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Supply

QUICK REFERENCE LIST (QRL)

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This instruction establishes procedures for the use of Quick Reference Listing. This instruction applies to all 62 AW and 446th AW personnel. This instruction does not apply to Western Area Defense Squadron or Air National Guard units stationed on McChord AFB.

1. Daily Operations: The QRL will be used on each AMXS vehicle, the Aircraft Parts Store (62 LRS/LGRDMA) and in AMXS Supervision to request commonly used aircraft assets. Use of the QRL number will alleviate the need for researching and providing a part number, TO figure and index, noun, etc.

2. Aircraft Parts Store (APS) Responsibilities:

2.1. Maintaining the list will be the responsibility of Aircraft Parts Store (APS).

2.2. Upon receipt of written request for items to add to the QRL, APS will assign a QRL number based on the part number and work unit code and load the data in G081.

2.3. APS personnel will print and distribute 5 copies to AMXS-10 and 2 copies will be maintained in APS.

2.4. Semi-annually, APS personnel will prepare a cover letter and distribute 3 copies of the QRL to AMXS Supervision for validation.

2.4.1. Upon receipt of the completed validation, APS personnel will update the listing with changes, additions and/or deletions.

2.4.2. APS personnel will print and distribute the updated QRL within 10 days of receiving recommended changes.

3. AMXS Responsibilities:

3.1. Maintain a current copy of the QRL and utilize the listing whenever possible.

- 3.2. Provide, in writing, all data required to load/update the QRL and G081. Include the part number, NSN, work unit code, TO figure and index and nomenclature.
- 3.3. The Commander of the Aircraft Maintenance Squadron (AMXS) will ensure AMXS personnel perform a semi-annual validation.
- 3.4. Upon receipt of the semiannual validation listing from APS:
 - 3.4.1. Review and make changes, additions, and deletions as required.
 - 3.4.2. Sign and date one copy and return with annotations to 62 LRS/LGRDM within 15 days.

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Commander, 62d Airlift Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 21-101, *Aerospace Equipment Maintenance Management* (Para 8.9.3)

Abbreviations and Acronyms

QRL—Quick Reference Listing

NSN—National Stock Number

APS—Aircraft Parts Store