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Maintenance

**FUNCTIONAL CHECK FLIGHTS (FCF)/
OPERATIONAL CHECK FLIGHTS (OCF)
LOCAL PROCEDURES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFD 21-1, *Managing Aerospace Equipment Maintenance* and AFRC 21-101, *Maintenance Management of Aircraft*. It outlines the procedures for accomplishment of Functional Check Flights and Operational Check Flights within the 403d Wing. It applies to all units within the 403d Wing.

SUMMARY OF REVISIONS

This revision replaces 403 WG Instruction 21-101, dated 15 Dec 1995. This revision reorganizes text and expands the responsibilities of all offices involved in accomplishment of Functional Check Flights and Operational Check Flights. A (I) indicates revisions from the previous edition.

1. References:

- 1.1. AFI 21-101, Aerospace Equipment Maintenance Management.
- 1.2. AFI 21-101 (AFRC Supplement 1), Aerospace Equipment Maintenance Management.
- 1.3. TO 1-1-300, Acceptance/Functional Check Flights and Maintenance Operational Checks.

2. Responsibilities: The Maintenance Group Commander, Operations Group Commander, Aircrews, Quality Assurance (QA), Debrief Section, Maintenance Operations Center (MOC), Plans, Scheduling, and Documentation (PS&D), and Maintenance Supervisors at all levels will ensure compliance with this instruction.

3. Definitions:

- 3.1. Functional Check Flights (FCFs) are performed to ensure an aircraft is airworthy and capable of accomplishing its mission. FCFs will be flown as required by applicable technical orders or as directed by the Maintenance Group Commander.

3.2. Operational Check Flights (OCFs) are defined as flights to determine safe or required operation when it cannot be accomplished by means of ground or shop tests. OCFs will be flown by experienced aircrews but does not require FCF qualified aircrews unless specifically required by applicable technical orders. Fly OCFs when an operational check is required by applicable technical orders.

4. Procedures :

4.1. Maintenance Support Flight Supervision will:

4.1.1. Ensure ISO aircraft forms are complete and current IAW TO 00-20-1.

4.1.2. Deliver ISO aircraft forms to PS&D NLT 2 working days of the aircraft exiting ISO dock.

4.2. Aircraft Maintenance Unit will:

4.2.1. Identify to Quality Assurance any maintenance actions that require an FCF/OCF.

4.2.2. Notify Quality Assurance when aircraft has completed post ISO dock and is ready for FCF.

4.2.3. Deliver the post ISO dock aircraft forms and 781 series forms to Quality Assurance office for review immediately upon the completion of the post ISO dock.

4.2.4. Configure the aircraft for the FCF/OCF according to applicable technical orders.

4.2.5. Ensure the aircraft has a current preflight inspection, is serviced with 28,000 pounds of fuel, and an exceptional release accomplished.

4.2.6. Report to the FCF/OCF aircrew brief with the active aircraft 781series forms binder and assist in the brief.

4.2.7. Deliver active aircraft 781 series forms to MOC after each FCF/OCF attempt or release.

4.2.8. Transport aircrew directly to AMXS debrief section immediately after flight if necessary.

4.3. Quality Assurance will:

4.3.1. Notify PS&D of the FCF/OCF requirement and provide them with the aircraft tail number and reason for the flight.

4.3.2. Create an FCF/OCF requirement in GO81.

4.3.3. Prepare FCF/OCF aircrew brief by extracting major ISO maintenance from ISO aircraft forms that will be signed out from PS&D and post ISO dock aircraft forms.

4.3.4. Recertify or review aircraft weight and balance as applicable.

4.3.5. Create a profile for a full or partial FCF based on requirements and information extracted during forms review by highlighting the FCF required items in the applicable FCF checklist.

4.3.6. Brief FCF/OCF aircrew with the assistance of the aircraft crew chief.

4.3.7. Attend debrief and ensure the Aircraft Commander annotates "released" and signs the FCF checklist and AFTO Form 781A "FCF or OCF due" discrepancy and forward checklist to PS&D for filing.

4.3.8. Perform document file inspection on ISO aircraft forms.

4.3.9. Deliver ISO aircraft forms and post ISO aircraft forms to PS&D for filing.

4.4. Plans, Scheduling and Documentation will:

4.4.1. Notify Current Operations to schedule FCF/OCF and provide the aircraft tail number and reason for the flight.

4.4.2. Notify Quality Assurance and Aircraft Maintenance Unit of the aircrew brief time and location.

4.4.3. Inform Quality Assurance and MOC of the FCF/OCF date and time and of all scheduling changes.

4.4.4. File completed FCF checklist and ISO aircraft forms in the aircraft jacket file.

4.5. Current Operations will:

4.5.1. Coordinate with the appropriate squadron on the availability of a complete FCF certified or OCF qualified crew.

4.5.2. Provide squadron operations with the aircraft tail number and reason for FCF/OCF.

4.5.3. Notify PS&D of the date and time of the aircrew brief and the FCF/OCF flight.

4.6. Maintenance Operations Center will:

4.6.1. Notify squadron operations of FCF/OCF aircraft release for flight.

4.7. Debrief Section will:

4.7.1. Assemble maintenance specialist and aircrew and conduct full aircraft debrief immediately after each FCF/OCF attempt or release.

4.8. Squadron Operations will:

4.8.1. Notify Current Operations of the location, date, and time of aircrew brief.

4.8.2. Notify Current Operations of the date and time of FCF/OCF flight.

4.9. FCF/OCF aircrews will:

4.9.1. Attend FCF/OCF briefing (minimum aircrew required: aircraft commander and the flight engineer) provided by Quality Assurance and the aircraft crew chief.

4.9.2. Attend debriefing immediately following each FCF/OCF flight.

4.9.3. Ensure the FCF checklist profile is completed and annotated as released or non-released and 781A "FCF or OCF due" discrepancy is cleared by the Aircraft Commander after a successful release.

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Commander