

Guidance on Flyovers (updated June 2016)

The Illinois National Guard has established guidelines for requesting a flyover for an event in accordance with Department of Military Affairs Illinois (DMAIL) Regulation 360-1 and National Guard Bureau (NGB) Pamphlet 360-5.



Request Process:

- 1) Requester submits a written request to Joint Force Headquarters Public Affairs Office (JFHQ-IL PAO) with information on event.
- 2) If eligible, requester is sent DD Form 2535 to complete with event information.
 - For Air Force (AF) requests, completed form must be sent to Air Force address on page four of the form. Secretary of the AF Public Affairs is the approval authority on whether the request is eligible for support on the state level.
 - For example, requests for C-130 or KC-135 aircraft must be sent to the Air Force address.
 - If deemed eligible by Department of the Air Force, the AF will send a validation letter with a request number in the memo. That letter must be sent to the Public Affairs Office (ng.il.ilarng.list.staff-pao@mail.mil) to start the PAO process for support.
 - For Army requests, completed form must be sent directly to JFHQ-IL PAO (ng.il.ilarng.list.staff-pao@mail.mil) to start the PAO process for support.
 - Army aviation assets include a UH-60 Blackhawk or CH-47 Chinook.
 - Army aviation flyovers are currently suspended without an Exception to Policy memo.

What does NOT qualify for flyover without exception to flyover policy/NGB approval:

- 1) Public events that do not qualify for flyovers without an exception to flyover policy through NGB include: state festivals, anniversaries, centennials, celebrations, dedications, sporting events, parades, and memorial services.
- 2) The exception to flyover policy request should include the following:
 - An indication that the event is "*patriotic in nature*" and that it is not designed primarily to promote sales or increase business.
 - The event should not charge admission. It should be of community-wide interest and open to the general public without regard to race, sex, or other discriminatory factors. The sponsor should be willing to accommodate recruiting booths or other recruiting and retention programs. The request should indicate expected crowd size for the event, special guests invited and any media coverage planned.

Supported requests:

- Once a request has the eligibility for support, JFHQ-IL PAO will contact ATAG-Air (Air Force requests) or SAO (Army requests) to see if the personnel and aircraft are available to meet the request and then "staff" the requests internally. The Adjutant General is the final approval authority for aviation assets. The requester is notified if the aircraft are available or if the request is denied.