

14 APRIL 2003

Maintenance



FUNCTIONAL CHECK FLIGHT PROCEDURES

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Pages: 3

Distribution: F

This instruction implements AFD 21-1, *Managing Aerospace Equipment Maintenance*. It establishes Functional Check Flight (FCF) procedures to ensure proper coordination with the 916th Maintenance Group Commander (MXG/CC), 916th Quality Assurance Office (MXG/MXQ), 916th Aircraft Maintenance Squadron (AMXS), 916th Operations Group Commander (OG/CC), and the 916th Standardization and Evaluation Office (OG/OGV). It applies to each of the above agencies and all personnel involved in the scheduling and performance of FCFs. Additional references include AFI 11-401, *Flight Management*, AFI 11-206, *General Flight Rules*, AFI 13-201, *Air Force Airspace management*, T.O. 1C-135(K)R-6CL-1, *Acceptance and or Functional Check Flight Checklists*, T.O. 1C-135A-6 *Aircraft Schedule Inspection*, T.O. 1-1-300 *Acceptance/Functional Check Flight and Maintenance OPR Checks and Maintenance Requirements USAF Series*, AFI 21-101, *Maintenance Management of Aircraft*.

1. Responsibilities: The Maintenance Group and the Operations Group both share in FCF responsibility and procedures. The office responsible for management of the FCF program in the Maintenance Group is the Quality Assurance. The office responsible for management of the FCF program in the Operations Group is the Standardization and Evaluation Office. The following procedures and responsibilities apply in the performance of functional check flights and operational check flights. The term FCF will include both flight and ground operational checks performed by the aircrew.

- 1.1. FCFs will be accomplished only by aircrew designated in writing by the 916 OG/CC as FCF qualified.
- 1.2. The Quality Assurance office will review the aircraft records for accuracy prior to scheduled FCF meeting in accordance with applicable technical orders and directives.
- 1.3. FCFs will be scheduled when required by T.O. 1C-135A-6 or when directed by the Maintenance Group commander to determine the status of an aircraft.
- 1.4. Weather minimums for FCFs will be IAW T.O. 1-1-300

1.5. The Standardization and Evaluation Office will manage the FCF training program and all aircrew requirements.

2. Aircraft Maintenance Squadron:

2.1. Ensures the aircraft is prepared IAW AFI 21-101.

2.2. Prepares the aircraft for any additional flight requirements.

2.3. Reviews the aircraft forms for accuracy, ensuring all maintenance actions are completed and all AFTO 781 forms and G O 81 are documented properly IAW -6 and 00 series TOs.

2.4. Services the aircraft as required for the FCF.

2.5. Prepares a folder for the flight crew to include a history of all discrepancies, corrective actions, and operational checks associated with the FCF.

3. Production Supervisor:

3.1. Reviews documented (AFTO) 781 forms for accuracy IAW -6 and 00 series TOs.

3.2. Schedules the FCF through the 916th Maintenance Operations Flight, Scheduling Section, (MOF/MXOO) who in turn will coordinate the FCF through 916th Operations Support Flight, Mission Development (OSF/OSOS).

3.3. Reviews previous maintenance problems and discrepancies recorded regarding the aircraft or system requiring the FCF.

3.4. Documents additional discrepancies for the FCF or operational checks in the aircraft 781 forms.

3.5. Provides the aircraft forms to the Quality Assurance Office for final review two hours prior to scheduled FCF meeting.

4. Quality Assurance Office:

4.1. Reviews current aircraft weight and balance documents for the FCF.

4.2. Initiates an FCF checklist using T.O. 1C-135(K)R-6CL-1.

4.3. Maintains a Functional Check Flight log.

4.4. Schedules a meeting with the FCF crew, Production Superintendent, crew chief, and additional personnel as required prior to the FCF.

4.5. Briefs the flight crew on discrepancy requiring FCF or OCF IAW AFI 21-101.

5. FCF Flight Crew:

5.1. Informs the 916 OG/CC or designated representative on the purpose, profile and weather conditions the day of the FCF for approval.

5.2. Ensures the overall safe conduct of the FCF and operational check.

5.3. Accomplishes the FCFs in accordance with directives.

5.4. Ensures discrepancies are entered on the aircraft forms in a clear and concise manner.

- 5.5. Completes applicable portions of the FCF checklist in accordance with T.O. 1C-135(K)R-6CL-1.
- 5.6. Completes a formal debrief at the conclusion of the flight with subject matter expert.
- 5.7. After completion of the FCF, if the aircraft is released, enter the following statement in the "CORRECTIVE ACTION" block, "FCF completed, aircraft released for flight." The pilot who accomplishes the FCF will initial over the symbol in the "SYM" block and enter his/her signature in the "INSPECTED BY" block.

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