

**1 AUGUST 2000**



**Acquisition**

**MODIFICATION SYSTEM**

---

**NOTICE:** This publication is available digitally on the AFDPO WWW site at: <http://afpubs.hq.af.mil>.

---

OPR: SAF/AQXA (Major Gordon Weiss)

Certified by: SAF/AQX (Mr. Blaise J. Durante)

Pages: 3

Distribution: F

---

This new Air Force Policy Directive (AFPD) applies to all modifications for Air Force (AF) systems and equipment in response to validated needs. This directive defines the scope and principles of the AF modification system, describes the functions of the Single Manager (SM) and lead command, and delineates responsibilities of the joint-service modification programs. Guidance provided in this directive describes the modification process necessary to respond to changing Air Force needs. Modifications are part of the Air Force acquisition process as established in AFPD 63-1.

**1.** This policy applies to permanent and temporary modifications. Modifications are defined as a change to the form, fit, function, or interface of an AF managed configured item. This policy does not apply to an effort that does not change the form, fit, function, or interface of an AF managed configured item, unless the effort is managed as a modification due to risk, investment, affordability, or other concerns, as determined by the Milestone Decision Authority (MDA). When two or more services develop a common aircraft weapon system, the Lead Service/Joint directives will determine the modification management process. In cases where the AF version of the weapon system significantly differs from the other service(s) and major modifications are necessary to satisfy AF requirements, DoD will make final determination on which service's modification management process will be followed.

**2.** The delegation of MDA for modification programs is based on a program cost and risk assessment. The program cost and risk assessment is accomplished by the SM in conjunction with the lead command. AFI 63-1101, *Modification Management*, provides direction on how to implement the modification process, including roles and responsibilities.

2.1. The program cost and risk assessment will be evaluated at each milestone decision point or re-evaluated at any other time, based upon program progress.

2.2. The SM, in conjunction with the lead command, will develop and plan actions necessary for program management, execution and oversight of the modification program. As a minimum, the following areas must be documented to ensure effective management and oversight of modification programs:

2.2.1. An approved need.

- 2.2.2. Approved requirements documentation.
- 2.2.3. Acquisition Program Baseline cost, schedule, and performance parameters.
- 2.2.4. A plan for test and evaluation of the program.

3. The Air Force modification process emphasizes the principles of Integrated Weapon System Management (IWSM) in accordance with AFI 63-107, *Integrated Weapon Systems Management Program Planning and Assessment*.

4. Specific responsibilities, procedures, and processing guidelines are published in AFI 63-1101, *Modification Management*, the implementing document for this policy directive. Related policies and guidance are included in AFPD 63-1, *Acquisition System*, AFI 63-101, *Acquisition System*, and DoD 5000.2-R, *Mandatory Procedures for Major Defense Acquisition Programs (MDAP) and Major Automated Information System (MAIS) Acquisition Programs*. Other related policies include AFI 65-601 Vol. 1, *Budget Guidance and Procedures*, Chapter 8; and, DOD 7000.14-R, *DOD Financial Management Regulation*, Vol. 2A, Chapter 1 and Vol. 3, Chapter 6.

F. WHITTEN PETERS  
Secretary of the Air Force

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

DoD 5000.2-R, Mandatory Procedures for Major Defense Acquisition Programs (MDAPS) and Major Automated Information System (MAIS) Acquisition Programs

DoD 7000.14-R, Vol. IIA, DoD Financial Management Regulation (Budget Presentation and Formulation)

AFPD 63-1, Acquisition System

AFI 63-101, Acquisition System

AFI 63-107, Integrated Weapon System Management Program Planning and Assessment

AFI 63-1101, Modification Management

AFI 65-601, Vol. 1, Budget Guidance and Procedures

***Abbreviations and Acronyms***

**IWSM**—Integrated Weapon Systems Management

**MDA**—Milestone Decision Authority

**SM**—Single Manager