suspend any operation that is inconsistent with national defense interests or deemed not in the best interests of the Air Force.

2.1.5. Will terminate authority to use an Air Force airfield if the:

- User's liability insurance is canceled.
- User lands for other than the approved purpose of use or is otherwise in violation

of this instruction or clearances and directives hereunder.

2.1.6. Will not authorize use of Air Force airfields:

- In competition with civil airports by providing services or facilities that are already available in the private sector. **NOTE:** Use to conduct business with or for the US Government is not considered as competition with civil airports.
- Solely for the convenience of passengers or aircraft operator.
- Solely for transient aircraft servicing.
- By civil aircraft that do not meet US Department of Transportation operating and airworthiness standards.
- That selectively promotes, benefits, or favors a specific commercial venture unless equitable consideration is available to all potential users in like circumstances.
- For unsolicited proposals in procuring Government business or contracts.
- Solely for customs-handling purposes.
- When the air traffic control tower and base operations are closed or when a runway is restricted from use by all aircraft. **NOTE:** Requests for waiver of this provision must address liability responsibility, emergency response, and security.

2.1.7. Will not authorize civil aircraft use of Air Force ramps located on civil airfields. **NOTE:** This paragraph does not apply to use of aero club facilities located on Air Force land at civil airports, or civil aircraft chartered by the US military departments and authorized use of terminal facilities or ground handling services on the Air Force ramp. Only the DD Form 2400, *Civil Aircraft Certificate of Insurance*, and DD Form 2402, *Civil*

Aircraft Hold Harmless Agreement, are required for use of Air Force ramps on civil airfields.

2.2. Civil aircraft operators must:

2.2.1. Have an approved DD Form 2401, *Civil Aircraft Landing Permit*, before operating at Air Force airfields, except for emergency use and as indicated in paragraphs 2.4.2, 2.4.2.3, 3, and 9.1.1.

2.2.2. Ensure that pavement load-bearing capacity will support the aircraft to be operated at the Air Force airfield.

2.2.3. Ensure that aircraft to be operated at Air Force airfields are equipped with an operating two-way radio capable of communicating with the air traffic control tower.

2.2.4. Obtain final approval for landing from the installation commander or a designated representative (normally base operations) at least 24 hours prior to arrival.

2.2.5. Not assume that the landing clearance granted by an air traffic control tower facility is a substitute for either the approved civil aircraft landing permit or approval from the installation commander or a designated representative (normally base operations).

2.2.6. Obtain required diplomatic or overflight clearance before operating in foreign airspace.

2.2.7. Pay applicable costs and fees.

2.2.8. File a flight plan before departing the Air Force airfield.

2.3. The installation commander or a designated representative:

2.3.1. Exercises administrative and security control over both the aircraft and passengers while on the installation.

2.3.2. May require civil users to delay, reschedule, or reroute aircraft arrivals or departures to preclude interference with military activities.

2.3.3. Cooperates with customs, immigration, health, and other public authorities in connection with civil aircraft arrival and departure.

2.4. **Decision Authority.** The authority to grant civil aircraft use of Air Force airfields is vested in:

2.4.1. **Directorate of Operations, Bases and Units Division, Civil Aviation Branch (HQ USAF/XOOBC).** HQ USAF/XOOBC may act on any request for civil aircraft use of an Air Force airfield. Decision authority for the following will not be delegated below HQ USAF:

- Use of multiple Air Force airfields except as designated in 2.4.2.
- Those designated as 2 under *Approval Authority* in table 1.
- Any unusual or unique purpose of use not specifically addressed in this instruction.

2.4.2. **Major Command, Field Operating Agency, Direct Reporting Unit, or Installation Commander.** With the exception of those uses specifically delegated to another decision authority, major commands (MAJCOMs), field operating agencies (FOAs), direct

reporting units (DRUs) and installation commanders or designated representatives have the authority to approve or disapprove civil aircraft landing permit applications (DD Forms 2400, *Civil Aircraft Certificate of Insurance*; 2401; *Civil Aircraft Landing Permit*, and 2402, *Civil Aircraft Hold Harmless Agreement*) at airfields for which they hold oversight responsibilities. Additionally, for expeditious handling of short notice requests, they may grant requests for one-time, official Government business flights that are in the best interest of the US Government and do not violate other provisions of this instruction. As a minimum, for one-time flights authorized under this paragraph, the aircraft owner or operator must provide the decision authority with insurance verification and a completed DD Form 2402 before the aircraft operates into the Air Force airfield. Air Force authority to approve civil aircraft use of Air Force airfields on foreign soil may be limited. **Commanders outside the US must be familiar with base rights agreements or other international agreements that may render inapplicable, in part or in whole, provisions of this instruction.** Decision authority is delegated for specific purposes of use and or locations as follows:

2.4.2.1. **Commander, 611th Air Operations Group (AOG).** The Commander, 611th AOG or a designated representative may approve commercial charters, on a case-by-case basis, at all Air Force airfields in Alaska, except Eielson and Elmendorf AFBs, if the purpose of the charter is to transport goods and or materials, such as an electric generator or construction materials for a community center, for the benefit of remote communities that do not have adequate civil airports.

2.4.2.2. **Commander, Air Mobility Command (AMC).** The Commander, AMC or a designated representative may approve permits that grant landing rights at Air Force airfields worldwide in support of AMC contracts.

2.4.2.3. **US Defense Attache Office (USDAO).** The USDAO, acting on behalf of HQ USAF/XOOBC, may grant a request for one-time landing rights at an Air Force airfield provided:

- The request is for official Government business of either the US or the country to which the USDAO is accredited.
- The Air Force airfield is located within the country to which the USDAO is accredited.
- Approval will not violate any agreement with the host country.
- The installation commander concurs.
- The USDAO has a properly completed DD Form 2402 on file and has verified that the insurance coverage meets the requirements of table 2, before the aircraft operates into the Air Force airfield.

★3. Aircraft Exempt From the Requirement for a Civil Aircraft Landing Permit:

3.1. Any aircraft owned by:

- Any other US Government agency.
- US Air Force aero clubs established as prescribed in AFI 34-117, *Air Force Aero Club Program*, and AFMAN 3-132, *Air Force Aero Club Operations*. **NOTE:** This includes aircraft owned by individuals but leased by an Air Force aero club.
- Aero clubs of other US military services. **NOTE:** This includes aircraft owned by individuals but leased by Army or Navy aero clubs.
- A US state, county, municipality, or other political subdivision, when operating to support official business at any level of Government.

3.2. Any civil aircraft under:

- Lease or contractual agreement for exclusive US Government use on a long-term basis and operated on official business by or for a US Government agency; for example, the Federal Aviation Administration (FAA), Department of the Interior, or Department of Energy. **NOTE:** The Government must hold liability responsibility for all damages or injury associated with operation of the aircraft.
- Lease or contractual agreement to the Air Force for Air Force Civil Air Patrol (CAP) liaison purposes and operated by an Air Force CAP liaison officer on official Air Force business.
- CAP control for a specific mission directed by the Air Force.
- Coast Guard control for a specific mission directed by the Coast Guard. **NOTE:** For identification purposes, the aircraft will be marked with a sticker near the port side door identifying it as a Coast Guard Auxiliary aircraft. The pilot will always be in uniform and normally have a copy of a *Coast Guard Auxiliary Patrol Order*. If the aircraft is operating under "verbal orders of the commander," the pilot can provide the telephone number of the cognizant Coast Guard commander.
- Contractual agreement to any US, State, or local Government agency in support of operations involving safety of life or property as a result of a disaster.
- Government furnished property or bailment contract for use by a contractor, provided the

federal, state, or local Government has retained liability responsibilities.

- Civil aircraft transporting critically ill or injured individuals or transplant organs to or from an Air Force installation.
- Historic aircraft being delivered for Air Force museum exhibits under the provisions of AFI 84-103, *Museum System*.

★4. Conditions for Use of Air Force Airfields. The Air Force authorizes use of its airfields for a specific purpose by a named individual or company. The authorization cannot be transferred to a second or third party and does not extend to use for other purposes. An approved landing permit does not obligate the Air Force to provide supplies, equipment, or facilities other than the landing, taxiing, and parking areas. The aircraft crew and passengers are only authorized activities at the installation directly related to the purpose for which use is granted. All users are expected to submit their application (DD Forms 2400, 2401, and 2402) at least 30 days before intended use and, except for use as a weather alternate, CRAF alternate, or emergency landing site, must contact the appropriate installation commander or a designated representative for final landing approval at least 24 hours before arrival. Failure to comply with either time limit may result in denied landing rights.

★5. Application Procedures. To allow time for processing, the application (DD Forms 2400, 2401, and 2402) and a self-addressed, stamped envelope should be submitted at least 30 days before the date of the first intended landing. The verification specified in table 1 for each purpose of use must be included with the application. The name of the user must be the same on all forms. Original, hand scribed signatures, not facsimile elements, are required on all forms. *Landing Permit Application Instructions* are at attachment 3. The user is responsible for reviewing this instruction and accurately completing the forms before submitting them to the approving authority.

5.1. **Permit Renewal.** When a landing permit expires, DD Forms 2401 and 2400 must be resubmitted for continued use of Air Force airfields. **NOTE:** Corporations must resubmit the DD Form 2402 every five years.

★6. Purpose of Use. The purposes of use normally associated with civil aircraft operations at Air Force airfields are listed in table 1. Requests for use for purposes other than those listed will be considered and may be approved if warranted by unique circumstances. A separate DD Form 2401 is required for each purpose of use. (Users can have multiple DD Forms 2401 that are covered by a single DD Form 2400 and DD Form 2402.)


Aviation

Air Traffic Control, Airspace, Airfields, Flight Activities, and Navigational Aids

By Order of the Secretary of the Army:

CARL E. VUONO
General, United States Army
Chief of Staff

Official:


MILTON H. HAMILTON
Administrative Assistant to the
Secretary of the Army

History. This UPDATE printing publishes a revision of this publication. This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. This regulation covers Army air traffic control general provisions; qualifications and ratings; air traffic control awards program; certification of airfields, airspace, and special military operations requirements; terminal instrument procedures; aeronautical

information; terminal air navigation; and approach facilities.

Applicability. This regulation applies to the Active Army, the Army National Guard, the U.S. Army Reserve, except chapter 19, and all personnel who perform duties in Army ATC facilities and support facilities.

Proponent and exception authority. Not Applicable.

Army management control process. This regulation is subject to the requirements of AR 11-2. It contains internal control provisions but does not contain checklists for conducting internal control reviews. These checklists are contained in DA Circular 11-89-2.

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval of HQDA (DAMO-FDV), WASH DC 20310-0460.

Interim changes. Interim changes to this regulation are not official unless they are authenticated by the Administrative Assistant to the Secretary of the Army. Users will destroy

interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested Improvements. The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Operations and Plans. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, U.S. Army Aviation Center, ATTN: ATZQ-ATC, Fort Rucker, AL 36362-5265 (Parts One, Two, and Five), or Director, U.S. Army Aeronautical Services Office, ATTN: ATZQ-ATC-A, Cameron Station, Alexandria, VA 22304-5050 (Parts Three, Four, and Six).

Distribution. Distribution of this publication is made in accordance with the requirements on DA Form 12-09-E, block number 3923, intended for command level A for Active Army, the Army National Guard, and the U.S. Army Reserve.

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*This regulation supersedes AR 95-2, 15 September 1988.

Table 15-1

Minimum aircraft liability coverage requirements for privately owned business or commercial aircraft (including passengers)

Rule No.	A If the MGTOW is	B then for—	C the minimum for bodily injury is	D the minimum for property damage is	E the minimum liability for passengers is
1.	12,500 lbs.	each person	\$100,000	—	\$100,000
2.	and under	each accident	\$200,000	\$100,000	\$100,000 × number of passenger seats
3.	Over	each person	\$100,000	—	\$100,000
4.	12,500 pounds	each accident	\$1,000,000	\$1,000,000	\$100,000 × 75% × number of passenger seats
5.	FBO sponsor must carry a minimum of \$5,000,000 insurance coverage.				

Chapter 16 Authorized Use of Army Airfields

16-1. Types of joint use

Joint use falls into four broad categories. These are discussed in paragraphs 16-2, 16-3, 16-5, and 16-6.

16-2. Exempt users

Owners and/or operators of aircraft referred to below are authorized to land at AAFs except where specific restrictions are in force. Prior permission to land may be required by the installation or AAF commander.

a. Any aircraft owned or operated by—

- (1) The DOD.
- (2) Any other U.S. Government agency when on official business.

(3) USAF Aero Clubs. The club must provide verification of Aero Club ownership.

(4) Local Army flying club members when the flying club is established in accordance with AR 215-2. Completion of a DD Form 2400 and a DD Form 2402 are required.

(5) Members of other Army flying clubs, at the discretion of the installation commanders, when consistent with flying club regulations and policies. Priority for use will be established in accordance with AR 215-1 and AR 215-2. Completion of a DD Form 2400 and a DD Form 2402 are required. Flying club aircraft operators must obtain approval from the appropriate approving authority before landing at AAFs that do not have established flying clubs.

(6) Representatives of Federal, State, county, or municipal governments when operated in connection with official, nonpolitically related, U.S. Government business. A declaration of responsibility for liability, or completed DD Form 2400, and a completed DD Form 2402 are required.

b. Any civil aircraft under—

(1) Lease or contractual agreement for exclusive operational use by an agency of the U.S. Government that is operated by or for that agency, such as the FAA or Department of Interior. This includes any aircraft under contract to the Military Airlift Command, the Military Traffic Management Command, and other agencies of similar nature. The DOD or other Government agency must declare responsibility for liability or the aircraft owner and/or operator must complete a DD Form 2402 and provide proof of insurance when requesting authorization to operate at an AAF.

(2) Lease or contractual agreement to the U.S. Air Force Civil Air Patrol (CAP) for liaison purposes and operated by a U.S. Air Force (USAF) liaison officer on official business. Completion of DD Form 2400 and DD Form 2402 are required unless the USAF assumes liability responsibility.

(3) CAP control for an authorized mission when directed by USAF orders.

(4) U.S. Coast Guard (USCG) control for an official administrative or operational mission.

(5) Bailment contract if the U.S. Government is the insurer for liability.

(6) Use for humanitarian flights transporting critically ill or injured people to or from a military installation.

(7) Contractual agreement to any Federal, State, or local government agency in support of operations involving safety of life or property because of a natural disaster.

c. Foreign government-owned aircraft for which a reciprocal use agreement exists. Aircraft must have a aircraft landing authorization number (ALAN). Prior permission may also be required by the AAF commander. (This category requires clearance with the Department of State and the ACSI. The USAASO will process the required clearance and provide an ALAN.)

16-3. Short-term users

Short-term users are those whose operational requirements can be accommodated without a lease agreement or LOA. The appropriate approving authority may authorize short-term use by issuing a DD Form 2401. (See para 16-4.)

a. Table 15-2 specifies categories of applicants that may be considered eligible to use AAFs.

b. Prospective users must submit—

(1) A completed DD Form 2400, DD Form 2401, and DD Form 2402.

(2) Other information as required by table 15-2, with the above forms.

(3) A special request when the user is from a foreign country. (The request may be in the form of a message if all pertinent information is provided.)

c. The information required of short-term users should be submitted prior to the intended landing; however, commanders at their discretion may permit users, except for foreign users, to provide this information immediately after first landing. Foreign users must submit requests in sufficient time to allow for required coordination with the ACSI, Department of State, and other principals as necessary.

d. The Army agency receiving the forms cited in b(1) above will forward them to the appropriate approval authority as shown in table 15-2.

e. The approving authority will consider the factors in paragraphs 15-3 and 15-4 and (1) through (8) below in deciding whether to approve the request.

(1) Current and programmed military activities at the installation.

(2) Runway, taxiway, and other airfield facilities.

(3) Availability of supplies and maintenance services.

(4) Volume and type of aircraft traffic.

(5) Crash and rescue equipment and protection.

(6) Overall security.

(7) Detraction from the ability to perform mission.

(8) Other criteria on a case-by-case basis.

f. Operators who require services beyond landing and takeoff must obtain the local airfield commander's approval.

16-4. DD Form 2401 (Civil Aircraft Landing Permit)

A DD Form 2401 may be issued by the appropriate approving



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
WASHINGTON, D C 20350-1000

SECNAVINST 3770.1C
N88
15 December 1992

SECNAV INSTRUCTION 3770.1C

From: Secretary of the Navy

Subj: USE OF DEPARTMENT OF THE NAVY AVIATION FACILITIES BY OTHER THAN UNITED STATES DEPARTMENT OF DEFENSE AIRCRAFT

Ref: (a) Sections 1107 and 1108 of Federal Aviation Act of 1958 (72 Stat 798 as amended, 49 USC 1507, 1508)
(b) NAVCOMPT Manual, Volume 3 (NOTAL)
(c) OPNAVINST 5500.11C of 12 Nov 63 (NOTAL)

Encl: (1) Processing Procedures for Civil Aircraft Landing Permits

1. Purpose. To revise the policy and procedures for the use of Navy and Marine Corps aviation facilities by aircraft other than United States Department of Defense aircraft.

2. Cancellation. SECNAV INSTRUCTION 3770.1B, and forms OPNAV 3770/1 and NAVFAC 7-11011/36.

3. Definitions of Terms. For the purpose of this instruction, certain terms are defined as follows:

a. Alternate Use. Use of the aviation facility, specified in the flight plan, to which an aircraft may divert when a landing at the point of first intended landing becomes impractical because of weather. (Aircraft may not be dispatched, prior to takeoff from the airport of origin, to a facility licensed for alternate use.)

b. Civil Aircraft. Domestic or foreign aircraft operated by private individuals or corporations, or foreign government-owned aircraft operated for commercial purposes. This includes:

(1) Contract Aircraft. Civil aircraft operated under charter or other contract to any U.S. Government department or agency.

(2) Leased Aircraft. U.S. Government-owned aircraft delivered by the Government to a lessee subject to terms prescribed in an agreement which does not limit the lessee's use of the aircraft to Government business.



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D] Atlantic Fleet; Commander in Chief, U.S. Pacific Fleet; Chief of Naval Education and Training; Commander, Pacific Missile Range; Commander, Marine Corps Air Bases, Eastern Area; Commander, Marine Corps Air Bases, Western Area; and Commander, Marine Corps Air Bases, Pacific may approve civil aircraft use of any active aviation facility under their control. (At overseas locations, aircraft landing authorizations must be in consonance with the provisions of applicable international agreements.)

R] c. The Chief of Naval Operations may approve any of the above requests, and is the only agent empowered to approve all other requests for use of naval facilities by civil and government aircraft, for example:

(1) Application for use of more than one facility when the facilities are not under the control of one major command.

(2) Application for use of naval aviation facilities when participating in U.S. Government or Department of Defense single-manager contract and charter airlift operations; i.e., Military Airlift Command (MAC) or Military Traffic Management and Terminal Service (MTMTS).

(3) Application for a facility to be used as a regular civil airfield for a community, by either commercial or general aviation.

(4) Requests for use of a facility by foreign civil or government aircraft when:

(a) Such use is not covered by an agreement between the U.S. Government and the government of the aircraft's registry, or

(b) the facility is located in a country other than that in which the foreign aircraft is registered.

(5) The Chief of Naval Operations has designated the Commander, Naval Facilities Engineering Command (COMNAVFACENGCOM) to serve as his agent for approving or disapproving applications and issuing permits for landings of civil aircraft at Department of the Navy facilities.

8. How to Request Use of Naval Aviation Facilities

A] a. Application Procedures. The prospective user can obtain a copy of this regulation and the required forms from a U.S. Navy

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air installation. The user is responsible for reviewing the regulation and accurately completing the forms before submitting them to the approving authority (paragraph 7). The types of use normally authorized are specified in enclosure (1). The verification required for each type of use must be included with the application. To allow time for processing, all documents shall be submitted at least 30 days before the date of the first intended landing. The name of the user must be the same on all forms. Original handwritten signatures, not facsimiles, are required on all forms. Prospective civil users of a U.S. Navy installation must apply for authorization as follows:

(1) Have the insurance company or its authorized agent complete and sign DD 2400. The user name in item 3 of the DD 2400 must correspond with the user name in item 1 of DD 2401. All coverage must be stated in U.S. dollars. See paragraph 8b for required minimum coverage. The DD 2400 is valid until 1 day before insurance expiration date. A DD 2400 with the statement "until canceled" in lieu of a specific expiration date is valid for 3 years from the effective date. Upon expiration, the DD 2400 must be resubmitted along with DD 2401 for continued use of U.S. Navy installations. The DD 2400 shall be sent to the approving authority by the user together with the other required forms. [A

(2) Prepare, sign, and submit DD 2401 in an original and three copies. [A

(a) Provide, in alphabetical order, the name and location of each U.S. Navy installation requested for use. (The statement "Any U.S. Navy Installation Worldwide" is acceptable for users performing MAC charters. "Any U.S. Navy Installation Within the CONUS" or "Any U.S. Naval Installation East (West) of the Mississippi" is acceptable, if warranted by official government business, for other users.) [A

(b) Provide a brief explanation of purpose of use, with verification for each type of use, as specified in enclosure (1). When the purpose for use does not correspond with the categories listed in enclosure (1), it may be considered if sufficient justification is provided. [A

(c) Aircraft registration numbers are required unless the DD 2400 indicates coverage for "any aircraft of the listed model owned and or operated" in lieu of specific registration numbers (paragraph 8b). All other aircraft information must be provided. [A

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A] (d) The period of use is determined by the insurance expiration date shown on a completed DD 2400. Except where an earlier date of expiration is indicated on the permit, the landing permit will expire 1 day before the insurance coverage expiration date shown on DD 2400, or 3 years from the date the permit is issued when the insurance expiration date either exceeds 3 years or is indefinite (for example, "until canceled").

A] (e) Once the DD 2401 has been approved and distributed, users may make no further entries or amendments without the consent of the approving authority.

A] (f) Upon expiration, resubmit DD 2401 along with DD 2400 for continued use of U.S. Navy installations.

A] (3) Complete, sign, and send original DD 2402 to the approving authority. When the user is a corporation, the DD 2402 must be completed and signed by a second corporate officer (other than the officer executing DD 2402) to certify the signature of the first officer. Once the completed and signed DD 2402 has been accepted by an approving authority, and unless rescinded for cause, it is valid until obsolete, and need not be resubmitted to the same approving authority.

A] b. Insurance Requirements. Each user who applies for permission to land at a U.S. Navy installation must present proof of third-party liability insurance on DD 2400, with the amounts stated in U.S. dollars. The policy number, effective date, and expiration date are required. The statement "until canceled" may be used in lieu of a specific expiration date. The geographical area of coverage must include the area where the U.S. Navy installation of proposed use is located. If several aircraft or aircraft types are included under the same policy, a statement such as "all aircraft owned," "all aircraft owned and/or operated," or "all aircraft operated," may be used in lieu of aircraft registration numbers. To meet the insurance requirements, either Split Limit coverage for Bodily Injury, Property Damage, and Passengers or a Single Limit coverage is required. The coverage carried will be at the expense of the user with an insurance company acceptable to the U.S. Navy and must be current during the period the U.S. Navy installation will be used. The liability required is computed on the basis of aircraft maximum gross takeoff weight (MGTOW) and passenger or cargo configuration. Minimum coverage will not be less than the amount indicated in the instructions provided with DD 2400.

(1) Any insurance presented as a single limit of liability or a combination of primary and excess coverage will be