

**9 MARCH 2001**



**Maintenance**

**DEPOT MAINTENANCE MANAGEMENT,  
DEPOT REPAIR ENHANCEMENT PROCESS  
(DREP)**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the AFDPO WWW site at:  
<http://www.e-publishing.af.mil>

---

OPR: HQ AFMC/LGPP  
(Marty DeWoody-Rowell)  
Supersedes AFMCI 21-129, 8 Apr 98

Certified by: HQ AFMC/LGP  
(Col Kathleen D. Kiever)  
Pages: 81  
Distribution: F

---

This instruction implements AFD 21-1, *Managing Aerospace Equipment Maintenance*, AFI 21-102, *Depot Maintenance Management*, and AFMCPD 21-1, *Depot Maintenance Policy*. It establishes policies and procedures and assigns responsibilities for the Depot Repair Enhancement Process (DREP) within Air Force Materiel Command.

**SUMMARY OF REVISIONS**

The DREP definition has been changed to "Depot Repair Enhancement Process" to reflect that this is the business process and not a program. Organizational updates and systems changes have been incorporated. HQ AFMC/LGP is the designated union interface. HQ AFMC/LGS is the designated Defense Logistics Agency interface. Policy for Quality Assurance, Awaiting Parts, and Job Routing was added as well as appendix 1, Self-Inspection Checklist. A bar (|) indicates changes from the previous edition.

<b>Chapter 1— MAINTENANCE MANAGEMENT PHILOSOPHY AND POLICY</b>	<b>5</b>
1.1. Purpose. ....	5
1.2. Management Philosophy. ....	5
1.3. Policy. ....	6
<b>Chapter 2— RESPONSIBILITIES, PROCESS, AND ORGANIZATIONAL STRUCTURE</b>	<b>8</b>
2.1. Purpose. ....	8
2.2. HQ AFMC Key Personnel Responsibilities. ....	8
2.3. Union Representation. ....	10
2.4. DLA Distribution Depot. ....	11

2.5.	ALC Key Personnel Responsibilities. ....	11
2.6.	Process. ....	15
Table 2.1.	DREP Standard Position Descriptions. ....	16
2.7.	Organizational Structure. ....	17
Figure 2.1.	ALC Organizational Structure. ....	17
Figure 2.2.	Fixer Organizational Structure. ....	18
<b>Chapter 3— MATERIEL MANAGEMENT</b>		<b>19</b>
3.1.	Purpose. ....	19
3.2.	Materiel Management Core Processes. ....	19
3.3.	Wholesale Requisition Process. ....	19
Table 3.1.	Release Sequence (Automatic And Manual) For Total And Partial Excess Materiel. ....	21
3.4.	Serviceable Asset Process. ....	23
3.5.	Reparable Asset Process. ....	24
3.6.	Repair/Overhaul Decisions Process. ....	24
3.7.	Multiple Source of Repair (MSOR). ....	26
3.8.	Requirements/Financial Process. ....	26
Table 3.2.	D035E Products/Screens. ....	27
Table 3.3.	Flag Codes. Identifies items in RBL where the requirement is insufficient to cover users needs. ....	29
<b>Chapter 4— MAINTENANCE (FIXER)</b>		<b>30</b>
4.1.	The Guide. ....	30
4.2.	The Fixer. ....	30
4.3.	Fixer Team. ....	30
4.4.	DREP Team On-Call Members. ....	32
4.5.	Shop Service Center. ....	32
4.6.	Fixer Repair Process Description. ....	32
4.7.	Contingency Planning. ....	32
4.8.	Manual Intervention of the Express Table. ....	33
4.9.	Quality Assurance. ....	34
4.10.	Maintenance Training and Production Acceptance Certification. ....	34
4.11.	Technical Data Compliance. ....	34

4.12. Technical Data Local Procedures. ....	34
4.13. Maintenance Production Shop. ....	34
Table 4.1. Job Route/Non Job Route Decision Rules. ....	37
<b>Chapter 5— SHOP SERVICE CENTER</b>	<b>39</b>
5.1. General. ....	39
5.2. SSC Overview. ....	39
5.3. SSC Ownership. ....	39
5.4. SSC Policy. ....	40
5.5. SSC Development and Structure. ....	40
5.6. SSC Functions. ....	40
5.7. SSC Procedures. ....	42
Figure 5.1. AWP Process ....	44
<b>Chapter 6— DREP MEETING</b>	<b>47</b>
6.1. Purpose. ....	47
6.2. Formal DREP Meetings. ....	47
6.3. Informal DREP Meetings. ....	47
Table 6.1. DREP Meeting Focus. ....	47
6.4. DREP Meeting Attendees. ....	48
6.5. DREP Meeting Discussions. ....	49
Figure 6.1. AWP and Hangar Queen Chart. ....	50
6.6. DREP Chart Information. ....	50
Figure 6.2. DREP Chart ....	51
Table 6.2. DREP Top Line Monthly Demand Rate Computation. ....	53
6.7. DREP Chart Overall Item Rating. ....	54
<b>Chapter 7— FINANCIAL MANAGEMENT</b>	<b>56</b>
7.1. Purpose. ....	56
7.2. Stock Fund Overview. ....	56
7.3. Funding Policy. ....	57
7.4. SMAG Funding Allocation Process. ....	57
7.5. DREP/CREP Funding. ....	58
7.6. Organic Workload Execution Process. ....	58

Figure 7.1.	Funds Application Process. ....	61
7.7.	FM Contingency Plan. ....	64
7.8.	Close Out Policy. ....	65
<b>Chapter 8—</b>	<b>QUALITY PERFORMANCE MEASURES</b>	<b>67</b>
8.1.	Purpose. ....	67
8.2.	Definition of Terms. ....	67
8.3.	Philosophy of QPMs. ....	67
8.4.	QPM Data. ....	68
8.5.	Standards. ....	70
8.6.	Analysis. ....	70
8.7.	Reporting. ....	70
Figure 8.1.	Measurement Visibility. ....	71
<b>Chapter 9—</b>	<b>DATA SYSTEMS</b>	<b>72</b>
9.1.	Purpose. ....	72
9.2.	Operating Systems Overview. ....	72
9.3.	DREP Software Suite Deployment/Reengineering, Level I and Level II. ....	72
9.4.	D087X, Execution and Prioritization of Repair Support System (EXPRESS). ....	75
Figure 9.1.	EXPRESS/Standard Suite of Systems. ....	76
9.5.	ShopPro. ....	77
Figure 9.2.	ShopPro Overview. ....	77
9.6.	Inventory Tracking System (ITS), G337. ....	78
9.7.	Exchangeables Production System (EPS), G402A. ....	78
9.8.	Standard Base Supply System (SBSS), D002A. ....	78
9.9.	Readiness Based Leveling (RBL), D035E. ....	78
9.10.	Repairability Forecast Model (RFM), D357. ....	79
9.11.	LGP Data Mart (Q303). ....	79
<b>Attachment 1—</b>	<b>SELF INSPECTION LIST DEPOT REPAIR ENHANCEMENT</b>	
	<b>PROCESS (DREP) (AFMCI 21-129) OPR: HQ AFMC/LGPP</b>	<b>80</b>

## Chapter 1

### MAINTENANCE MANAGEMENT PHILOSOPHY AND POLICY

**1.1. Purpose.** This instruction outlines the depot maintenance management philosophy and policies required to effectively operate and manage depot exchangeable repair facilities in accordance with AFM-CPD 21-1, *Depot Maintenance Policy*. It specifically addresses the overall philosophy, policies, organizational structure, key personnel duties and responsibilities, key functional area requirements, and systems necessary to accomplish depot maintenance contained within Department of Defense (DoD), Air Force, and Air Force Materiel Command (AFMC) strategic plans and programs guidelines. This instruction focuses on the Depot Repair Enhancement Process (DREP). Other Command Repair Enhancement Programs will be discussed as they interface with the DREP process.

**1.2. Management Philosophy.** Management philosophy seeks to balance force structure, strategy, and budget to maintain a ready and relevant force for today and the future. This philosophy is derived from long-range planning and policy decisions to enhance customer support in peace and war.

1.2.1. Repair Enhancement Programs (REP). The AFMC initiative is to standardize the basic repair processes for ALC organic and contract depot level repair, overhaul, or inspection. A process map defines each REP. These programs strive to provide responsive, effective customer support, and improve depot efficiency. These programs crossfeed inputs into Product Support Management Plans, Service Level Agreements and support business planning and partnering arrangements between the Air Force and the private sector.

1.2.1.1. Depot Repair Enhancement Process (DREP). DREP is the standardized AFMC repair process used for all depot level exchangeable repairs. The key tenets of DREP are:

- 1.2.1.1.1. Standardized repair process (reduced flow days).
- 1.2.1.1.2. Focus on throughput (constraint management).
- 1.2.1.1.3. Daily repair based on greatest Air Force need(D087 EXPRESS).
- 1.2.1.1.4. Supply support on the shop floor (Shop Service Center (SCC)).
- 1.2.1.1.5. Standardized functions - defined roles and responsibilities.
- 1.2.1.1.6. Alignment of responsibility/authority of key players.
- 1.2.1.1.7. Standardized data systems.
- 1.2.1.1.8. Customer driven performance measures.

1.2.1.2. Contract Repair Enhancement Program (CREP). CREP is a focused effort to improve customer support via contracts with industry for maintenance support. It mirrors the goals outlined in the organic DREP wherever possible. See AFMCI 21-113, *Contract Maintenance Programs for Depot Maintenance Business Area (DMBA)*. CREP strives to institute a contract repair process that responds directly to validated customer (user) demands while simultaneously minimizing inventory requirements, process steps, and queue time with as few resources as possible. The key tenets of CREP are:

- 1.2.1.2.1. Reduce administrative lead time.

- 1.2.1.2.2. Reduce process flow days.
- 1.2.1.2.3. Reduce inventory.
- 1.2.1.2.4. Repair on demand.
- 1.2.1.2.5. Prioritize contract repair.
- 1.2.1.2.6. Attain best value for contract repair.

1.2.1.3. Aircraft Repair Enhancement Program (AREP). AREP is the standardized AFMC process used for all aircraft Programmed Depot Maintenance (PDM) and modifications. See AFMCI 21-133, *Depot Maintenance Management for Aircraft Repair*. AREP's goal is to reduce depot flow days, reduce the number of aircraft in work, deliver on schedule, provide best value to the customer, and increase aircraft availability. The key tenets of AREP are:

- 1.2.1.3.1. Standardized process.
- 1.2.1.3.2. Increased man loading.
- 1.2.1.3.3. Production scheduling.
- 1.2.1.3.4. Dedicated parts support.
- 1.2.1.3.5. Contractor parts support.
- 1.2.1.3.6. Synchronized back-shop repair.

**1.3. Policy.** This instruction contains functional policy that governs depot maintenance management for exchangeable workload. Policy implementation and compliance is mandatory. The Headquarters (HQ) AFMC functional area Office of Primary Responsibility (OPR) will provide clarification of policy. Policy will be enforced until an instruction change or approved waiver is received. An annual review of this instruction will be accomplished during the anniversary month of publication. The HQ AFMC functional OPRs will accomplish the annual review and ensure the instruction is current, accurate, and relevant.

1.3.1. Policy Changes. Only those policy change requests related to DREP topics will be submitted to this instruction. See AFMCPD 500-1, *AFMC Commander's Policy Directives* and AFMCI 500-101, *AFMC Commander's Policy Directives Development and Implementation Guidance and Procedures*.

1.3.2. Maintenance Standardization. Maintenance standardization is required to ensure greater interoperability, improved quality, effectiveness, and provide a "single-face" to our customers. This includes implementing AFMC Policy Directives, AFMC Instructions, and other current directives or instructions related to depot maintenance. A thorough understanding of management philosophy, policy, repair processes, responsibilities, and organizational structure by leadership, management, and workers will sustain maintenance standardization. This instruction outlines management philosophy and policy in **Chapter 1**. Responsibilities, process, and organizational structure are out-lined in **Chapter 2**.

1.3.3. Waiver and Proposed Change Procedures. HQ AFMC/LG is the approval authority for all waiver requests and proposed changes to this instruction. The ALC/CC will sign all waiver requests/proposed changes prior to submission to HQ AFMC/LG. All waiver requests/proposed changes will be approved by the Product Director (PD) prior to submission to the ALC/CC. Waivers and changes will be effective on the date they are approved by HQ AFMC/LG. Approved changes will be accomplished in accordance with AFI 37-160, Volume 1, *The Air Force Publications and Forms Manage-*

*ment Programs*, and the HQ AFMC/LG Requirements Management Plan for the DMAG/SMAG Logistics Process, 5 Nov 1999 (or applicable version). Requests for waiver must contain:

- Specific reference to paragraph(s) that will be waived.
- Reason for the waiver (i.e., why organization cannot comply with existing guidance).
- Actions taken to achieve compliance.
- Cost/savings of non-compliance.
- Expected date of compliance.

1.3.3.1. Test or trial programs not addressed in this instruction are not authorized without an approved waiver. Waiver requests for test/trial programs will contain the following information:

- 1.3.3.1.1. Impact on customer support, workload, data systems, money, manpower, supply, and equipment.
- 1.3.3.1.2. Why test/trial is necessary and its duration.
- 1.3.3.1.3. Cost of trial/test and method of funding (include pay back period for investment).
- 1.3.3.1.4. How the test/trial will be measured.
- 1.3.3.1.5. Expected benefits.

1.3.4. Operating Instructions (OIs). Operating Instructions are directive publications, assign responsibilities, direct actions, and prescribe procedures. OIs must refer to a parent instruction and will be reviewed at least annually. An OI may add to instruction requirements, but they will not detract, relax standards, or give permission to deviate from the parent instruction. OIs that have long-term, command-wide impact should be considered as an instruction change. Develop and manage OIs in accordance with (IAW) AFI 37-160, Volume 1 and this instruction.

1.3.5. Policy letters. Policy letters may be issued to supplement this instruction. Policy letters will not be issued to waive any part of this instruction. Policy letters are valid for one year. Prior to the end of the one-year period, the policy letter must be submitted as a change to this instruction or it is automatically rescinded. A second policy letter will not extend the valid period for current policy letters. All HQ AFMC Policy letters will be coordinated with all affected directorates and offices. Informational copies will be provided to all directorates listed in this instruction.

## Chapter 2

### RESPONSIBILITIES, PROCESS, AND ORGANIZATIONAL STRUCTURE

**2.1. Purpose.** This chapter provides guidance on key personnel responsibilities, DREP logistics process, and the structure of the DREP organization.

**2.2. HQ AFMC Key Personnel Responsibilities.** Key personnel from each functional area are responsible for issues related to their functional area in this instruction, DREP, and other Air Force guidance covering depot maintenance. Responsibilities include the review, update, and correction of functional areas of this instruction, as well as the development, integration, and implementation of DREP initiatives into all AFMC shop component activities. These activities include repair, supply, financial, systems/infrastructure, personnel management, transportation, and other REPs.

2.2.1. HQ AFMC/LG. Responsible for developing and implementing AFMC depot maintenance guidance, policy, and procedures that enable the ALCs to complete their mission. The AFMC/LG provides resources and functional OPRs to staff depot maintenance issues. Functional OPRs will manage, review, and revise this instruction and related checklists annually (on the anniversary of the publication date) or as required. See Appendix 1 for the *Self Inspection List, Depot Repair Enhancement Program* checklist. AFMC/LG is chairman of the Logistics Business Board Tier II (LBBT2)

2.2.2. HQ AFMC/LGI. Responsible for materiel management issues. LGI is responsible for item management policy and procedures, requirement computation, repair prioritization and distribution policy, and materiel management methodology for AFMC.

2.2.3. HQ AFMC/LGN. Responsible for configuration control of the Logistics Process. Maintains the Logistics Process Model, Process Change Requests, and Logistics Process Workarounds. Co-partner with MSG to manage the Process Support Lab at HQ AFMC. Modernize/improve information systems through the application of information technology best business practices while not degrading current business processes.

2.2.4. HQ AFMC/LGP. Responsible for depot maintenance issues. Provides command level policy, guidance, metrics, and staff coordination of all activities required to operate depot maintenance activities for Air Force weapon systems and assigned workloads. LGP serves as functional manager for depot maintenance organizational structure, inter-servicing, workload planning, information systems, infrastructure management/investments, and production processes. Specifically, this includes providing support, policy, procedures, and guidance to the ALC industrial maintenance production efforts for industrial maintenance quality, maintenance certification, tool control, organic manufacture, warranty programs, and other related production issues. LGP develops and publishes regulatory guidance relative to maintenance production policy. LGP is the primary interface with AFGE Council 214 for union partnering to incorporate overall process changes. Individual ALCs negotiate specific implementation and execution issues. Responsible for Prime Vendor Program (IPV) and Direct Vendor Delivery (DVD) programs. Responsible for managing International Merchant Purchase Authorization Card (IMPAC) program. Provides monthly updates to Issue and Stockage Effectiveness rates (metric) concerning supply support to depot maintenance. Responsible for the Requirements Forecast Model (RFM) program. Manages overall material support to depot maintenance. Chairs the LBB III DMAG Working Group.

2.2.5. HQ AFMC/LGS. Responsible for supply issues. Develops policy and procedures, guidance, and allocates available resources to ensure optimal retail supply/fuels support to customers. LGS serves as Air Force liaison to DLA supply issues.

2.2.6. HQ AFMC/LGT. Responsible for transportation issues. Air Force liaison to DLA to ensure compliance with all transportation and packaging requirements in accordance with the tenets of DREP. Air Force Point of Contact (POC) for assisting with other MAJCOM's transportation issues. Performs/assists in pipeline analysis for intransit visibility oversight.

2.2.7. HQ AFMC/LGX. Responsible for support to the Director of Logistics. Responsible for the Readiness Spares Package/Weapon System Management Information System (WSMIS) and war readiness issues. Serves as Combat Logistics Support Squadron (CLSS) program management office.

2.2.8. HQ AFMC/DPC. Responsible for policy and guidance on the classification and staffing of DREP deployment. This includes the development of command standard position descriptions. Responsible for providing labor relations advice and guidance in dealing with union and management issues.

2.2.9. HQ AFMC/DPE. Responsible for DREP training issues. Other HQ AFMC/DPE responsibilities include the following:

2.2.9.1. Ensure personnel who support depot maintenance functions are trained as prescribed in AFMCI 36-201, *Education and Training Process Guide*.

2.2.9.2. Develop, maintain, and deliver applicable courses using the procedures contained in AFMCM 50-14, *AFMC Course Development Manual* and list the courses in AFMCP 50-5, *AFMC Course Catalog*. Use of these courses is mandatory.

2.2.9.3. Approval authority for major deviations from command directed training and use of command course material. Major deviations will not be authorized without ALC/CC and HQ AFMC/LG written concurrence.

2.2.10. HQ AFMC/DR. Responsible for Integrated Weapon System Management and single manager issues incorporated into the Product Support Mission Area (PSMA). PSMA is responsible for the safety, engineering and configuration control of products or systems for the entire lifecycle.

2.2.11. HQ AFMC/EN. Responsible for engineering, technical data, and configuration management issues related to the weapon systems.

2.2.12. HQ AFMC/FMR. Develops policy and procedures for budgeting and funding of the SMAG and DMAG programs (working capital funds). They provide funding documents and unit cost targets to the ALCs. They also serve as focal point for unit cost/fee-for-service issues.

2.2.13. HQ AFMC/IG. Responsible for inspections that includes compliance with DREP instructions, guidance, policy, and procedures. Results are reported through normal IG inspection reports and channels.

2.2.14. HQ AFMC/MSG. Responsible for development, maintenance, and modification of wholesale logistics information systems. MSG will evolve baseline information systems to fully support DREP. MSG will co-partner with AFMC/LGN to manage the HQ AFMC Process Support Lab (PSL). MSG will assist in developing solutions for functional requirements and manage the sustaining of all systems in support of DREP to include command-wide implementation of the DREP standard suite of systems.

2.2.15. HQ AFMC/PK. Advises and supports efforts on all contracting issue that impact DREP. PK will champion various waivers or deviations to existing regulatory and policy barriers with respect to the Federal Acquisition Regulation (FAR) and related contracting policies. PK will ensure contracting support is provided to ALC Shop Service Centers (SSCs). Contracting officers will be either co-located within the SSC or from a centralized office within the contracting directorate to service the SSC's requirements. Refer to AFMCI 21-113, *Contract Maintenance Programs for Depot Maintenance Business Area (DMBA)*.

2.2.16. HQ AFMC/XPM. Responsible for advice and support of DREP teams on manpower and organizational issues. They plan and execute any necessary manpower requirement determinations, Unit Manpower Document (UMD) changes, and all required organizational changes.

2.2.17. Logistics Business Board (LBB) Tier II. HQ AFMC/LG chairs the LBB Tier II. The membership includes the ALC Civilian Deputies (CDs) and ASC/SY. The LBB Tier II has full responsibility for the logistics process. They have authority to make changes to the logistics process and maintain process control through the *Requirements Management Plan for the DMAG/SMAG Logistics Process*, Version 3.0, 5 Nov 99.

2.2.18. Logistics Business Board Tier III (LBBT3) LBB III consists of working groups focusing on specific business areas or business processes within the logistics environment. The Tier 3 objective is to foster cross-functional collaboration through joint participation whenever possible. The LBBT3 provides strategic functional expertise and integration/guidance to the various logistics initiatives within the DMAG and SMAG business areas. The LBBT3 acts in both an advisory and decision making capacity. Membership consists of an O-6 or civilian equivalent from all LG divisions as well as XP, DP, DR, FM, ESC/IL, PK, and SC. An AFGE representative is invited to all meetings. AQ, EN, and IG are encouraged to attend as required. As individual initiatives are developed, integrated, and tested, the LBBT3 will evaluate policy directions, review detailed proposals, and make decisions that cannot be made at subordinate levels. The LBBT3 will also act as the approval authority for program action items and review and approve any proposed process/system changes to the baseline before final presentation to the Logistics Business Board Tier II.

2.2.19. HQ OPR Team. This team is responsible for the development, integration, and implementation of DREP initiatives into all AFMC shop component activities to include: repair, supply, financial, materiel management, contracting, transportation, training, systems/infrastructure, and personnel management teams. They will:

2.2.19.1. Review proposed changes with recommendations to LBBT3, Information Systems Board (ISB), and Logistics Business Board Tier II.

2.2.19.2. Project the impact on organizational structures, personnel, systems, etc.

2.2.19.3. Create specific implementation plans which include milestones and activities required to ensure smooth transition.

2.2.19.4. Act as POC for the ALCs.

**2.3. Union Representation.** American Federation of Government Employees (AFGE) is a partner with AFMC in assessing and implementing DREP as outlined in the *Memorandum of Agreement (MOA) Depot Repair Enhancement Program (DREP) Deployment, 9 September 1997*. This partnership employs integral participation between management and AFGE at all working levels.

**2.4. DLA Distribution Depot.** DoD agency responsible for materiel storage, packaging, receiving, inventory, and distribution in support of the depot repair function in accordance with local MOAs and Memorandums of Understanding (MOUs).

**2.5. ALC Key Personnel Responsibilities.** Position Descriptions are listed in [Table 2.1](#), DREP Standard Position Descriptions. The majority of positions are matrixed to the Fixer or SSC Chief. the *Memo-randum of Agreement, Subject: Interim DREP Matrixing Guidance, 9 September 97*, provides specific guidance for the use of matrixing.

2.5.1. Air Logistics Center Commander (ALC/CC). The ALC/CC is responsible for compliance with this instruction. This includes the allocation of resources necessary to sustain DREP. Additionally, the ALC/CC is responsible for timely implementation and use of the DREP standard suite of systems (e.g., EXPRESS, ITS, ShopPro) at the ALC.

2.5.2. Product Director (PD) The Product Director is responsible for all aspects of the directorate operations and allocates resources to meet mission requirements. The Product Director supports the SPDs and reports to the ALC/CC on all sustainment activities. Product Directors are responsible for depot maintenance and/or supply and materiel management functions assigned to their organizations. The Product Director chairs the formal monthly DREP meetings. The PD is responsible to ensure timely support and use of DREP standard suite of systems in the directorate.

2.5.3. Logistics Directorate (LG).Responsible for implementing AFMC depot maintenance guidance, policy, and procedures that enables the ALCs to complete their mission. The LG develops performance oriented training objectives and outlines. The LG provides overview and introductory training in accordance with the defined training objectives.

2.5.4. Production Division Chief (DMAG funded). The Division Chief is responsible for directing, managing, and operating the industrial production shops for repair, modification, and industrial process support of weapon system components. The Division Chief is responsible for ensuring the shop operates in accordance with current guidance, instructions, policy, and procedures. The Division Chief provides financial guidance and establishes/maintains division level Quality Performance Measures. Additionally, the Division Chief applies industrial engineering and production control programs, personnel, procedures, and participates in reviews as required. The Division Chief attends the formal monthly DREP meetings. The Division Chief is responsible for implementation and use of the DREP standard suite of systems in the division.

2.5.5. Fixer (DMAG funded). The Fixer is responsible for managing all production shop resources required to accomplish depot repair. The Fixer is responsible for ensuring depot repairs are accomplished in a timely manner by using DREP, work loading, planning, management analysis, financial management, scheduling, quality control, and materiel support functions in support of repair, production, and manufacturing. The Fixer supervises the Shop Chief(s), Production Planner(s), and Management Analyst(s). The SSC Chief is matrixed to the Fixer and is the first line supervisor of the SSC Team members. Functional Home Offices are the second level super-visors of the other SSC Team members. The Fixer team works closely with the Materiel Management Team (MMT) to ensure effective shop operations and customer support. The Fixer contributes to public relations, marketing, and competition efforts for all items worked within the organization.

2.5.6. Production Branch Chief (DMAG funded). The Branch Chief is responsible for supervising the personnel in the production shops. The Branch Chief supervises the shop in accordance with current

guidance, instructions, and policy and procedures. The Branch Chief provides management information and financial data to upper management. The branch chief will act as the Fixer with power to delegate the Fixer position to lower level operations where the work mix and size of the branch justify. The Branch Chief is responsible to ensure branch operations are conducted under DREP in accordance-with this instruction and that the DREP standard suite of systems are used.

2.5.7. Production Section Chief (DMAG funded). The Section Chief supervises a portion of an industrial production shop and reports directly to the Branch Chief. The Section Chief operates the shop in accordance with current guidance, instructions, and policy and procedures. The Section Chief is responsible for using the DREP in the section; ensuring the DREP standard suite of systems are used in the section; ensuring maintenance technicians and supervisors accomplish necessary repair/overhaul.

2.5.8. Production Planner (DMAG funded). The production planner is responsible for: Acquiring new workload; building the initial Bill of Material (BOM) and Work Control Documents (WCD); and establishing labor, equipment, and facility standards. The production planner also provides production engineering technician services, develops workload-planning packages and provides work measurement studies

2.5.9. Management Analyst (DMAG funded). The analyst is matrixed to the Fixer and tracks, monitors, and prepares information for DREP reports and meetings. The analyst is responsible for keeping the Fixer/SSC Chief informed of status, progress, changes in requirements, procedures, or areas that are not progressing satisfactorily. The analyst: prepares and analyzes DREP charts; performs trend analysis, flowday analysis, repair constraint analysis, queue time analysis; serves as “trouble shooter” for the Fixer and performs SSC analysis when necessary. This position is optional in those cases where the shop workload does not justify a management analyst position.

2.5.10. Shop Service Center (SSC) Chief (DMAG funded). The SSC Chief reports directly to the Fixer and manages, directs, and supervises SSC personnel. Analyzes SSC operations and directs corrective actions. Supervises Workload Manager, Material Planner, Material Examiner & Identifier, Production Materiel Technician, and SSC Item Manager (SSC IM), administration and writes their appraisals. The SSC Chief, as the designated representative for the Depot Chief of Supply, monitors and reports General Support Division expenditures at the SSC level.

2.5.10.1. Workload Manager (DMAG funded). Manages the shop workload (i.e., repair, overhaul, and modification) of commodities in worldwide support of weapon systems. Monitors and manages shop capacity for both the input and output of assets. Works/corrects capacity information discrepancies in EXPRESS related to available shop capacity (e.g., available test stands, available skills.) Monitors all workload in repair to include EXPRESS driven items brought into maintenance and items sold after repair. Performs other related duties.

2.5.10.2. Material Planner (DMAG funded). Serves as a material planner in the management of the repair, over-haul, and modification of an end item in worldwide support of weapon systems. Responsible for: material requirements planning; file maintenance of the existing BOM.

2.5.10.3. Material Examiner & Identifier (DMAG funded). Performs inspection on a wide variety of supply items received from Source of Supply (SOS) to ensure conformance to specified standards, purchase orders, etc. Makes final determinations for acceptability of these items either for receipt or shipment. Ensures compatibility and correctness of shipping documents and material; checks for damage, identity, and condition; screens documents for special projects. If there is a

problem with the identity of an item, the Material Examiner will work with the workload manager for verification.

2.5.10.4. Production Materiel Technician (DMAG funded). Provides comprehensive and effective materiel support to designated maintenance shops in the form of item research, order placement, and materiel handling through the SSC. Performs customer order, front-end job order number (JON) edits on all requirements submitted by supported maintenance shops. Maintains appropriate on-hand stock levels to support production. Takes action to ensure SSC stocks are replenished when required. Manages miscellaneous SSC/shop stocks to include bench stocks, and floating stocks/spares (IPV may impact floating stock management).

2.5.10.5. SSC Item Manager (SSC IM) (DMAG funded). Manages the SSC awaiting parts (AWP) program. Ensures critical components are on order and links component requisitions to the end item. Monitors, tracks, and coordinates items that are Due-In from Overhaul (DIOH) and Due-In from Maintenance/Due-Out to Maintenance (DIFM/DOTM). Manages retail stock levels and recommends SSC stock levels to maintenance. Maintains appropriate stock balances and takes action to ensure retail and SSC stocks are replenished when required.

2.5.10.6. Parts Availability Strategy Team (PAST) chaired by the Materiel Management Team Lead. When new workload is being brought into a repair facility or existing parts support is sub-standard, a PAST will be convened to address piece parts support problems. The PAST includes, but is not limited to, the following individuals: SSC IM, Workload Manager, Materiel Planner, SSC Chief, Fixer, Production Planner, Contracting Officer, Shop Chief, DLA, and Materiel Management Team (MMT). This team is the nucleus for developing and implementing a strategy and is empowered to take action necessary to resolve the problem. The PAST, with all players intact, will design and implement a parts availability strategy using all the existing tools, mechanisms, and resources at the disposal of the SSC and the Fixer.

2.5.11. Materiel Management Team (MMT). The MMT is an on-call group of subject matter experts within Materiel Management that convene to solve asset support problems on the maintenance floor and to proactively develop support processes to enhance maintenance repair on demand. The MMT consists of a Materiel Manager Team Lead (MMTL), Materiel Manager (Recoverable IMS), Equipment Specialist (ES), Engineer (ENGR), Consumable Inventory Management Specialists (IMS) and Support Equipment IMS, and a Production Management Specialist (PMS) Seller. The MMT is responsible for sustaining an asset throughout its life cycle and must interact to provide maximum sustainability support.

2.5.11.1. Materiel Management Team Lead (MMTL). The MMTL is normally a Logistics Management Specialist or Program Management Specialist. The Branch Chief of the MMT will appoint another member of the MMT as team lead for those situations where these specialists do not exist for a specific repair workload. The Branch Chief will make MMTL appointments in writing. The MMTL is the MMT focal point for all applicable REP issues, including non-collocated repair issues. The MMTL attends DREP meetings and provides item status reports. The MMTL communicates with the Product Directorate Funds Manager concerning funding issues. The MMTL ensures prompt coordination between Fixer, SSC organizations, and Materiel Management to resolve item supportability issues. The MMTL or other designee leads the Contract Repair Team (CRT).

2.5.11.2. Materiel Manager (MM). The MM is responsible for managing the Air Force recoverable items worldwide inventory from cradle to grave. Responsibilities include provisioning, cataloging, calculating requirements, initiating procurement and repair actions (includes modifications), distributing, reclaiming and disposing of assets. MM will respond to customer inquiries and ensure proper and timely materiel support. This may require coordinating with logistics personnel to resolve funding, technical, procurement, and production issues. The MM is the organic production manager and pipeline manager/analyst for assigned items. The MM is an active member of the CRT. The MM must be familiar with and use the DREP Standard Suite of Systems available for management of pipeline assets. As the single-face POC to the customer, the MM must have an understanding of repair and distribution logic. The MM is also responsible for performing applicable file maintenance to ensure that data within the DREP standard suite of systems is current and accurate.

2.5.11.2.1. Inventory Management Specialists (IMS) for Consumable and Support Equipment. IMSs for both consumable inventory and support equipment are responsible for providing updated status reports to the MMT on their items that are required to support end item repairs slated for discussion at REP meetings. The role of the consumable and support equipment IMS does not change under REP operations.

2.5.11.2.2. Engineer (ENGR) and Equipment Specialist (ES). The ENGR and ES are both responsible for providing technical support to CRT/REP and other MMT meetings, as required by the MMTL. The ENGR and ES are both responsible for technical issues, reliability, quality, and deficiency reports on items assigned to them. The basic roles of the ENGR and ES do not change under REP operations.

2.5.11.2.3. Contract Production Management Specialist. Depot Maintenance Activity Group (DMAG) funded individual referred to as the PMS Seller. PMS Seller supports an asset repair requirement through a contract. The PMS Seller accepts a repair requirement from the MMT and initiates a purchase request (PR) from which the Contracting Officer writes the contract. The PMS Seller works with the contractor or Government representative to ascertain item status and shipping information. Tasking of the contractor is done through PK channels. The PMS Seller is responsible for updating the G009 system when the contractor does not have the capability. The PMS provides support to the CRT.

2.5.12. Financial Management (FM) Responsibilities. FM provides support to DREP in two areas, the wholesale Supply Management Activity Group (SMAG) and the Depot Maintenance Activity Group (DMAG). They are responsible for the utilization of revolving fund practices at the ALCs and the management of unit cost target performance.

2.5.12.1. ALC SMAG FM funds managers are responsible for management of materiel support division (MSD) repair funding for the ALC. They provide technical management, planning, reporting, administrative assistance, control, and analysis for organic and contract workloads. They ensure successful execution of the repair operating obligation target for the SMAG.

2.5.12.2. The SMAG funds managers are responsible for the determination of the breakout between the organic and contract repair programs and for the establishment/update of the burn rate data for each of their sources of repair (SORs).

2.5.12.3. Product directorate wholesale SMAG Funds Managers are responsible for tracking their execution against the budgeted requirement and providing this information to their FM community on a monthly basis. They are the product directorate's liaison with their FM community.

2.5.12.4. ALC DMAG Acceptors are located in the FM community. They are responsible for providing financial planning; reporting and administrative assistance, control, and analysis associated with programmed and unprogrammed workloads for various customers.

2.5.12.4.1. The DMAG Acceptors are responsible for acceptance of all system-generated DREP project order amendments within the prescribed time limit.

2.5.12.4.2. The DMAG Acceptor serves as a liaison between the SOS and the SOR to ensure timely receipt and file maintenance of the SOS's burn rate data.

2.5.13. Contracting Officer (PK) Responsibilities. The Contracting Officer is a designated or collocated member of the DREP team. The contracting officer is responsible for all local purchase support for requirements not satisfied or supported by current supply systems. PK may be called upon to do other contracts (e.g., blanket purchase agreements, blanket delivery orders). They are responsible for emergency purchases to fill Fixer requirements. PK monitors existing orders for compliance with terms of the contract and is responsible for resolving delinquent contracts or deliveries and establishing new contracts with alternate sources when original vendors default on contracts. They will assist the MMT in providing materiel support by recommending the best contracting methods to satisfy customer needs.

## 2.6. Process.

2.6.1. Repair Enhancement Program Processes. The DREP process model outlines required steps, action flow, decision points, data sources, and desired outcomes. Included with the model are the baseline process guides that explain each step in the process, including roles and responsibilities for each functional area. The DREP Process guides can be found by going to <https://www.afmc-mil.wpafb.af.mil> select "PROGRAMS", select "AFMC Agile Logistics (DREP, CREP, AREP)", select "DREP", under "Process Overview", select "DREP Process Flow. The process configuration is controlled to ensure standardization throughout AFMC.

2.6.2. Process Configuration Management. A Requirements Management/Configuration Management (RM/CM) process and a configuration board control DREP configuration. A detailed description can be found in the *Requirements Management Plan for the DMAG/SMAG Logistics Process*, Version 2.0, 5 November 1999. Use of the process as outlined in the Plan is mandatory. Process changes, feasibility studies, trial programs, local tests, or other non-standard programs or processes are not authorized without prior written approval LBB.

2.6.2.1. Submitting a Logistics Process or Policy Change. Process Change Requests (PCRs) are used to submit proposed changes to the logistics process or related policies.

2.6.2.2. PCR Review and Approval Process. All PCRs are evaluated by a group of HQ AFMC cross-functional experts. These experts evaluate the proposed change and how it affects all facets of the process. The evaluation group recommends PCR approval or disapproval. Level required for approval depends on the cost of the proposed change. Approval criteria are outlined in *Requirements Management Plan for the DMAG/SMAG Logistics Process*, Version 2.0, 5 November 1999.

2.6.2.3. Logistics Process Workarounds. Workarounds are temporary actions necessary to accomplish the DREP Logistics Process. They remain in effect until all data systems are modified to preclude the manual intervention. Suggested workarounds or local workarounds are not authorized for use until approved by the LBB.

2.6.2.4. Air Force Suggestion Program. Use of the Air Force Suggestion Program is encouraged. All suggestions should be completed in accordance with AFI 38-401, *Air Force Suggestion Program*. Use AFI 38-402, *Suggestors and Evaluators Handbook*, to evaluate suggestions related to the logistics process, PCRs, DREP standard suite of systems, and workarounds. Evaluators must consider the suggestions overall relation and impact to DREP. Suggestions will not be approved to circumvent the established process or preclude use of the process change procedures.

**Table 2.1. DREP Standard Position Descriptions.**

POSITION TITLE	FUNCTIONAL TITLE	SERIES/ GRADE	POSITION NUMBER	STATUS
Industrial Production Manager	Fixer	GS-1601-12	8G001	FINAL
Industrial Production Manager	Fixer	GS-1601-13	8G002	FINAL
Industrial Production Manager	Fixer	GS-1601-14	8G003	FINAL
Materials Examiner and Identifier	Materials Examiner and Identifier	WG-6912-07	8W004	FINAL
Industrial Engineering Technician	Materiel Planner	GS-895-09	8G007	FINAL
Supply Technician	Production Materiel Technician	GS-2005-05	8G008	FINAL
Supply Technician	Production Materiel Technician	GS-2005-07	8G009	FINAL
Industrial Engineering Technician	Production Planner	GS-895-09	8G0010	FINAL
Industrial Engineering Technician	Production Planner	GS-895-11	8G0011	FINAL
Production and Material Support Supervisor	SSC Chief	GS-301-10	8G0012	FINAL
Production and Material Support Supervisor	SSC Chief	GS-301-11	8G0013	FINAL
Production and Material Support Supervisor	SSC Chief	GS-301-12	8G0014	FINAL
Inventory Management Specialist	SSC Item Manager	GS-2010--09	8G0015	FINAL
Management Analyst	Management Analyst	GS-343-09	8G0018	FINAL

Management Analyst	Management Analyst	GS-343-11	8G0019	FINAL
Production Controller	Workload Manager	GS-1152-09	8G0021	FINAL
Production Controller	Workload Manager	GS-1152-11	8G0022	FINAL

**2.7. Organizational Structure.**

2.7.1. Maintenance Organizational Structure. Maintenance is organized in product directorates, divisions, branches, and sections. ALC, Fixer, and Shop Service Centers will be organized in accordance with **Figure 2.2.** through Figure 2.4. Changes to organization structure are accomplished using organizational change requests or authorization change requests (OCR/ACR). OCR/ACRs are initiated through the local manpower office and forwarded to HQ AFMC/LG. Sections will not be consolidated or enlarged without approval by HQAFMC/LG.

2.7.1.1. ALC Organizational Structure. See **Figure 2.1.** ALC Organization will consist of ALC/CC and staff, Air Base Wing, Commodities Director, Aircraft Director, Financial Management, Technology/Industrial Director, and Engine/Propulsion Director.

2.7.1.2. Fixer Organizational Structure. See **Figure 2.2.**

**Figure 2.1. ALC Organizational Structure.**

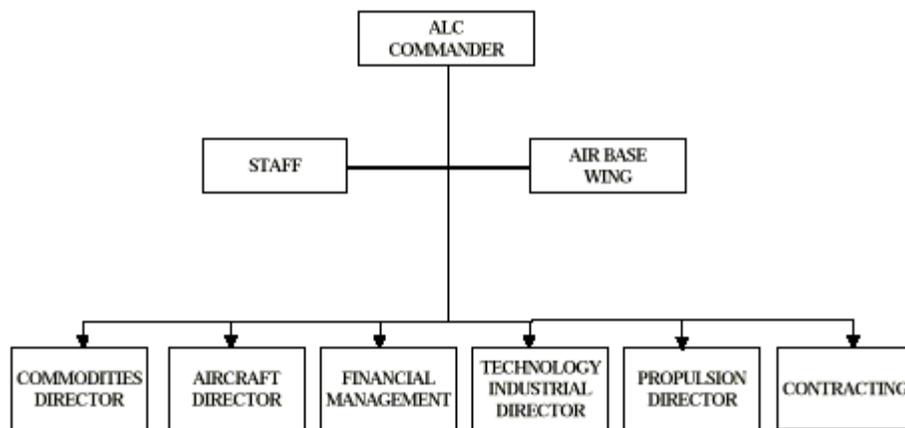
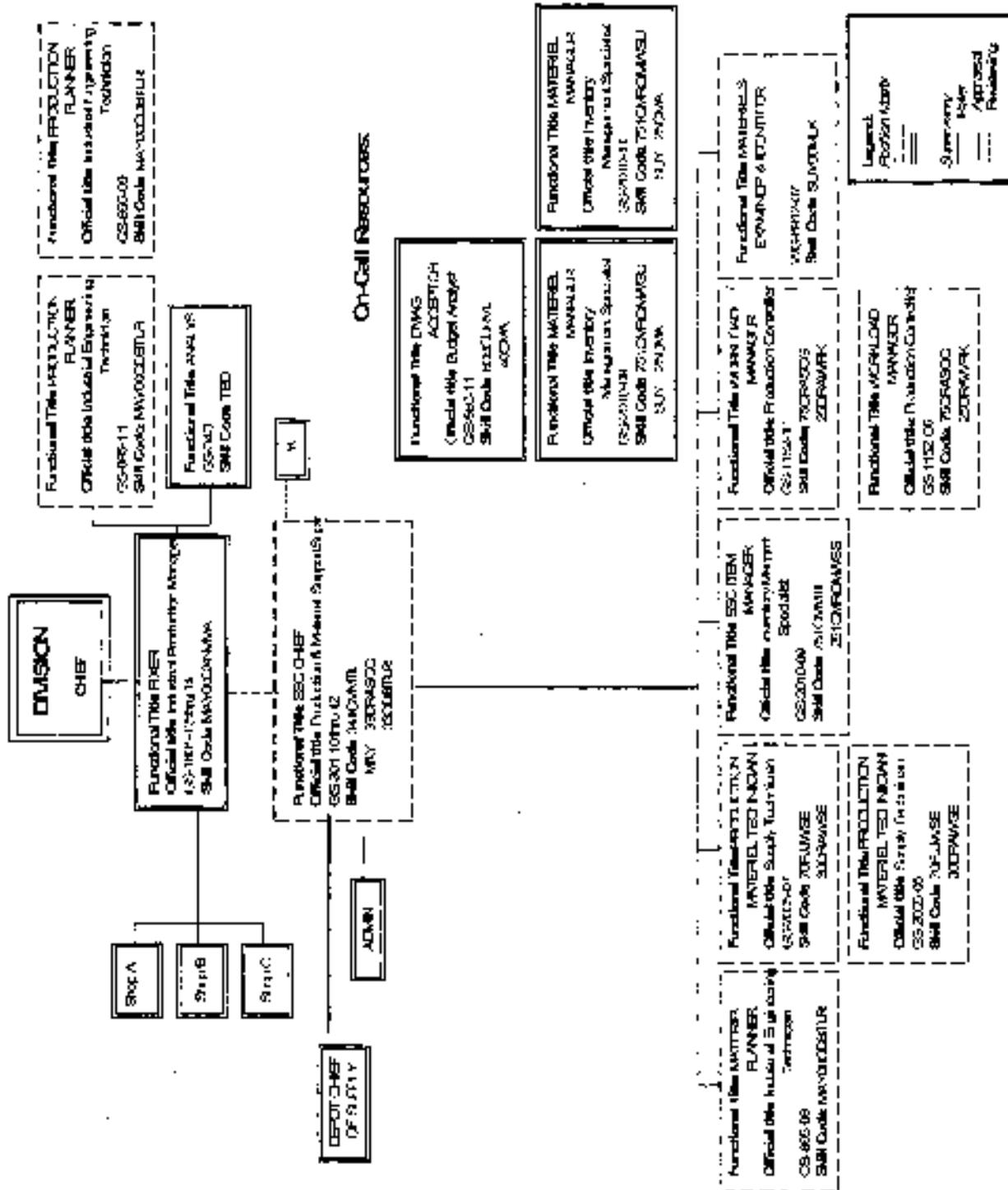


Figure 2.2. Fixer Organizational Structure.



## Chapter 3

### MATERIEL MANAGEMENT

**3.1. Purpose.** This chapter provides guidance and direction for Materiel Management under the concepts of DREP.

**3.2. Materiel Management Core Processes.** The Material Manager is responsible for developing and managing the buy and/or repair requirements to satisfy the field's needs. This chapter provides guidance and direction for operating under the concepts of the Repair Enhancement Program (REP) to the Materiel Management Team (MMT). Materiel Management consists of five core processes: Wholesale Requisition Process, Serviceable Asset Process, Repairable Asset Process, Repair Overhaul Decision Process, and Requirements/Financial Process. Each MM core process may include one or several MM sub processes. These core processes are referenced in other technical data, which are highlighted in the following subparagraphs.

**3.3. Wholesale Requisition Process.** Customer initiated requisitions are entered into D035A, an automated edit is applied to validate the requisition, the system checks asset availability and either releases or backorders the requisition. Reference document AFMAN 23-110, Vol. 3, Part 3.

3.3.1. Requisitions. Requisitions, both programmed and non-programmed, originate from several sources through their respective data systems. They are as follows:

3.3.1.1. Base level Requisitions. Base level customers (operational commands) submit requisitions through the Standard Base Supply System (SBSS), D002A.

3.3.1.2. Depot level Requisitions. Depot level customers submit requisitions through D035K.

3.3.1.3. FMS/Other Service Requisitions. FMS customers submit requisitions through Security Assistance Management Information System (SAMIS), W001. Other Service customers submit requisitions through their respective host system.

3.3.1.4. Contractor Requisitions. Contractor customers submit requisitions through G009.

3.3.2. Requisition Validation. The D035A system reviews and edits requisitions.

3.3.2.1. Controlled Exceptions. D035A suspends transactions, including requisitions, due to incomplete data, unrecognized data, or the need for manager review. Suspended transactions become Controlled Exceptions and are visible to the Materiel Manager on the "CEX" screen. Customers are responsible for correcting and resubmitting some controlled exceptions. The Materiel Manager will clear the remaining recoverable item controlled exceptions. Controlled exception codes are found in (Draft) AFMCM 23-110, Volume 3, Part 3, Chapter 9 which may be accessed at <https://www.afmc-mil.wpafb.af.mil>, select "Organizations", select "LG", select "Divisions", select "AFMC/LGI", select "Systems, from the drop down menu, select "D035A", select "Library", select "Users Manuals", select "Chapter 9".

3.3.2.2. "FB" Cancellations. D035A will determine if the SRAN of the incoming requisition is in a computed excess position. If so, D035A will "FB" cancel any priority 04-15 AF requisition. When SBSS receives an "FB" cancellation status, it sends a new D28 report to D035A during its end-of-day processing.

3.3.3. Serviceable Asset Availability. D035A checks for serviceable asset availability. If a serviceable asset is available, it is shipped to the requisitioning customer. If a serviceable asset is not available the item is placed on backorder and will compete for resources.

3.3.4. Asset Visibility. Assets will be tracked and analyzed using the DREP standard suite of systems. Tracking provides visibility and information on the location, status, and movement of consumable and recoverable (serviceable, unserviceable) assets throughout the logistics pipeline. Analysis of major segments of the Air Force logistics pipeline allows MMs to monitor, evaluate, and manage recoverable and consumable assets; depot calculated levels, asset effectiveness, and sources of variability in the logistics pipeline. Measurement of the logistics pipeline will allow MMs to improve effectiveness and performance. MMs will use D035A, *Item Manager Wholesale Requisition Process* (SC&D-IMWRP), and D035C, *Recoverable Assembly Management Process* (SC&D-RAMP), for repair asset visibility. D035A is used for asset visibility of wholesale assets stored at depot, contractor, or other service storage locations. D035C is used for asset visibility of Air Force retail activities. G009 tracks assets at contractor's locations on a daily basis and reports a composite balance to D035A.

3.3.4.1. Organic Repair Asset Visibility. The MM will monitor D035A to ensure that backorders are being pre-positioned and released correctly. D035A provides asset information on assets going into and out of Maintenance and assets in work.

3.3.4.2. Contract Repair Asset Visibility. The G009 system passes asset records to D035A for a contractor location by condition code. The G009 to D035A interface:

3.3.4.2.1. Asset Balances. Provides asset balances on unserviceable assets received by the contractor, serviceable assets at the contractor, and assets in work at the facility.

3.3.4.2.2. Generates System Actions. G009 passes materiel release orders (MROs) from D035A to the contractor to direct shipment to a customer without using Amended Shipping Instructions (ASIs). G009 also receives and processes MRO denials and receives and processes shipments to disposal from a contractor location.

3.3.4.2.3. Addresses G009 Exceptions. In the event that the contractor does not have the capability to input data to G009, the PMS-Seller will be responsible for manually updating the G009 system.

3.3.5. Re-Distribution Order (RDO). Base usage and asset positions are forwarded to D035C, Recoverable Asset Movement Process System (RAMPS) with a D28 report generated by SBSS. This report generates usage, asset condition code changes such as Due-In from Maintenance (DIFM) and Due-Out to Maintenance (DOTM), due-outs, due-ins, receipts, and shipment transactions.

3.3.5.1. Determining Base Stock Position. The D28 information is used to determine if the base's stock position is excess or below authorized levels. If a base is in an excess position, D035C forwards this information to D035A for possible redistribution action. Base excess quantities are displayed in D035A by Stock Record Account Number (SRAN) on the "NSNC" total asset posture screen.

3.3.5.2. Using Excess Materiel. When a requisition is received, D035A will attempt to support the customer first by using base computed excess materiel. If no excess is being reported, D035A will review stock availability at other storage locations (i.e., other service storage activities, repair contractor locations, depots). **Table 3.2.** for the release sequence. FMS requisitions must be supported

from a wholesale activity including direct shipments from a contractor due to special packaging requirements.

3.3.5.2.1. Base Excess Computation. D035A uses excess assets first, contractor assets next (will appear on “NSNC” screen under EZ\*\*\*\*), other service storage sites, then depot assets to support requisitions. The MM can determine, using the “NSNC” screen, if the base is in a total/partial excess position. The quantity of automated RDOs will peak within a few days of each RBL cycle. The automatic redistribution should relieve mal-distribution of some assets as excesses and requisitions occur.

**Table 3.1. Release Sequence (Automatic And Manual) For Total And Partial Excess Materiel.**

Condition	Release sequence
CONUS MICAP	<ol style="list-style-type: none"> <li>1. Total base excess anywhere in CONUS (any numeric geographical code)</li> <li>2. Partial base excesses anywhere in CONUS (any numeric geographical area code).</li> <li>3. Contractor location</li> <li>4. Other service storage sites</li> <li>5. Depot wholesale stock</li> <li>6. Total base excess anywhere world-wide (includes all geographical codes)</li> <li>7. Partial base excess anywhere world-wide (includes all geographical codes)</li> </ol>
CONUS Non-MICAP	<ol style="list-style-type: none"> <li>1. Total base excess anywhere in CONUS (any numeric geographical code)</li> <li>2. Partial base excesses anywhere in CONUS (any numeric geographical code).</li> <li>3. Total base excess anywhere world-wide (includes all geographical codes)</li> <li>4. Partial base excess anywhere world-wide (includes all geographical codes)</li> <li>5. Contractor location</li> <li>6. Other service storage sites</li> <li>7. Depot wholesale stock</li> </ol>

Overseas MICAP	<ol style="list-style-type: none"> <li>1. Total base excess anywhere in theater (within the same alpha geo-graphical code)</li> <li>2. Partial base excesses anywhere in theater (within the same alpha geo-graphical code).</li> <li>3. Contractor location</li> <li>4. Other service storage sites</li> <li>5. Depot wholesale stock</li> <li>6. Total base excess anywhere world-wide (includes all geographical codes)</li> <li>7. Partial base excess anywhere world-wide (includes all geographical codes).</li> </ol>
Overseas Non-MICAP	<p>Total base excess anywhere in theater (within the same alpha geo-graphical code.)</p> <p>Partial base excesses anywhere in theater (within the same alpha geo-graphical code.)</p> <p>Total base excess anywhere world-wide (includes all geographical codes)</p> <p>Partial base excess anywhere world-wide (includes all geographical codes)</p> <p>Contractor location.</p> <p>Other service storage sites</p> <p>Depot wholesale stock</p>

**NOTE:** For activities with a “blank” geographical zone code, apply the CONUS logic.

3.3.5.3. Mandatory Response to RDO Request. The RDO process requires bases to respond to an RDO request within 48 hours (i.e., release an asset or deny shipment). D035A will produce a list that identifies non-response totals by base to the appropriate MAJCOM for action.

3.3.5.3.1. RDO Follow Up Actions. D035A expects a confirmation response within 48 hours for either shipment or denial. If no confirmation is received, D035A will generate a follow-up transaction. If no confirmation has been received within 120 days, D035A will assume shipment has been made and close the document with an “FC” provides descriptor for code status.

3.3.5.3.2. RDO Denials. If SBSS denies an RDO, D035A reinstates the backorder, deletes the computed excess, and attempts to support the customer from other storage or excess locations. SBSS will generate a new D28 report during end-of-day processing. Refreshing D035C’s asset data for that location ensures that outdated information is corrected.

3.3.6. D035A Materiel Obligation Validation (MOV). The D035A Materiel Obligation Validation (MOV) cancellation process is an automated process to validate backorders.

3.3.7. Standard Base Supply System (SBSS) Redistribution Order (RDO) Processing. When the MM desires to use assets located at a base, an RDO (A2-) shipment transaction is passed from D035A through the Defense Automated Addressing System (DAAS) to SBSS. Bases have 48 hours to

respond to the RDO request either by processing a shipment action or, if asset position has changed, by denying the request. This change should reduce the number of open shipments. Base activities use a D28 report to forward their usage and asset positions to the managing ALC. The D28 report generates usage, asset condition code changes (DIFM, DOTM), due-outs, due-ins, receipts, and shipment transactions. Whenever a change in usage or asset position has occurred, a D28 report will be generated "on-line" during the end of the day processing.

3.3.7.1. SBSS RDO Denials. As a result of receiving an "FB" provides descriptor for code cancellation status code (this code indicates a requisition has been cancelled by the wholesale system because the activity is in a computed excess position), SBSS ensures a new D28 report is generated during the end-of-day processing. Refreshing the D035C asset data should avoid any additional "FB" cancellations. Non-response leaves the requisition in an open "BA" provides descriptor for code status. If a base requisition remains in open status for over 120 days, D035A will assume that the transaction was honored and ("FC") provide descriptor for code close the requisition. Other service/agency requisitions remain in an open status indefinitely.

**3.4. Serviceable Asset Process.** The Consolidated Serviceable Inventory (CSI) is a pipeline quantity to address variability in demand and uncertainty in the repair process. This process consists of an asset becoming serviceable and released to satisfy a backorder, or moved into the CSI to satisfy the next customer requirement. When the Fixer completes the repair action the asset is forwarded to the Shop Service Center (SSC). The asset is turned into supply and will be automatically released if a pre-positioned backorder exists. If there is no pre-positioned backorder, the asset will be moved to the depot warehouse where it is processed, packed, and stored. DLA acknowledges receipt of the asset and completes a receipt transaction that clears the serviceable in-transit.

3.4.1. RBL Depot Level. The RBL Depot Level is made up of the retrograde pipeline and the working level. The retrograde pipeline addresses the time expected for an asset to be returned from base supply. The working level can be broken into two parts, the repair pipeline and safety level (CSI). As stated above, the safety level or CSI is the part of the pipeline that addresses variability in demand and uncertainty in the repair process. The repair pipeline addresses the time expected to repair an item.

3.4.2. Automated Materiel Release Order (MRO). When an asset is coded as serviceable in D035A the asset is available to support customers. D035A generates a Materiel Release Order (MRO) transaction to ship the asset directly to the customer. When the contractor processes an MRO in G009, an "ARO" issue transaction is sent to D035A to decrease the number of serviceable assets at the contractor facility. The "ARO" is reformatted by D035A as a "D7" provide descriptor for code transaction and forwarded to D035C to show the asset as "in-transit - serviceable." For exception purposes, this will be accomplished with an Amended Shipping Instruction (ASI). When the customer receives the asset and receives it into their supply account, D035C receives a "D6" provide descriptor for code transaction to close the in-transit loop.

3.4.3. Prioritization and Preposition of Assets: D035A will release warehouse assets or preposition backorders based on priorities determined by EXPRESS. The MM will ensure that assets are properly processed using D035A.

3.4.3.1. Manual intervention. Use of manager review codes or manual intervention of the automated distribution process is only authorized for safety of flight issues and delinquent foreign military requisitions.

3.4.3.2. Automated Release of Backorders. EXPRESS determines the prioritization logic for release of backorders based on multiple factors including flying hours, bases levels vs. assets, etc.

**3.5. Repairable Asset Process.** This is the process of unserviceable assets transferring from the customer to the repair facility. The unserviceable asset is moved directly from central receiving to the repair facility when a repair requirement exists in EXPRESS. If no immediate requirement exists, the unserviceable asset is stored in the warehouse pending future repair, reclamation, or disposal. The MMs primary role in this process is to monitor the asset pipeline visibility using D035A/C. This includes assets at contractor facilities, depot, other service storage locations, and unserviceable assets in transit from a base. Disposing of excess assets will be performed in accordance with (IAW) existing policy using excess listings. MMs may coordinate with MAJCOMs if there are retrograde problems. MMs must ensure that the repairables are at the proper SORs.

3.5.1. Consolidated Repairable Inventory (CRI). A CRI is a target quantity computed in RBL as a pipeline quantity to address variability in the retrograde process. However, unserviceable assets maybe stored in the SSC for immediate use. Refer to **Chapter 5**, Shop Service Center, for additional information on SSC CRI.

3.5.2. Supportability. The MM manages supportability for repair requirements on the EXPRESS Supportability Report and Supportability Summary. Supportability is measured in terms of carcass, parts, capacity, and funds. Each of these resources affects a shop's ability to perform the repair. For example, lack of carcasses, parts, capacity, and funds will prevent the end item from being driven into the shop. All of these resources are evaluated each day as part of the DREP process before any repairs are funded. The vehicle to evaluate resource supportability is the Supportability Module in EXPRESS." To assist in ensuring parts availability, the MM will use the Requirements Forecast Model (RFM) to forecast parts requirements.

3.5.2.1. EXPRESS measures carcass, parts, capacity, and funds against predetermined criteria. In EXPRESS, MMs have the ability to adjust carcass criteria. They also have the responsibility to see if carcasses can be made available where the EXPRESS Supportability Module considers repair to be constrained based on carcasses not being available. Two EXPRESS outputs that reveal when carcass constraints are evident are the Supportability Report and the Supportability Summary.

**3.6. Repair/Overhaul Decisions Process.** The EXPRESS logic determines which programmed demands to repair first and if an asset will be inducted that day. EXPRESS uses multiple systems to obtain item specific data that includes the Daily Demand Rates and specific EXPRESS MAJCOM Scenario Sub-system (EMSS) data. EXPRESS will generate a complete list of all programmed repair actions on a daily basis for organic items, and for CREP. Non-programmed workload requirements will be handled on an exception basis.

3.6.1. RIMCS Coding. When a source of repair (SOR) is identified, the MM will file maintain a "BDR" provide descriptor for code transaction in D035A/C. The "BDR" transaction updates RIMCS with the proper disposition instructions. For MSOR items, the MM will file maintain all appropriate repair locations.

3.6.2. Organic Repair. EXPRESS will identify repairs for programmed DREP workload. Programmed DREP workload is defined as workload assigned a permanent control number, which is assigned and maintained in accordance with AFMCM 65-293, *Management of Item Subject to Repair (MISTR)*.

3.6.2.1. Supportability. EXPRESS automatically determines which items can be repaired by using the supportability module. Funding shortfalls will be identified to the MMTL who will coordinate with the Product Directorate Funds Manager for resolution. High priority supportability failures should receive special management emphasis within the SMAG. Status of resolving skipovers should be reviewed at monthly SMAG meetings.

3.6.2.2. Intervention. The Fixer/Workload Manager is given a time period each day to review and intervene in the EXPRESS tables quantity list for the next day's workload. This action occurs immediately following the Supportability Module run. The intervention window is the opportunity for MM to review and/or input recommended changes to the Fixer for manual intervention. Refer to [Chapter 4](#), Maintenance (Fixer), for further Fixer intervention information.

3.6.2.3. Automated Funding (JO25A). After intervention the scrubbed supportable list is passed to JO25A for funding. If it passes funding, the list is passed back to EXPRESS. If there is a failure at the funding point, the MM may be tasked to do further research.

3.6.2.4. D035K Express Table Loading. EXPRESS passes the funded supportable prioritized list to the D035K Express Table. Loading the list to the D035K Express Table starts movement of unserviceable assets into the applicable maintenance facility for repair. The SSC is responsible for correcting Express table errors.

3.6.2.5. Non-Programmed Workload Support. The non-programmed workloads may include: Insurance/Numerical Stockage Objective (INS/NSO) items, low demand items, local manufacture, items that are not Cooperative Logistics Supply Support Agreement (non-CLSSA) Foreign Military Sales (FMS) items, modifications/Time Compliance Technical Order (TCTO) items, some Depot Maintenance Inter-service Agreement (DMISA) items, and other non-predictable workloads. These requirements will be worked using an AFMC Form 206, **Temporary Work Order** (T-job).

3.6.3. Contract Repair Process. Contract repair can be used to supplement organic capability. The repair process for contract repair items will vary depending upon the CREP tenets applied during contract origination by the Contract Repair Team. EXPRESS will generate a prioritized list for most contract items. Repaired assets remain at the contractor facility until shipment to the customer is directed. Assets will be shipped using fast transportation. MMs have visibility through D035A, via G009, when assets are received, placed in repair, and ready for shipment. Shipping information is provided by a Materiel Release Order (MRO), an automated function of D035A.

3.6.3.1. Items Failing at base level. When assets fail at base level, the Standard Base Supply System (SBSS) will process a "Not Repairable This Station" (NRTS) transaction and ship the asset to the repair source. The asset becomes an "in-transit - unserviceable" in D035C. When the contractor receives the NRTS asset they will update G009 through the contractor "log-in" (G009PC). A "D6" receipt transaction in G009 is processed to D035A, which updates the total asset posture. The "NSNC" screen reflects the contractor asset balance using the contractors stock record account number (EZ1611) and ownership/purpose code "A." A copy of this "D6" transaction is passed to D035C to close the "in-transit" loop. Information is also passed to D035J, Financial Inventory Accounting and Billing system to provide customers with the appropriate credit for carcass returns.

3.6.3.2. Asset Transaction. When the contractor places the asset in repair they update G009, which provides D035A with a "DAC," condition code change transaction. This transaction

decreases “F” unserviceable assets and increases “M” in work assets shown on the total asset posture screens. When repair is completed, the contractor updates G009, which provides D035A with another “DAC” transaction. This transaction decreases the amount of “M” in work assets and increases the “A” serviceable balance. These transactions provide the MM with the visibility needed to monitor assets at contract repair facilities.

3.6.3.3. INS/NSO and low demand items are classified as non-programmed workloads. Because requirements for repair of these items occur irregularly or infrequently, the actions are arranged through the AFMC Form 206 rather than through EXPRESS.

**3.7. Multiple Source of Repair (MSOR).** MSOR items use a combination of organic and/or contract repair such as organic/organic, organic/contract, or contract/contract. The MSOR item quantity split is based on historical/estimated percentages. Once the repair split has been determined and quantities have been calculated, the items are routed to the appropriate organic and/or contract repair sites.

**3.8. Requirements/Financial Process.** This process computes individual item requirements in D200. A D200B is initiated (as necessary) to make corrections after the final computation has been printed. These corrections are passed to the Automated Budget Compilation System (ABCS (D075)) and D035E, Readiness Based Leveling (RBL). MMs will continue to validate forecasted repair/buy quantities and perform file maintenance in the G072E and D075. These actions are required for long range planning and budgeting of buy and repair requirements. Base and depot levels are computed when pipeline data is passed from D200 to RBL. Depot working levels are overlaid into EXPRESS by RBL.

3.8.1. Recoverable Consumption Item Requirements System (D200). Responsibilities include:

3.8.1.1. The MM and the ES will review and analyze the data contained in the initial recoverable item requirement (D200) computation. The MM/ES then correct this data through file maintenance into D200.

3.8.1.2. The MM/ES reviews the D200 final products. If the D200 data is correct and complete, no changes are made. When changes are required, the MM will initiate a D200B (recomputation). The MM must select the option to update the database when requesting a D200B to update the Central Secondary Item Stratification (CSIS). This must be done prior to CSIS cut-off to ensure data system updates. Note; when D200A is implemented, recomputations that update the CSIS cannot be done after the final computation.

3.8.2. Readiness Based Leveling (RBL) D035E. RBL is the Air Force system designed to allocate the D200 worldwide requirement among bases and the depot to reduce base expected backorders. RBL ensures the worldwide sum of levels does not exceed the requirement computed in D200. RBL allocates to all Adjusted Stock Levels (ASLs) unless there is an insufficient worldwide requirement to meet demands.

3.8.2.1. RBL Computation. RBL computes base and depot levels using usage data, allocation quantity, pipeline times, and Interchangeability and Substitutability (I&S) data. Computed levels are then sent to bases and depots. RBL also creates a central level summary (CLS) for base/depot review.

3.8.2.2. RBL Central Level Summary Review. MMs will review the summary that consists of data used to compute base and depot levels. A three-part D035E report, Adjusted Stock Levels Notification, is used to review levels. See [Table 3.2.](#) and [Table 3.3.](#)

3.8.2.2.1. Part 1, New ASL Received. MMs will review Part 1 to ensure new ASLs were included in D200. If a new ASL has not been included, the MM will initiate a D200B recomputation then rerun RBL for the NSN. Note; when D200A is implemented, recomputations that update the CSIS cannot be done after the final computation.

**Table 3.2. D035E Products/Screens.**

D035E Product	Purpose	MM Action Required
Special Levels Master Summary (PCN A-D035E-L4A-M3-G3J) D035C Screen: On-line screen option VIWV.	Shows ASL file was transferred from D035C to D035E. Product sorted by manager designator code and reflects all ASL master records recorded in D035E	Review ASLs as necessary.
Unauthorized-Erroneous Requisition Objective (A-D035E-L3A-M3-G3J) D035C Screen: On-line screen option VIWT.	Identifies items with an ASL that are not properly reflected in user's requisition objective.	<ol style="list-style-type: none"> <li>1. Verify valid documents are in file (i.e., AF Form 1996).</li> <li>2. Request reporting activity to input ASL ("XE4" transaction) or a new stock balance report ("7LF"/"9QK").</li> <li>3. MM may input XE4 file maintenance action (use D035A AFCC screen option) if input has been coordinated with the reporting activity.</li> </ol>
Special Level Input Notification (PCN A-D035E-54A-DA-G1M) D035C Screen: On-line screen option VIWH.	Notifies MM that an adjusted stock level has been input, changed, or deleted. Product is divided into 2 sections.	. Verify input with source data (i.e., AF Form 1996).
Special Level Input Notification (PCN A-D035E-54A-DA-G1M) Segment 1	Displays all the input notifications (additions, deletions, and changes) received in D035E.	<ol style="list-style-type: none"> <li>1. Compare against the central level data.</li> <li>2. Work D200B, if necessary, using the received ASL.</li> <li>3. Pass information to RBL using D200B interface with D035E.</li> </ol>

<p>Special Level Input Notification (PCNA-D035E-54A-DA-G1M) Segment 2 Identical to segment 1 except that it provides only "Type I records."</p>	<p>Indicates reporting activity submitting the ASL input (XE4 transaction) was in receipt of an RBL level from D035E, but ASL was not honored/recognized in the RBL process.</p>	<ol style="list-style-type: none"> <li>1. Compare against the central level data.</li> <li>2. Work D200B, if necessary, using the received ASL.</li> <li>3. Pass information to RBL using D200B interface with D035E. Note: Base will re-input the XE4. An "I" is placed in record position 67 of the XE4</li> </ol>
<p>Expired Special Levels (PCNA-D035E-54B-DA-G1M)D035C Screen: On-line screen option VI-WC. Note: For ASLs and Initial Spares Support Lists (ISSLs)</p>	<p>Notifies the MM that an ASL was deleted from D035E ASL file. Activity must revalidate ASLs every 730 days and ISSLs every 1095 days (3 years).  D035E program logic will automatically delete if not revalidated in prescribed time frame.</p>	<p>Contact Activity to validate ASL or ISSL.</p>
<p>Rejected Special Levels File Maintenance (PCNA-D035E-57A-DA-G1M) D035C Screen: On-line screen option VIWD.</p>	<p>Identifies the base/depot ASL XE4 inputs not loaded in D035E ASL file due to transactions not passing system edits.</p>	<p>Notify base/depot with an XE5 corresponding transaction, that transaction was edited.</p>
<p>Special Levels Interrogations (PCNA-D035E-57C-DA-G1M) D035C Screen: On-line screen option HASA. (HASB to request off-line print)</p>	<p>Generated as a result of an on-line query. Used to review ASL data on a particular NIIN, SRAN, justification code, or type level justification codes.</p>	<p>Review ASL data.</p>
<p>Central Level Non-Response Notification (PCNA-D035E-54C-DA-G1M) D035C Screen: On-line screen option VIWR.</p>	<p>Indicates non-receipt of an RBL level acknowledgment ("XCC") from the reporting activity. Activities failing to submit "XCC" are identified on this product.</p>	<p>Notify activity to submit "XCC."</p>
<p>Central Level User Delete Notice (PCNA-D035E-57F-DA-G1M) D035C Screen: On-line screen option VIWG.</p>	<p>Displays NSNs for which user has requested RBL deletion action. This is an automated process in D035E</p>	<p>No action required</p>

3.8.2.2.2. Part 2, Deleted ASLs. MM will review Part 2 to ensure deletions were included in D200. If a new ASL has not been deleted, the MM will initiate a D200B recomputation then rerun RBL for the NSN.

3.8.2.2.3. Part 3, ASLs Received with "T"-Type Record. MM will review Part 3 to check for base/depot ASLs that were not considered during RBL computation. MM will check validity of ASL loaded at the base. If invalid, MM will instruct the Base to delete ASL. If valid, MM will notify the Base to re-input the transaction, initiate a D200B recomputation, and then rerun RBL for the NSN.

**Table 3.3. Flag Codes. Identifies items in RBL where the requirement is insufficient to cover users needs.**

Flag	Meaning	MM Action Required
A	Requirement less than the total worldwide Adjusted Stock Levels (ASLs).	<ol style="list-style-type: none"> <li>1. Review accuracy of ASL inputs and sufficiency of the requirement.</li> <li>2. Item is a candidate for an out of cycles RBL run.</li> </ol>
H	Requirement insufficient to cover ASLs/ demands from non-ASL bases. RBL heuristic logic was applied to share the shortage among the ASL and non-ASL users.	<ol style="list-style-type: none"> <li>1. Review accuracy of ASL inputs and sufficiency of the requirement.</li> <li>2. Item is a candidate for an out of cycles RBL run.</li> </ol>
N	Requirement does not cover/support the worldwide pipeline and the expected backorders are greater than 2. RBL levels will not be pushed to users at this time.	<ol style="list-style-type: none"> <li>1. Review and update the requirement.</li> <li>2. If necessary, re-run RBL for this item.</li> </ol>
Z	Requirement is zero but not an 'N' flag. XCA not created since it does not meet the RBL rule of having a requirement.	None

## Chapter 4

### MAINTENANCE (FIXER)

**4.1. The Guide.** This chapter provides guidance on key personnel responsibilities and direction for the Fixer and the Fixer Team.

**4.2. The Fixer.** The Fixer is the single person accountable and responsible for assets in the production shop and the assigned resources to accomplish depot repairs. Using the standard DREP, process the Fixer is responsible for production out-put for their shop(s).

4.2.1. The Fixer has overall responsibility for the workload, planning, scheduling, quality control, and materiel support functions in support of repair, production, overhaul, and manufacturing processes. This includes determining capacity parameters in EXPRESS to uphold the supportability function of the automated repair execution process.

4.2.2. Fixer position. The Fixer's position must be established at the lowest level at which resources permit the manning of a dedicated SSC. For most organizational structures, this is the second level production supervisor level or branch level. The following is a representative sample of key Fixer duties.

4.2.2.1. The Fixer provides supervision, operational direction, and guidance to the maintenance shop chiefs, the SSC chief, the Management Analyst, and the Production Planner(s) to ensure that the most productive and cost effective methods are used to produce a timely and quality product that maximizes serviceable asset availability.

4.2.2.2. The Fixer is responsible for determining, forecasting, obtaining, assigning, and managing resources required to perform programmed and non-programmed workloads. The Fixer will respond when the automated Supportability Module of EXPRESS considers repair to be constrained based on insufficient shop capacity. For example, the Fixer may need to ensure out-of-service equipment is made serviceable by the quickest means possible. Capacity constraints are revealed daily in two EXPRESS output reports; the Supportability Report and Supportability Summary.

4.2.2.3. DREP Meetings. The Fixer will provide overall maintenance and production assessment to support the DREP process and report status at weekly and monthly DREP meetings. The Fixer chairs the informal weekly meetings. The Fixer is responsible for preparation of the formal monthly minutes.

4.2.2.4. Field Teams. Forms and manages production field teams, when tasked, to provide world-wide support for customers, Time Compliance Technical Order (TCTO) requirements and T.O. 00-25-107, *Maintenance Assistance*, requests.

4.2.2.5. The Fixer must have a comprehensive working knowledge of the DREP standard suite of systems.

**4.3. Fixer Team.** The Fixer is aided by a team consisting of individuals from the SSC, Material Management, Contracting, the Product Directorate Funds Manager, and any other functional area required to ensure that repairs are accomplished as effectively as possible. Composition of the Fixer Team is shown in the paragraphs below. Refer to individual Position Descriptions (PDs) for detailed information on

duties and responsibilities. All Fixer Team members must have a comprehensive working knowledge of the DREP standard suite of systems.

4.3.1. SSC Chief. The SSC Chief is matrixed to and reports directly to the Fixer and manages, directs, and supervises SSC personnel. All actions are performed to provide comprehensive and effective support to the Fixer. Refer to [Chapter 5](#), Shop Service Center, for further information.

4.3.2. Production Planner. The Production Planner (Industrial Engineering Technician) is responsible to the Fixer for industrial engineering technician services, including the development of workload planning packages, establishing labor and flow day standards, equipment, and facility standards. See AFMCR 66-62 for guidance. The Production Planner is matrixed to the Fixer and serves as a planner or team leader for complex, comprehensive studies. (**Note:** This position is separate from the Material Planner who is assigned directly to the SSC Chief). The following is a representative sample of key Production Planner duties:

4.3.2.1. Initial establishment of Bill of Material (BOM).

4.3.2.2. Identification of skills, training, equipment, and facility requirements.

4.3.2.3. Researching, planning, and initiating job acceptance for programmed and non-programmed workloads.

4.3.2.4. Identification of all necessary tooling, engineering, provisioning data, and technical orders to support production.

4.3.2.5. Provide direct costs to establish the end item sales price for programmed and non-programmed workloads.

4.3.2.6. Evaluates production processes and methods improvement to minimize production flow time.

4.3.2.7. Assists the Fixer in preparing for and presenting significant issues for the DREP meetings.

4.3.3. Management Analyst. Optional position in the DREP structure. A Management Analyst position should only be established within the standard DREP structure when adequately supported by shop workload. The Management Analyst is assigned to the Fixer and tracks, monitors and prepares information for DREP reports and meetings. The Management Analyst is responsible for advising the Fixer/SSC chief of changes in requirements, procedures, or when work areas are not progressing satisfactorily or not in compliance with DREP policy or directives. The following are samples of key Management Analyst duties:

4.3.3.1. Perform studies to review and evaluate the efficiency/effectiveness of various administrative/substantive program operations and processes within the DREP organization structure.

4.3.3.2. Identify areas for improvement and formulate or revise policy and/or procedures, as required.

4.3.3.3. Be knowledgeable of the DREP process and DREP standard suite of systems.

4.3.3.4. Analyze system generated management reports, identify problems, and develop trends and other indicators.

4.3.3.5. Assist the Fixer in preparing for the DREP meetings.

4.3.4. Production/Maintenance Personnel. The production/maintenance technicians ensure necessary repair/overhaul tasks are accomplished within established standards. They employ all of the DREP tenets, to include first-in, first-out. Production/maintenance personnel will complete the proper documentation and update the appropriate data systems in a timely manner in accordance with established technical data. Parts will be requested early in the repair process. Only parts necessary to complete repairs will be ordered.

**4.4. DREP Team On-Call Members.** The on-call team will consist of (but is not limited to) the functional areas of expertise shown below. Although not matrixed to the Fixer, they will support the Fixer on an as-needed basis.

4.4.1. Product Directorate Funds Manager. Product directorate wholesale SMAG Funds Managers are responsible for tracking their execution against the budgeted requirement and providing this information to their FM community on a monthly basis. They are the product directorate's liaison with the FM community. For additional financial information see **Chapter 7**, Financial Management.

4.4.2. Materiel Management Team (MMT). The MMT consists of a Materiel Manager Team Lead (MMTL), Materiel Manager (Recoverable IMS), Equipment Specialist (ES), Engineer, Consumable Inventory Management Specialists (IMS) and Support Equipment IMS, and a Production Management Specialist (PMS) Seller (for contract repair). The MMT is responsible for sustaining an asset throughout its life cycle and must interact to provide maximum sustainability support. For additional information refer to **Chapter 2**, Roles and Responsibilities.

**4.5. Shop Service Center.** The SSC provides materiel and production support to the Fixer. Refer to **Chapter 5**, Shop Service Center, for further information.

**4.6. Fixer Repair Process Description.** *The DREP Process Repair Model*, Repair/Overhaul Process can be found at <https://www.afmc-mil.wpafb.af.mil/> select 'PROGRAMS", select "AFMC Agile Logistics (DREP, CREP, AREP)", select "DREP", under "Process Overview", select "DREP Process Flow.

**4.7. Contingency Planning.** In the event that the daily prioritization, funding, and distribution automated processes fail, there are various options available based on the circumstances causing the contingency.

4.7.1. Typically, if all data required for optimal EXPRESS processing is not available, ALCs should proceed with EXPRESS processing using the data available. Except in the event that D035B data is not available, there are two options to consider.

4.7.1.1. If work in progress, plus workload, from the previous Prioritized List, limited by available repair resources, adequately occupies the shop, no new EXPRESS run is necessary (i.e., it is better to work with the previous data, than to use outputs produced by EXPRESS without the D035B file). Of course, the repair constraints must be considered manually in this case, as the EXPRESS Supportability function will not be applicable.

4.7.1.2. Only if the unsupported repair objective, plus work in progress, isn't sufficient to workload the shop, should the scheduler request the system administrator to proceed with EXPRESS processing; realizing the results will be somewhat compromised by the lack of current D035B data. Since the system administrator may be requested to proceed with EXPRESS processing,

which will overlay the previous results, any scheduler planning to use the previous results needs to make a copy of the Prioritized List.

4.7.2. If EXPRESS fails to run, continue to repair assets, where the previous days repair left off (i.e., where the total repair objective was not supported, due to limited repair resources). The previous day's unsupported repair objective is visible on the EXPRESS Prioritized List. If the previous day's unsupported repair objective, plus work in progress, is not sufficient to workload the shop, the bringing in of additional workload will be a managerial decision.

4.7.3. A workaround for EXPRESS distribution prioritization is the same for when both EXPRESS fails to run and the D035B file can't be obtained. The D035B file is pertinent to distribution, so the workaround for distribution should be just as if EXPRESS failed to run. There should be no attempt to run EXPRESS for distribution without the D035B file, thus manual intervention will be required to utilize EXPRESS prioritization logic.

**4.8. Manual Intervention of the Express Table.** There may be times when it is necessary for the Fixer or Workload Manager to manually intervene with the automated process of developing the daily Express Table. This can be done in the Express Table Quantities Output in EXPRESS, immediately following the Supportability Module run. All intervention transactions must take place between 1230-1330 Eastern Time. Changes will not be accepted after this time. All file maintenance changes to EXPRESS data during intervention should be made with caution. Incorrect input(s) will result in serious operational problems, data problems, funding problems, and possible erroneous repair drives. During intervention, there are no specific restrictions regarding deletion of stock numbers or quantities, for which the Fixer/Workload Manager is responsible. However, barring only the exceptions specified below, the Fixer/Workload Manager is permitted to add only stock numbers or quantities that are identified on that day's EXPRESS Supportability Report. Note: the report reflects items that are both supportable and unsupported. The added stock numbers or quantities must be limited to those, which are prioritized above the lowest priority requirement supported by the funding burn rate. Moreover, stock numbers or adequate quantities, shown as supportable, must be selected and deleted from the Express Table to offset the repair costs of any stock numbers or quantities that are added.

4.8.1. Conditions Required for Manual Intervention. The Fixer/Workload Manager may only manually intervene in the automated process if one or more of the following circumstances exist:

4.8.1.1. Interchangeable and Substitution (I&S) Issues. Examples include Subgroup Master National Stock Number (NSN) versus Actual NSN, one-way interchangeable items, and Authorized for Procurement Purposes (APP) NSNs. To address these in intervention, a new NSN can be added, but only when it is offset by deleting the identified NSN for which it substitutes.

4.8.1.2. Equipment constraints. EXPRESS does not consider the type or amount of equipment in the shop. The Supportability Module only calculates the number of hours available in a shop. The Fixer/Workload Manager must review the daily EXPRESS repair listing to ensure the capacity of the shop's equipment has not been exceeded for the items being driven into repair.

4.8.1.3. Erroneous parts data. When an NSN fails for parts and research shows those parts are available, the end item may be brought in for repair. Also, when an NSN is identified for repair and parts are not available, the end item may be removed from the repair list.

4.8.1.4. Validated data discrepancies. When data discrepancies can be validated, the problem must be documented and reported to the appropriate OPR. When this "dirty data" can be accu-

rately validated, the OPR, typically the MM, must determine what the repair requirement and priority would be for an affected item, if the data were valid. If the Fixer or Workload Manager is convinced the NSN should be added to or the quantity increased on the Express Table, it can be done, provided an NSN and/or adequate quantity of lower priority supportable requirements are deleted to offset the repair cost of the added requirements. Conversely, a data discrepancy resulting in a decision to reduce repair requirements or priorities can be addressed by deleting the affected NSN or reducing the quantity during intervention.

4.8.1.5. Personnel constraints. EXPRESS does not consider the skills available in the shop. When the repair listing cannot be supported due to personnel constraints, the Fixer/Workload Manager may correct the listing to accurately reflect the skills and/or number of personnel available.

**4.9. Quality Assurance.** Quality Assurance is an integral part of all depot maintenance activities. The Product Directors will implement QA programs to evaluate/assess all their product divisions. QA efforts will include as a minimum: the soundness of industrial processes; process improvement; conformance of products and services to technical requirements; and the prevention of product and service deficiencies. QA assessments to include; task evaluations, core inspections, quality verification inspections and other inspections are accomplished for depot maintenance workloads using the guidance contained in the Quality Assurance Plan (QAP) for that workload. For detailed guidance see AFMCI 21-115, *Depot Maintenance Quality Assurance*.

**4.10. Maintenance Training and Production Acceptance Certification.** All depot maintenance support and production personnel must be technically qualified and proficient to perform their assigned tasks. The depot maintenance-training program provides a structured methodology for initial, continuation, recurring, and special skills training to ensure personnel are properly trained and qualified. The Production Acceptance Certification (PAC) program certifies employees to perform and accept completion of assigned work. For detailed guidance for the training, qualification and certification of personnel see AFMCI 21-108.

**4.11. Technical Data Compliance.** “**COMPLIANCE WITH AIR FORCE TECHNICAL DATA IS MANDATORY**”. This includes Technical Orders (T.O.), Technical Manuals (TM), and any other form of published technical information, including specifications, standards, commercial manuals, engineering drawings, and instructional blue prints. Compliance with Air Force technical data is critical to producing conforming products and services in support of AFMC customers. Technical data compliance ensures safety, security, and quality are integral to repair, test, and use of products and services.

**4.12. Technical Data Local Procedures.** Local Procedures will be developed to implement this instruction and higher level guidance and establish methods for processing, using, and controlling technical data by personnel performing depot maintenance functions. All local procedures must be described by clear and complete instructions appropriate to the circumstances of the task being performed. For detailed guidance, refer to AFMCI 21-110, *Use of Technical Data in Organic Depot Maintenance*.

#### **4.13. Maintenance Production Shop.**

4.13.1. Awaiting Parts (AWP) Policy (AFMCI 21-130).

4.13.1.1. D035K AWP policy and procedures as contained in AFMAN 23-110, Vol. III, Part 2, Chapter 6, Section 6H and AFMCI 21-129 is intended to apply to both permanent and temporary

work (reference AFMCI 21-129, paragraph 5.7.8.6). With a few procedural modifications, AWP processing should be the same for both permanent and temporary workloads.

4.13.1.2. All temporary workloads should be processed using AFMC Form 206. When requisitioning material enter the end item document number, Standard Reporting Designator (SRD), and Required Delivery Date (RDD) just like a permanent workload. The D035K will then automatically code piece part requisitions as AWP with advice code "6N". The end items for the non-programmed temporary workload will be assigned an AWP-G condition in D035K when a backorder exists for component material. Note that this processing and tracking of AWP is totally independent of whether or not the end item remains on work order (OWO). When all the component parts have been received or canceled, D035K will automatically change the AWP-G to AWP-F (fully supportable). The D035K will output a notification to the SSC of the condition change, parts will be delivered, and work can be completed. Typically, non-programmed temporary workload is not inducted unless it is supportable. Once it is placed OWO it typically stays in that condition until completed. The Job Order Quantity (JOQ) can be changed based on changes in customer requirements. We are not advocating a change from this method of doing business. The AWP process exists, however, for those unplanned occurrences when the JOQ is locked due to customer requirements and a backorder situation exists. The D035K AWP process allows these component backorders to be tracked under the AWP process. The JOQ is not reduced in these situations.

4.13.1.3. The D035K AWP process should only be used for temporary jobs (T-jobs) that are for repair/manufacture. T-jobs for such things as inspections, rework, testing, etc. shall be exempt. The AFMC Form 206 should be negotiated with the customer to reflect a JOQ that can be produced based on best available data. If, after opening the T-job material is found to be unavailable, the maintenance activity may use one of two approaches:

4.13.1.3.1. Contact the customer and negotiate a lower JOQ to match what can be produced. If this is acceptable to the customer reduce the T-job to actual completions, close out the AFMC Form 206, and cancel any backorders.

4.13.1.3.2. If the customer still requires the original JOQ amount, allow the backordered components to remain in AWP status in D035K. Do not take the End Item off OWO. If you do, a potential "out of balance" condition will exist between D035K and G004L because when you take a T-job off OWO it reduces the balance in the G004L Temporary JON Master. The customer should understand that the delivery date of the finished product is contingent on receiving the required material. If this is not acceptable the customer will have to seek alternate methods of support.

#### 4.13.2. Job Routing.

4.13.2.1. Normal practice is for an unserviceable asset to be turned into supply in exchange for an available serviceable asset. Consequently, job routed repair is not authorized, if a serviceable asset is available from supply in the configuration required. Process routing, however, is still permissible. All conversions from job-routed to non-job routed should begin budget lead-time away for anticipated cost changes to the DMAG/SMAG. This policy applies to all depot workloads, including exchangeables, and routed aircraft, engine and Next Higher Assembly (NHA) repairs. If circumstances still require job routing, such action must be reported to supply in order for supply to record accurately the true requirements for stockage.

4.13.2.1.1. Definitions. Routing may be classified as either job routing or process routing. Routing may involve multiple Resource Control Centers (RCCs), or may occur within a single shop.

4.13.2.1.1.1. Job Routed Repair. Job routed repair occurs when a recoverable component is found to be unserviceable during the overhaul of the major end item (aircraft, engine, and NHA), the item is removed, repaired/reconditioned, and reinstalled on the same end item. This process excludes supply from the process. Job routing between Air Logistics Centers is not authorized.

4.13.2.1.1.2. Non Job Routed Repair. Non job routed repair occurs when an unserviceable item is removed and replaced with a serviceable item from supply. A non-routing process is a strictly remove and replace operation.

4.13.2.1.1.3. Process Routing. Process routing, which consists of forwarding an item to a process shop, is an integral part of the overall repair effort, but isn't considered a job route. A process shop is defined as a depot maintenance function that provides conditioning support on component assemblies and materials, or essential support services for end items being repaired by other depot maintenance organizations. The following are examples of candidates for process routing: cleaning, plating, heat treat, welding, battery servicing, grinding, machining, non-destructive inspections (NDI), check/test, and minor maintenance (Not to Exceed Level Three Field Repairs)

#### 4.13.2.2. Procedures for Job and Process Routings:

4.13.2.2.1. The planners will conduct an item by item review of all repairable items currently job routed for conversion from job routed to non-job routed. This review should be a coordinated effort between maintenance planners and material managers. The decision rules contained in **Table 4.1**, will be used to determine if job routing is appropriate for an individual item. Once the decision is made to accomplish job routed repair, the documented justification will be maintained in the planner's jacket file and reviewed every two years or as changes occur.

4.13.2.2.2. Appropriate work control documents (e.g., AFMC Forms 137/958/959, etc.) should be used as the "move document."

4.13.2.2.3. All job-routed repairs accomplished in a DREP shop are to be input and tracked though the DREP repair process via the Inventory Tracking System (ITS).

4.13.2.2.4. DREP shops with a workload mix containing both DREP repair and routed repair will allocate a percentage of the shop's capability in the EXPRESS supportability module to process routed repair. This EXPRESS capacity for line supported/routed items will be allocated according to the historical percentage of the RCC's total workload previously dedicated to routed repair. Each RCC will maintain historical records to recertify this allocation percentage.

#### 4.13.2.3. Procedures for Non-job Routing:

4.13.2.3.1. The planners will conduct an item by item review of all repairable items identified as non-job routed repair to determine if wash post procedures or normal supply actions should be used. Do not use the wash post procedures because of the availability of a serviceable spare in the supply system or to by-pass the established distribution priorities.

4.13.2.3.2. If a serviceable asset is available from supply, turn-in the unserviceable asset, and secure the serviceable one for continued maintenance action. Supply will, in turn, forward the unserviceable assets to the appropriate repair shop for serviceable conditioning and reissue.

4.13.2.3.3. Shop replaceable units removed from line replaceable units should be turned into the Shop Service Center (SSC), or the weapon system support center, and a serviceable asset used to fill the hole on the end item. Due in from maintenance/due-out to maintenance (DIFM/DOTM) procedures will be used to maintain financial/material accountability.

**Table 4.1. Job Route/Non Job Route Decision Rules.**

<b>Convert an item from JR to NJR when one of the three following conditions are met:</b>
1. There is a recurring field demand for the item.
2. The flow time of the item being repaired is so extensive that its repair places it on the critical path of the Next Higher Assembly (NHA).
3. Manual JR control and movement by maintenance is more expensive than the DLA NJR costs.
<b>Retain JR repair of items when one of these three conditions are met:</b>
1. The level of repair when job routed is significantly less than the Management of Items Subject to Repair (MISTR) items.
2. When the change from JR to NJR would result in additional and unnecessary transportation of the item.
3. When the item is "mated" to a single NHA and should be returned to that NHA.
<b>Decision Rules for the use of the Wash/Post procedures are:</b>
1. Use Wash/Post procedures when the item would need to be moved, unnecessarily, a second time in order to get it into the supply system.
2. Do <u>not</u> use the Wash/Post procedure because of the availability of a serviceable spare in the supply system or to by-pass the established distribution priorities.

4.13.3. Exchangeable Induction Policy: The Depot Maintenance Activity Group (DMAG) is self-sustaining wherein all costs are required to be recouped through payments from our customers. Our largest customer is the Supply Management Activity Group (SMAG) who, along with DLA, is also our source of supply for many of the repair parts needed to accomplish repairs. The Materiel Manager (MM) is responsible for providing a parts supportable workload to depot maintenance. Depot maintenance should not usurp MM responsibility for determining how to satisfy repair requirements by over inducting carcasses as a source of supply for repair parts not available through normal channels of supply. The MM must retain the authority for initiating buys, paying depot maintenance to "harvest" usable repair parts off carcasses held in supply, or use of any other means available to provide repair parts to the repairing agency.

4.13.4. The fixer ultimately controls what is inducted into maintenance. It is also within the fixer's authority to determine when end items are taken in or out of on work order (OWO) status. The fixer must weigh customer requirements with the level of risk he is willing to accept. The fixer decides when to take an item off OWO and return it to supply (AWP-MIC, or DLA storage) due to an AWP-G condition, or maintain it in the production shop if conditions warrant. The end item may be able to be worked on while awaiting delivery of the AWP component part. In either case, the item remains on the "M" (maintenance) balance. Maintenance assumes the risk that the repair requirement will be satisfied through another avenue while awaiting delivery of AWP components every time an end item is taken off OWO due to AWP. If the repair requirement is satisfied, AWP-G/F condition end items may begin to stack up in storage because they no longer have a requirement. Even if the backorder is cancelled, most of the end items will have had some work performed on them that can only be recouped by the DMAG if repair is completed and ultimately a sale transacted. Strict adherence to existing policy and the following policy clarification will reduce the AWP backlog; capture true costs associated with depot repair; capture accurate consumption data needed to facilitate stockage of replacement items; and allow mechanics to perform repairs on required assets.

4.13.4.1. Depot maintenance activities are barred from inducting assets (exceeding the net repair objective) to rob or cannibalize as a source of supply for repair parts not available through normal supply channels. Parts needed to effect repairs will be requisitioned from the supply system. If repair parts are not received in a timely manner, the fixer may seek relief by asking the MM to fund carcass cannibalization with an AFMC Form 206. See AFMCI 21-130, Equipment Maintenance Material Control. Thus, maintenance is paid for work associated with cannibalization and all demand data is captured in the applicable data systems. Under no circumstances is the fixer authorized to induct beyond the repair objective, for the purposes of canning parts, unless a funded "206" is provided. The MM will determine the disposition and supply condition code of all assets inducted for cannibalization purposes when the work is completed. Fixers are authorized to use rob-back procedures to obtain needed parts from end items already inducted to meet a funded repair objective. MM approved and funded cannibalizations, however, are preferred over rob-backs since maintenance absorbs the cost of performing rob-backs.

4.13.4.2. Disposition of "G" Condition Coded Assets in DLA Storage: The wholesale MMs should periodically review (once a quarter) their items (ownership purpose code "9") in DLA storage in supply condition code "G" to determine if these items are required to fill the worldwide requirements. These are items that are not AWP and do not have repair parts on-hand or on order. Many of them may have generated from previous MM directed cannibalization actions. If these "G" condition coded assets are required to support current worldwide requirements the MM should negotiate with the repair activity to get them re-inducted for repair. The recommended induction order is 1. Old G402A AWP end items (until all worked off), 2. D035K AWP-F end items, 3. Condition Code "G" end items, and 4. All other condition coded assets. If upon induction the "G" condition end items need parts not available in supply the D035K AWP process shall be used. The MM should direct disposition when "G" condition coded assets are excess to the worldwide requirements and the retention criteria. This will clean up the DLA warehouse and ensure the D035K AWP process is correctly utilized. Some items may require re-induction to determine the true supply condition code. If this is the case, work should be performed by the repair activity using the AFMC Form 206 process funded by the MM.

## Chapter 5

### SHOP SERVICE CENTER

**5.1. General.** This chapter provides guidance and direction for operating a Shop Service Center (SSC) under the concepts of DREP.

**5.2. SSC Overview.** The SSC is the standard materiel and production support function for depot maintenance in AFMC. The SSC's prime function is to provide the right materiel and production support to the Fixer. Shop Service Centers are staffed with selected maintenance, supply, and contracting personnel to optimize materiel and production support. The SSC also serves as a mini-supply storage area located in or near the Fixer's work area and is responsible and accountable for managing stocks. The SSC team works together to prevent work stoppages and ensure smooth and effective throughput for all supported shops. The SSC Chief ensures all SSC functions are synchronized and that they operate in harmony with each other.

5.2.1. The SSC provides the following support (not meant to be all-inclusive):

5.2.1.1. Parts Management.

5.2.1.2. Develop parts availability strategy.

5.2.1.3. Perform materiel planning to include parts requirements using the Requirements Forecasting Model (RFM).

5.2.1.4. Order materiel; provide status/follows up on selected items.

5.2.1.5. Perform SSC item management/ stock control.

5.2.1.6. Set levels for/manages bench stock.

5.2.1.7. Receive/store/distribute items/materiel within Fixer's area.

5.2.1.8. Manage Floating Stock.

5.2.1.9. Manage AWP.

5.2.1.10. Manage local purchase/emergency buys.

5.2.1.11. Workload Management.

5.2.1.12. Control repair cycle (DIFM/DOTM/DIOH).

5.2.1.13. Maintain Bills of Material.

5.2.1.14. Perform supportability analysis.

5.2.1.15. Schedule work through the shops.

5.2.1.16. Maintain HAZMAT issue point where pharmacies are not available.

5.2.1.17. Measure shop performance.

**5.3. SSC Ownership.** The SSC is an integrated organization. For organizational alignment, the SSC is a Depot Supply Organization. All SSCs will be functionally aligned under and controlled by the Depot Supply Division. SSC Chiefs work directly for the Fixer. SSC Chiefs are accountable to the Depot Supply

organization for performance and accountability of the General Support Division (GSD) supply accounts. The SSC Chief is responsible for the training, education and assignment of supply personnel. Policy and home office responsibilities for depot maintenance, material management, logistics information systems and depot supply reside in the Logistics Directorate.

**5.4. SSC Policy.** The SSC is responsible to many organizations under DREP. For policy matters, the SSC must coordinate through different channels depending on the nature of issues in work. For Contracting policy matters, the Chief of the Contracting Office is the local authority. The Chief of Supply remains the local authority for supply related policy matters and the Comptroller Directorate is the local authority for implementing maintenance funding policy issues. Since many issues affect more than supply, maintenance, or contracting individually, the SSC Chief must ensure all functional offices are involved in the development of operating instructions and procedures established for the SSC, when not identified or resolved by higher headquarters.

**5.5. SSC Development and Structure.** The approved DREP structure identifies the *minimum* disciplines and functions needed to build an SSC. Minimum SSC requirements are not negotiable. The composition of the SSC is standard and must be adhered to. However, it is permissible to move other functions into the SSC, when it supports the needs of the Fixer. Changes to the standard structure must be approved by a waiver from HQ AFMC/LG. The number and size of SSCs may vary depending on the ALC's requirements. The SSC may service more than one product line where workload permits.

**5.6. SSC Functions.** The following functions are performed by the SSC:

5.6.1. Workloading. Shop workload (i.e. repair, overhaul, and modification) of commodities is managed by the SSC. This includes shop capacity for both the input and output of assets and monitoring and updating capacity information in EXPRESS (e.g. available test stands, available skills).

5.6.2. Scheduling. Scheduling within the DREP shops provides control of in-process workloads to allow timely completion of jobs. This function entails requisitioning/turn-in of production assets. Shops report earned labor hours and end item completions to determine costs in the work-in-process accounts, and Job Order Number (JON) completions for sales.

5.6.3. Planning. Planning within the DREP shops includes long-term planning by the Production Planner who reports to the Fixer and daily shop planning by the Material Planner who reports to the SSC Chief. The Material Planner's Bill of Material (BOM) provides the labor and material standards, shop capability, work control documents, and associated data to accomplish the production processes. The planning function requires technical knowledge of the DREP standard suite of systems, production process methodology for various end items, the ability to interpret directives, and complete understanding of the DREP objectives.

5.6.4. Contract Support. Contracting support to the SSC is a key component of parts support to the Fixer. Each SSC will be staffed with a warranted contracting officer or have a designated contracting officer to work SSC requirements. Contracting officers, whether designated or co-located, will work to resolve part problems and participate in parts availability strategies. The Contracting Officer will use the following principles to enhance parts support to depot maintenance:

5.6.4.1. Delivery order contracts to allow maximum flexibility.

5.6.4.2. Long-term contract arrangements to eliminate/reduce repetitive procurement processes.

- 5.6.4.3. Pricing arrangements that recognize changes without re-pricing for each change.
- 5.6.4.4. Incremental deliveries, based on anticipated need (derived in PAST.) Direct shipment to Fixer if desirable.
- 5.6.4.5. Develop relationships with suppliers-supply chain management.
- 5.6.4.6. Initiate Blanket Purchase Agreements for small dollar value items grouped in sufficient numbers or for recurring demands.
- 5.6.4.7. Maintain multiple sources for unique or historically “trouble” items.
- 5.6.4.8. Virtual Prime Vendor
- 5.6.4.9. Maximum use of the IMPAC card IAW AFMCI 21-130.

**NOTE:** The Contracting Officer will use these principles or others as necessary to support the SSCs. The specific approach used will depend on the requirement.

5.6.5. Materiel Storage and Distribution. SSCs manage storage areas to keep a store of parts close to the repair shop. Parts are issued and distributed by SSC personnel. Awaiting Parts end items are secured to maintain materiel accountability and integrity. SSC personnel perform storage area inventories when required. The SSC is responsible for picking up lateral issues from other SSCs unless other arrangements are made through the distribution agency.

5.6.6. Stock Control and Item Management. Stock levels are set and maintained by the SSC to support the Fixer’s requirements. The SSC Item Manager (SSC IM) must monitor the Fixer’s demand patterns and structure stocks to compensate for variability. Close coordination is required between SSC functions to ensure new or surge/decreasing requirements are stocked at the appropriate level. Requisitions for stock and maintenance back-orders are monitored to ensure parts arrive when required. SSC IMs follow-up with sources of supply when requisitions are delinquent (exceed the estimated delivery date). SSC IMs determine alternate sources for local purchase.

5.6.7. Awaiting Parts Management. The SSC manages end items in AWP status. The Production Materiel Technician (PMT) ensures back-orders are linked to applicable end items and stores end items with appropriate piece-parts when the end item is taken off work order. When items become supportable, the PMT notifies the Workload Manager.

5.6.8. DIOH/DIFM/DOTM Management. End items and exchangeable components are tracked through the repair cycle to ensure supply and maintenance systems reflect the same data; corrective action is taken to reconcile mismatches.

5.6.9. Parts Availability Strategies. SSC personnel will build parts strategies for problem items in an effort to resolve parts problems. The goal is to devise a plan (actions, procedures) to follow when recurring problems impact repair. All SSC functionals participate to ensure the best solution is reached. All efforts should be made to resolve issues at the lowest possible level, in compliance with existing regulations, and in the quickest means possible. The SSC Chief is ultimately accountable for the results. Good parts strategies can make the difference in meeting repair requirements or adding to the AWP. Each ALC may develop and document procedures for a parts availability strategy. When building a parts strategy, complete the following tasks:

- 5.6.9.1. Identify the core problem (no support from Source of Supply (SOS), bad BOM data, infrequent large quantity orders, last-minute orders, etc.).

5.6.9.2. Develop potential solutions (alternate SOS; bench stocks; correct data; frequent, smaller orders).

5.6.9.3. Evaluate solutions.

5.6.9.4. Select, plan, and execute.

**5.7. SSC Procedures.** This paragraph provides procedures for materiel support processes and applies to all shop floor and SSC personnel.

5.7.1. Supportability. The SSC manages supportability for repair requirements on the EXPRESS Supportability Report or Supportability Summary. Supportability is measured in terms of carcass, parts, capacity, and funds. Each of these resources affects a shop's ability to perform the repair. For example, lack of carcasses, capacity, or funds will prevent the end-item from being driven into the shop. Likewise, the lack of piece-parts increases the chances of AWP instances. All of these resources are evaluated each day as part of the DREP process before any repairs are funded. The vehicle to evaluate resource supportability is the Supportability Module in EXPRESS.

5.7.1.1. EXPRESS measures carcass, parts, capacity, and funds against predetermined criteria. In EXPRESS, workload managers have the ability to adjust parts and capacity criteria. Funds and carcasses are evaluated on a go, no-go basis.

5.7.1.2. After passing the supportability module, repair requirements are entered onto the D035K Stock Control & Distribution Express Table and sent to J025A for funds application. After the funding process, J025A relays to EXPRESS which items are funded. Items on the funded list are set up for transfer to the shop. When the Express Table is processed, carcasses move from the warehouse to the repair shop. If an item fails the supportability module, SSC personnel must work to resolve the problem.

5.7.1.2.1. The SSC Item Manager, Material Planner, and contracting officer will address items that fail for parts. In resolving parts problems, extra consideration should be given to using alternate sources of supply. Items failing supportability for parts on a recurring basis should be addressed in a parts availability strategy.

5.7.1.2.2. The SSC Item Manager will notify the MM when items fail for carcasses. In these cases, the SSC IM will contact the wholesale Materiel Manager to see if carcasses can be made available.

5.7.1.2.3. The Workload Manager will work items that fail for capacity. In these cases, the workload manager must ensure shop capacity is correctly loaded in EXPRESS. If the problem is being caused by out-of-service equipment, coordinate with the Fixer to ensure equipment is made serviceable by the quickest means possible.

5.7.1.2.4. Items failing for funds will be worked by the SSC Chief or Fixer through the Product Directorate Wholesale Funds Manager. In some cases, the repair cost may exceed SOS-specific daily burn rates. Resolving these discrepancies must be a coordinated effort between the SSC, the Fixer, and the Product Directorate Wholesale Funds Manager.

5.7.2. File maintenance during manual intervention. File maintenance changes to EXPRESS data during intervention should be made with caution. The Fixer or his/her designated alternate will perform file maintenance. Incorrect input(s) will result in serious operational problems, data problems, funding problems, and erroneous repair drives.

5.7.3. The Induction Process. All end items driven into repair or drawn into repair are assigned a 14-position end item document number through D035K. The end item document number stays with the end item until it is turned in to supply. Shop Service Centers will track assets in repair using the same document number. Likewise, D035K, G402A, and ITS will use the same document number to account for reparable. The end item document number is printed on the work control document by ITS. The SSC will monitor the D035K Express Table error listing daily and take corrective action. The SSC will monitor delinquent intransits and take corrective action to ensure the assets are received.

5.7.3.1. The quantity per transaction (D7M) will always be “one each” to facilitate end item tracking. However, quantities greater than one can be loaded into the D035K Express Table. In these cases, D035K will respond by breaking the quantity into multiple documents of one each. Workloads inducted with job designators “J” and “L” are exempt from the one-per-induction rule. Other workloads are exempt with an approved waiver.

5.7.4. Parts Support. Shop mechanics request parts to complete repairs, modifications, or overhauls at any time during the repair process. Parts may come from a variety of sources. When existing maintenance stocks are depleted or unavailable, orders must be processed against the supply system. The majority of the parts they need should be stored in the SSC.

5.7.5. Ordering From Supply. To order parts, use standard operating procedures and systems. Although management of Awaiting Parts (AWP) has moved to D035K, use G402A as the input system for parts ordering. All DREP shops using the AWP process must provide the end item document number, Standard Reporting Designator (SRD), and Required Delivery Date (RDD) with all requests. By including the end item document number on each issue request, D035K will react by linking the end item and component/piece-parts internally. This allows for automatic AWP reporting and management of AWP assets and piece-parts. The AWP report ensures the SOS (DLA) applies weapon system codes to the parts ordered. Weapons system codes dictate which assets are stocked or not stocked by DLA.

5.7.5.1. The end item document number is assigned by D035K and can be found on the work control document produced by ITS. The SRD can be obtained from the AFTO form 350, the REMIS table, or Technical Order. The user provides the required delivery date.

5.7.5.2. When ordering parts, use the end item document number of the end item being repaired to ensure the right parts are linked to the right end item. D035K will edit end item document numbers against the database for end item document numbers.

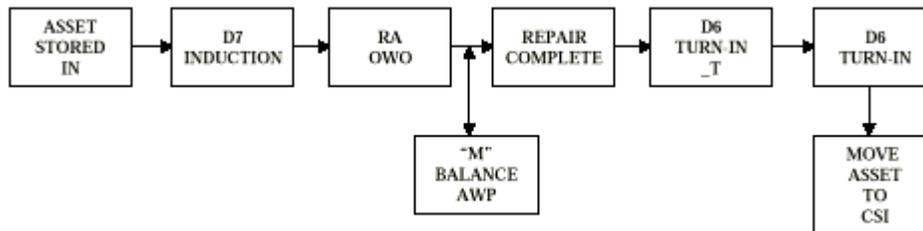
5.7.5.3. All back-orders against an end item are now considered AWP back-orders regardless if the end item is in AWP or OWO status. D035K will automatically code piece-parts and/or component requisitions as AWP, with project code “AWP” and advice code “6N” when the end item document number, SRD, and RDD are entered on the issues request.

5.7.6. Bench Stock/Residual Materiel. Bench stocks and residual materiel are two examples of maintenance owned bit-and-piece parts to be used before any additional bit-and-piece-parts are ordered. In the SSCs, Production Materiel Technicians will check these areas before placing parts orders.

5.7.7. Other Sources of Materiel. When traditional sources fail to provide required parts by the required delivery date, the SSC may opt to use other sources for parts support. These other sources include approved cannibalization and save lists, rob-backs, local purchase, or local manufacture.

5.7.7.1. Local Purchase. AFMC has established internal control procedures for local purchase of consumable parts directly identifiable with a technical order for a weapon system or related support equipment (regardless of the method of payment). The SSC Contracting Officer accomplishes local purchase as required. Local purchase transactions must be properly documented and demand data must be captured and input into the supply system.

**Figure 5.1. AWP Process**



5.7.7.2. Local Manufacture. Parts catalogued with a National Stock Number (NSN) can be locally manufactured for a one-time requirement when the designated source of supply cannot meet the delivery date. Coordinate local manufacture with the source of supply. A funded AFMC Form 206 (T-Job) must be provided for local manufacture. Local manufacture items must be properly documented and demand data must be captured and input into the supply system.

5.7.7.3. Cannibalization and Save Lists. The shop may recommend cannibalization as a means to resolve a parts problem. When directed by the Materiel Manager, shops will evaluate carcasses for potential cannibalization (bits, pieces, or components) to satisfy other valid requirements. The Materiel Manager may direct save-lists be developed and worked at the repair shop. The FM team member will advise if funds are available to finance the additional workload associated with save-lists and balance against shop capacity and training. This workload will be above and beyond anything driven to repair by EXPRESS. The SSC workload managers will be responsible for scheduling save-list work into the shop (working with the Fixer to balance the additional workload with the customer requirements prioritized by EXPRESS). The SSC must process turn-ins against the “saved” inventory using existing turn-in procedures.

5.7.7.4. Rob-backs. The shop may also attempt “rob-backs” as an alternate source of parts. If rob-backs are accomplished, the shop mechanic is responsible for providing the SSC with the end item document numbers of the parts/components involved. The SSC will file maintain the backorder to the designated end item.

5.7.8. Awaiting Parts (AWP) Process. One of the SSC’s primary functions is to prevent and/or resolve AWP conditions. Where prevention fails, SSC resources must resolve current AWP’s and make end items 100 percent supportable. No workloads are exempt from following AWP procedures. See [Figure 5.1](#).

5.7.8.1. AWP Status Code Definitions. AWP-G (Parts required) will be assigned to all unserviceable (incomplete) end items with parts/components on order. AWP-F (Parts Supportable) defines a prior AWP end item that is now parts supportable with all required parts on hand. An AWP-G condition code will be automatically changed by D035K to FWP (DIOH status code for parts supportable) when the last AWP backorder is received or canceled.

5.7.8.2. AWP Responsibilities. The Workload Manager/Fixer will determine if the end item will remain on work order (OWO). An item requiring parts/components may remain in the shop and continue to have work performed when parts are on order. If during repair, additional parts are required, they will be ordered against the end item document number and JON OWO of the end item. However, when work must stop due to parts problems, the end item will be moved to the SSC AWP storage area.

5.7.8.3. Internal Updates. When an end item needs components, they will be ordered and related to the applicable end item document number. As components are ordered, the "DIOH status code" will automatically increment from AWP (on the first back-order) to 02P, 03P etc. in D035K (for subsequent back-orders). As the components are received, the status code will decrement from 03P to 02P to AWP and finally to FWP upon receipt of the last back-order. When the first component is ordered against an end item document number, the AWP condition code on the end item record will change from a blank to a "G" condition code. When the last component ordered against the end item document number is received, canceled or file maintained the AWP condition code will change from "G" to "F" and the DIOH status code will change to FWP.

5.7.8.4. AWP Reporting. Awaiting Parts incidents (start/stop reporting) will be automatically processed through D035K. The SSC Item Manager is responsible for correcting AWP report errors and exceptions.

5.7.8.5. Moving AWP's off Work-Order. Two transactions will be processed to move the end item off the JON OWO and into AWP. First, the PMT will process the ZFA/L in D035K to load the AWP storage location. The backorders for parts/components will be file maintained automatically. Next, the D035K will pass a D7 RF/PK to G402A to move the end item from OWO to AWP-G. All AWP end items will be maintained on the "M" balance.

5.7.8.5.1. Uninstalled parts in the shop for the end item will be returned with the end item. If possible, the parts returned from the shop should be stored with the end item; however, if there is no room or it is not practical, they may be stored in a separate area. Each part/component must be identified to a particular end item and cannot be co-mingled with parts from another end item.

5.7.8.6. AWP Supportable Notification. When an AWP end item becomes 100% parts supportable, D035K will generate an information notice to the SSC. This notifies the SSC that the last back-order against a given end item has arrived (or cancelled) and the asset is ready to return to repair. The DREP D035K AWP process will be used for non-programmed workloads

5.7.8.7. Moving an End-item from AWP to OWO. Once the last back-order is received, D035K codes the end item "FWP" or 100% supportable. The G402A screen QR2079 is used to transfer AWP's to OWO when the end item move notice is received from D035K.

5.7.8.8. End Item Turn-In Processing. When turning in an asset, the Workload manager will use the same end item document number created when the asset was brought into repair. D035K checks for existing back-orders marked against the end item document number. If back-orders exist, the system responds with a controlled exception "AK" notifying the user of existing back-orders. The SSC will file maintain or cancel the backorders with this exception.

5.7.8.9. AWP Get-Well Efforts. Existing supportable end items must be worked off before additional carcasses are drawn in for repair. D035K has been programmed to facilitate the draw down of FWP assets by first selecting end items coded FWP before other carcasses. Where systems miss

opportunities to induct 100% supportable AWP/FWP coded assets; the workload manager must intervene in the process and draw available assets into repair. Which assets and the number of those moved are at the discretion of the SSC Chief/Fixer.

5.7.8.10. AWP Reconciliation. Each SSC will complete an annual AWP reconciliation. The purpose of this reconciliation is to ensure proper accountability of AWP end items, piece-parts on hand, and piece-parts on order. Use existing DIOH/AWP management reports to complete this reconciliation. The AWP Reconciliation will be coordinated with the Fixer and scheduled by the SSC Chief. Suspense dates will be established locally.

5.7.8.10.1. The following steps must be completed when performing an annual AWP reconciliation: Inventory the AWP-G and AWP-F end items for each shop, inventory all piece-parts received in support of the AWP end item, and validate all back-orders still marked for the end item.

5.7.8.10.2. If existing back-orders are invalid (or not needed), they must be canceled or file maintained to an existing requirement. When considering excess or invalid on-hand assets there may be opportunities to resolve some existing AWP conditions. Excess or invalid On-hand assets will be file-maintained (where possible) to other end items. Credit may be given to the owning shop based on current asset position and current credit policy. Long lead-time AWP assets will be addressed using the DREP Hangar Queen Program. Get well efforts will be reviewed at the monthly DREP meetings. These assets will be maintained on the "M" balance until the asset is repaired or condemned. When an asset is condemned, written disposition instructions must be furnished by the MM to the SSC.

5.7.9. Storing Assets. The SSC will store and control serviceable components, piece-parts, unserviceable end items, and AWP assets.

5.7.10. SSC Consolidated Repairable Inventory (CRI). The SSC CRI's purpose is to have unserviceable assets ready to move into repair once a requirement is identified by EXPRESS. The SSC CRI is a pre-positioned quantity of unserviceable assets moved to the SSC to prevent delays between the DLA warehouse and the supported maintenance shop. Unserviceable assets will not exceed the total CRI as computed by RBL. Storage limitations will dictate the maximum quantities stored in the SSC. An asset remains in the CRI until it is placed on work order. The SSC CRI balance will be carried on an authorized unserviceable quantity (AUQ) detail, maintained in D035K.

5.7.11. AWP Metrics. The SSC shall track AWP by RCC, NSN and SOS to isolate problem components, poor support to repair shops, and SOS support. The information will be used to assist in solving wholesale and retail stockage and issue problems. AWP metrics may be found at <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/LG/lgp/lgpp/index.htm>.

## Chapter 6

### DREP MEETING

**6.1. Purpose.** The Depot Repair Enhancement Program (DREP) Meeting is used to ensure the depot repair process is on track, seek methods of improvement, and apply the necessary resources to get the job done. It provides the necessary oversight and direction to engage all key players. The meeting enhances communication and ensures that all team members are given the opportunity to identify/solve problems that hinder the Fixer in repairing assets. Topics discussed vary based on local conditions, but include the mandatory areas specified in this instruction. Roles and responsibilities of DREP Meeting key players are outlined below.

**6.2. Formal DREP Meetings.** Formal DREP meetings will be held monthly. The Product Director will chair the meeting to facilitate cross flow of problems, solutions, and innovations. The purpose of the formal meetings is to inform the Product Director of issues impacting the repair cycle that delay or prevent adequate customer support and facilitate communication between functional groups to resolve these issues. The number of formal monthly meetings may vary depending on the number of Fixers within the Product Directorate. The DREP meeting focus is found in [Table 6.1](#). The Fixer is responsible for publication of the formal monthly minutes.

**6.3. Informal DREP Meetings.** Informal meetings will be held weekly. The Fixer will chair the informal DREP meeting. No formal minutes are required. DREP meeting focus is found in [Table 6.1](#).

**Table 6.1. DREP Meeting Focus.**

What to Review	Questions to Ask
Asset Posture	What is on-hand at field level? Is RDO an option? What is on-hand at CSI level? What do we have in the CRI? What items are backordered?
Repair Cycle (Snapshot View)	What's Broken? Where is it? Is somebody fixing it? What are the bottlenecks? What are the leading indicators?

Repair Cycle Dynamics	How fast? How reliable? Right priorities? Resource problems? People problems? Contractor support?
-----------------------	--

**6.4. DREP Meeting Attendees.** The mandatory monthly forum will include all people who resolve problems within the depot repair process. The Fixer, Materiel Management Team Lead (MMTL), SSC Chief, Product Directorate Funds Manager, appropriate representatives from Engineering, Contracting Procurement, Defense Logistics Agency (DLA), and others critical to customer support will participate in these meetings if specific issues demand their attendance. Personnel at other ALCs will FAX or Email the status of items for which they are responsible to the affected Fixer. If issues exist, these individuals will participate in the meetings via video-teleconference, speakerphone, etc. The Fixer responsible for the problem item will lead the discussion.

6.4.1. Roles and Responsibilities at DREP Meetings. Individual responsibilities are as follows:

6.4.1.1. Product Director and Production Division/Branch Chief Roles and Responsibilities. The Product Director will chair the monthly meeting. The Production Division/Branch Chief will actively participate in weekly meetings. They are responsible for ensuring all required personnel attend the DREP meetings, use DREP meeting charts and protocol, and elevate issues not resolvable at their level. The DREP meeting focus is found in [Table 6.1.](#) and should be used as a guide.

6.4.1.2. Fixer Roles and Responsibilities. The affected repair shop Fixer role is to lead the discussion of the briefing charts for a given repair requirement. In situations where the supporting personnel such as the Materiel Manager (MM) or Funds Manager, are located at another ALC, the Fixer will notify those personnel regarding items to be reviewed at the upcoming DREP meeting. These personnel will Email or FAX any pertinent information/status of the items being briefed. If issues exist, the non-located personnel will participate in the meeting via video-teleconference, speakerphone, etc.

6.4.1.3. MM Team Lead (MMTL) Roles and Responsibilities. The MMTL's role is to brief the information on the "Top Line" of the DREP chart as required. This includes discussion of the worldwide health of the item utilizing information provided by members of the Materiel Manager Team (MMT). The MMTL is responsible for notifying the appropriate MM of the items to be reviewed and request verification of the data being portrayed on the "Top Line." The MMTL is responsible for ensuring other members of the MMT attend the DREP meeting if required. The determination will be based on the particular item being discussed and its associated history.

6.4.1.4. MM Roles and Responsibilities. The MMs role at the DREP meeting is to provide any additional information relative to the problem item that is not portrayed on the "Top Line" chart or that requires further explanation. The MM may be required to attend the DREP meeting in the absence of, or along with the MMTL. The MM is responsible to the MMTL for ensuring the data portrayed on the "Top Line" of the DREP chart is current and accurate. This may involve identifying and correcting data problems involving requirements and asset data that impact EXPRESS.

The MM should also be prepared to discuss any procurement issues, availability of carcasses for reclamation or cannibalization, status of repair actions at contractor, or other organic locations, etc.

6.4.1.5. SSC Roles and Responsibilities. The SSC Chief will brief parts-related issues and AWP status.

6.4.1.6. Contracting Officer Roles and Responsibilities. The Contracting Officer will attend, as necessary, to discuss contracting issues.

6.4.1.7. Product Directorate Funds Manager. The Product Directorate Funds Manager is responsible for briefing funding status.

**6.5. DREP Meeting Discussions.** The Fixer will lead DREP meeting discussions. The entire Fixer team will participate as necessary in the discussion, directing efforts at problem resolution. The basic health and status of items will be addressed covering the specifics of what failed and why.

6.5.1. Top 10 Problem Items. The standardized chart templates shown in **Figure 6.2.** will be used to cover the Top 10 problem items. More than ten may be reviewed if they warrant upper level management attention and sufficient time is available.

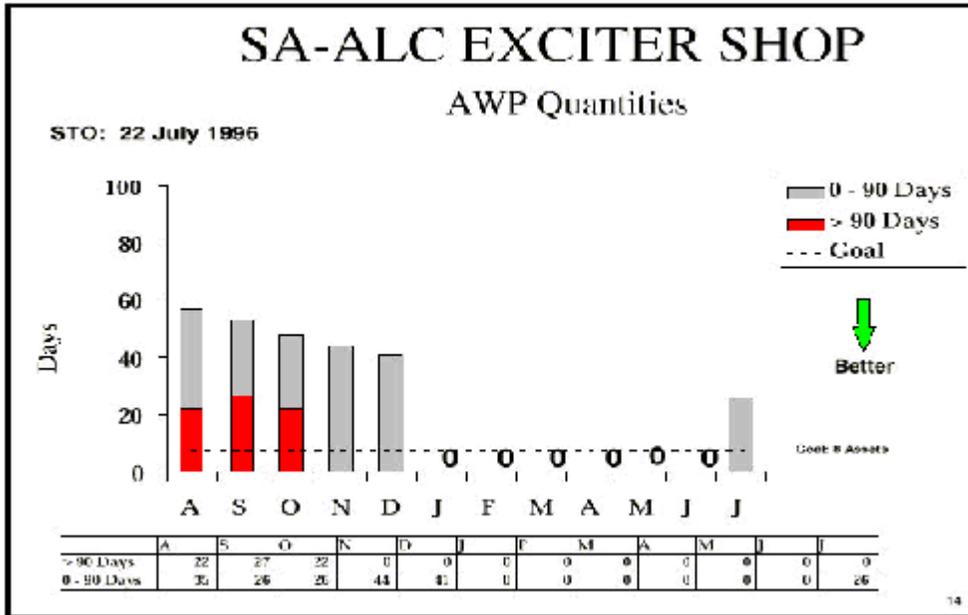
6.5.1.1. Determining the Top 10. The Top 10 problem items to be briefed will be determined using the EXPRESS Data Toolkit Supportability Summary Report. The review will consist of the items with the highest sort value that have failed. Additional items that cannot be produced may be added to the list.

6.5.1.2. Workaround for Determining the Top 10. Currently, there is no automated method to have the Supportability Summary Report sort items for multiple shops. An alternate method would be to run the Supportability Summary Report for the entire ALC, eliminate those shops not within the Product Director's purview, and select the Top 10 items with the highest sort value that have failed

6.5.1.3. MM Recommendations. The MM can recommend an item is included on the list to be presented, but the Fixer has the final authority to determine what is presented.

6.5.2. AWP and Hangar Queens. In addition to the Top 10 items, the meeting will also include a status of parts driving AWP and all Hangar Queens (**Figure 6.1.**) compiled by production element. Additional back-up charts should be added as required.

Figure 6.1. AWP and Hangar Queen Chart.



**6.6. DREP Chart Information.** Information displayed on the top line of the DREP chart was designed to provide the current “health” of an actual National Stock Number (NSN) item. Depending on the results by actual NSN, the Materiel Manager may also want a roll-up to the sub-group master NSN. The DREP Chart (Figure 6.2.) as a minimum uses the following information.

6.6.1. WorldWide Active Inventory. This is the amount of inventory needed to support all customers (i.e., FMS, other services, and non-capitalized customers). This includes authorized and on-hand levels. Formulas and information sources are:

6.6.1.1. Authorized (WW Inv Auth).  $WW\ Inv\ Auth = MICAPs + POS\ Authorized + RSP\ Authorized + WL\ Authorized + CRI\ Estimate$ .

6.6.1.2. On-hand (WW Inv OH).  $WW\ Inv\ OH = POS\ On-Hand + RSP\ On-hand + Work-In-Process + CSI\ On-hand + CRI\ On-hand + Intransit\ (serviceable\ and\ unserviceable)$ .

6.6.2. WorldWide MICAPs (MICAP). This quantity can be determined by reviewing the requisitions displayed by D035A on the “DODD” screen. A MICAP can be identified by an “N\_\_,” “E\_\_,” or “999” in the “Required Delivery Date” (RDD) field.

Figure 6.2. DREP Chart

NSN: 

**DREP Problem Item Chart**

Date: 
Mount: 
Shop Cntrl No.:

V/W Inv Auth/OH	MICAP / 2.0 Sort Val	CIP Y/N	POS Auth/OH	RSP Auth/OH	Net Rep Obj	WL Auth/ CRI Est.	Total WIP/ CSI OH	CRI OH/ Intransit
/			/	/		/	/	/

Overall Rating: Red
MDR: 
Retention Auth: 
Local WIP: 
Local CRI OH:

R	By Demand	LFTS RT GREEN	LFTS RL GREEN	LFTS GREEN	DRY PURGE GREEN	COOL/NO. FLUSH GREEN	GLYCOL FLUSH GREEN
R	Personnel: 1 Shift Operator All Personnel in OJT (5 FES) After 1 Year Training Curve						
R	Flow Days: 5000	Ach: 14					
R	AWP: 0	AWP Q: 23	AWP: 0				
R	Parts: See Next Chart for Parts Required						
R	Funds						

6.6.3. 2.0 Sort Value. This is the number of occurrences of 2.0 Sort Values in EXPRESS. This information can be obtained from the Working Level and Base Needs report in EXPRESS.

6.6.4. Peacetime Operating Stock (POS). Quantities are obtained from D035C and include POS and High Priority Mission Support Kits (HPMSK) levels. Refer to D035C “HDFA” Stock Number Interrogation screen/product.

6.6.4.1. Authorized (POS Auth). This is the computed RBL level, within SBSS or D035K, and replaces the demand level as modified by the adjusted stock level (ASL). RBL honors the ASLs and reacts as follows: RBL => minimum ASL, = fixed ASL, or <= maximum ASL. Also includes safety level. To calculate the authorized level, add the RBL levels (DMD LVL) with ownership/purpose (O/P) code 01,0A and the HPMSK levels (WRM LVL) with O/P code HK.

6.6.4.2. On-hand (POS OH). Total of the following balances (O/P codes 01, 0A, and HK): Retail serviceables (SERV), Due-in for overhaul/due-in-from-maintenance (DIOH/DIFM), and Serviceable In-transit (INTRANSIT SERV). NOTE: Do not include quantities reported under the O/P 09 account. These balances are reported under the CRI or CSI On-Hand categories.

6.6.5. Readiness Spares Packages (RSP). Information is provided by D035C. Refer to D035C “HDFA” Stock Number Interrogation screen/product.

6.6.5.1. Authorized (RSP Auth). The RSP authorized level as reflected in the WRM level field (WRM LVL with O/P code 01). NOTE: Do not include O/P HK levels as they are reflected in the POS calculation.

- 6.6.5.2. On-hand (RSP OH). The RSP assets on hand and are found in the WRM balance field (WRM BAL) with O/P code 01. NOTE: POS Authorized added to RSP Authorized equals the Requisitioning Objective (RO).
- 6.6.6. Net Repair Objective (Net Rep Obj). The repair objective quantity provided by EXPRESS. This quantity is calculated before the supportability module has processed. This figure is obtained from the Working Level and Base Needs report in EXPRESS.
- 6.6.7. Working Level Authorized (WL Auth). Computed by RBL and is the recommended amount of assets that should be in the Consolidated Serviceable Inventory (CSI) and Work-In-Process (WIP) at any one time to support requirements. These assets are owned by the wholesale Materiel Manager and are located at a depot, contractor facility, or at an off-base storage location. The level can be obtained from the Working Level and Base Needs report in EXPRESS.
- 6.6.8. Consolidated Repairable Inventory Estimated (CRI Est). The amount of unserviceable assets that RBL estimates should be in the retrograde pipeline or available in the warehouse. This information is found in the depot working level file in D035E to EXPRESS.
- 6.6.9. Total Work-In-Process (Total WIP). Shows the status of assets currently in the repair process. Includes any assets in work at another repair location such as a contractor, another service, or another depot. For depot assets, this quantity includes On Work Order (OWO), Awaiting Maintenance (AWM), and unserviceable materiel in-transit to maintenance. While D035K at each depot has visibility of the local WIP balances, only D035A has visibility of assets in WIP at off-base storage locations and at each depot. Total of the following balances: WIP assets (condition code M) at the depots, O/P code 09; WIP assets (condition code M) at repair contractors or other services, O/P code A; and unserviceable assets in-transit to maintenance (condition code Y), O/P code 09.
- 6.6.10. Consolidated Serviceable Inventory On-Hand (CSI OH). The total of the following balances provided by D035A: Serviceable assets (condition code A and Z), O/P code 09 stored at a depot, (Condition code B and C assets are rolled up in the "A" quantity,); serviceable assets (condition code A) stored at off-base storage locations, O/P A; and serviceable assets (condition code A) stored at repair contractor locations, O/P code A.
- 6.6.11. Consolidated Repairable Inventory On-Hand (CRI OH). Total of the following quantities are obtained from D035A: Unserviceable materiel (condition code D, E, F, G, J, K, L, Q, and R) at a depot, O/P 09; unserviceable materiel (condition code D, E, F, G, J, K, L, Q, and R) at an off base storage location (includes contractor and other service storage locations), O/P A.
- 6.6.12. Unserviceable In-transit (In-transit). Amount of unserviceable materiel being returned from retail customers. Provided by D035C (HDFA screen): Unserviceable in-transit are O/P 01 and HK (INTRANSIT UNS).
- 6.6.13. Monthly Demand Rate (MDR). This information is not available with D035A. MM will compute this figure. The formula used to compute the monthly demand rate is located in [Table 6.2](#). Use the latest scrubbed D200 final computation and de-accumulate the first and second quarter of the elements listed. D200 Production is concerned with the SCM wholesale repair requirement versus the retail demand rate generated by SMAG's retail customers.
- 6.6.14. Retention Authorized (Retention Auth). The maximum amount of assets the MM is authorized to have in their inventory. Reflected as the "Select Retention" in the D200 Final Computation, screen 1.11.2.

6.6.15. Local Work-In-Process (Local WIP). The amount of assets in the repair process at the local ALC. This balance is obtained from D035A as condition code M, O/P 09.

6.6.16. Local Consolidated Reparable Inventory (Local CRI OH). The quantity of unserviceable assets available at the ALC. This balance is obtained from D035A as condition codes D, E, F, G, J, K, L, Q, and R, O/P 09.

6.6.17. Additional information. The following information should be considered when building the DREP chart.

6.6.17.1. Procurement Due-Ins. Information concerning procurement due-ins is not reflected on this chart because this chart displays the “current” health of the item, not “future” health. The MM should be prepared to discuss any procurement issues or pending buys.

6.6.17.2. WW Inventory Imbalance. There will be instances that the WW on-hand inventory exceeds the WW authorized. When this occurs, review the authorized “select” retention level. If the on-hand quantity is equal to or below the selected retention level, no further action is required. If the on-hand inventory is greater than the selected retention level, the MM will review the asset position for any pending or required disposal actions.

6.6.17.3. WIP Quantity Imbalance. If the local WIP is less than the total WIP reflected, this indicates that the item may have dual SORs. If a dual SOR relationship does not exist, it indicates that unserviceable materiel is stored at a non-SOR location. The Materiel Manager will review this information and determine if the unserviceable materiel should be relocated. NOTE: Assets may be unserviceable intransit to maintenance (condition code Y).

6.6.17.4. Items on Loan. Please note that items on loan are not considered part of the on-hand inventory because these items are not available for use until returned from the customer.

**Table 6.2. DREP Top Line Monthly Demand Rate Computation.**

OIM REP GEN (NRTS)	_____
(Divide by 3)	
TOT JR CONDNM	
(Divide by 3)	+ _____
PDM NJR RQMT	
(Divide by 3)	+ _____
EOH NJR RQMT	
(divide by 3)	+ _____
NHA MISTR RQMT	
(Divide by 3)	+ _____

FMS ADDITIVE (Divide by 17) (Do not add "H" coded B/Os)	+ _____
ADDITIVE RQMT RECUR (Divide by 3)	+ _____
MONTHLY DEMAND	= _____.

**6.7. DREP Chart Overall Item Rating.** The Fixer will color-code the overall rating of the item green, yellow, or red as follows: Green means item has no MICAPs and all individual ratings are green. Yellow means the item has no MICAPs and one or more of the individual items are yellow. Red means the item has one or more MICAPs and/or, one or more of the individual items are red.

6.7.1. Overall Equipment Rating. The Fixer independently rates each critical piece of equipment. Green indicates adequate equipment to handle the projected workload is available and is in serviceable condition. Yellow indicates adequate equipment is not available but an acceptable plan is in place (i.e. equipment is down for routine maintenance, needs minor repair, or scheduled for routine maintenance and a workaround exists). Red indicates that adequate equipment is not available or equipment is down for maintenance for an extended period of time and no workaround exists. Individual equipment ratings will be rolled up to a composite equipment color-code rating. Items with any critical equipment having a color-coded rating of red or yellow will have the same overall equipment rating.

6.7.2. Overall Personnel Rating. The Fixer rates personnel. Green indicates that sufficient personnel are available to produce full requirements. Yellow indicates personnel are available to produce critical areas of MICAP and RSP but some requirements (POS and/or CSI) can not be filled. Yellow also indicates requirements can be met but overtime rate exceeds sustainable levels. Red indicates sufficient personnel are not available to fulfill requirements for MICAP or RSP items or when capacity is used up for further repairs. Personnel status will remain red until additional hours are assigned or become available through completed repairs. Access information on the number of hours available for the RCC (Shop) parameters or the status of repair hours needed for the desired repair through the Repair Requirements Hours Summary View of Shop Pro.

6.7.3. Overall Flow days Rating. The Fixer rates flow days. Green indicates the item is produced in less than or equal to the standard flow days. Red is assigned to items produced with flow days greater than the standard. Standard Shop Flow Days will be calculated and reviewed in accordance with AFMCI 21-105. Depot Maintenance Work Measurement. The Standard Shop Flow Days are input into G019C. Actual Shop Flow Days will be obtained from the Inventory Tracking System (ITS).

6.7.4. Overall Consolidated Repairable Inventory Rating. The MM validates CRI inventory. Green is assigned if carcasses are on hand. Green is also assigned if RBL identified CRI levels of zero. Red is assigned when carcasses are not available. Access this information through Shop Pro in the Repair Requirements, Carcasses Summary View.

6.7.5. Overall Parts Rating. SSC chief rates overall components. Green is assigned to items with parts on hand to do the EXPRESS driven repairs. Red is assigned if parts are on back-order and not avail-

able to the Fixer to support RDD. Access parts availability information using the Repair Requirements Parts Summary View of Shop Pro. The D035K system is used for access to estimated delivery dates.

6.7.6. Overall Funds Rating. The Product Directorate Funds Manager, in conjunction with the ALC FM community rates overall funds. Green indicates funding is available and production is not impacted. Yellow indicates funds are available to cover the critical areas of MICAP and Joint Chiefs of Staff (JCS) projects but funding lacks capability to cover full requirements. Red is assigned when lack of funding is preventing MICAP or JCS item from being brought into repair.

## Chapter 7

### FINANCIAL MANAGEMENT

**7.1. Purpose.** This chapter provides guidance and direction for Financial Management under the concepts of DREP. The Financial Management (FM) process centers on the Senior Leaders' Materiel Course (SLMC) Financial Management tenets. There is no ownership of the repair Cost Authority (CA) by a product directorate or the Depot Maintenance Activity Group (DMAG). Funds are held in a central pool. The Supply Management Activity Group (SMAG) will fund on demand to support the repair on demand process. This process focuses on the reparable assets in the Materiel Support Division (MSD). These items can be identified by a three position Expendability Repairability Recoverability Code designator of XD1 or XD2 or the one position alpha designator of C or T. MSD items are also identified as budget code "8" items.

#### **7.2. Stock Fund Overview.**

7.2.1. Defense Business Operations Fund (DBOF). The Department of Defense established the Defense Business Operations Fund (DBOF), a revolving fund financial structure, in October 1991. DBOF merged the former stock and industrial funds and several activities formerly funded by direct appropriations into a single fund. Its purpose is to improve the delivery of support services to the operating forces while reducing the cost of operations.

7.2.2. Defense Working Capital Fund (DWCF). The DBOF is now called the DWCF and is further identified to the respective service. The Air Force managed business area is the Air Force Working Capital Fund (AFWCF). The Air Force business areas within the AFWCF are broken down further to Air Force managed activity groups and AFMC managed activity groups. All future references focus on the AFMC managed SMAG and DMAG.

7.2.2.1. AFMC managed SMAG. The SMAG contains the MSD, the General Support Division (GSD) and Fuels. The MSD is the consolidation of the divisions formerly known as the Reparable Support Division (RSD), the System Support Division (SSD), and the Cost of Operations Division (COD). These divisions are referred to as the Reparable, Consumable, and Business Overhead areas of the MSD.

7.2.2.1.1. Materiel Support Division (MSD). The MSD is responsible for the management of the wholesale inventories that are held and sold to customers. The customers pay the SMAG with Operations and Maintenance (O&M) funding or case country funding for Foreign Military Sales (FMS). Income from sales is used to maintain inventory either through depot level repair or procurement action.

7.2.2.1.2. General Support Division (GSD). The GSD is responsible for consumable piece-parts, bulk items, and expendable end items managed by the Defense Logistics Agency, General Services Administration, or locally purchased.

7.2.2.1.3. Fuels Division. Responsible for all fuel requirements for Air Force missions and space launches.

7.2.2.1.4. Cost Authority (CA). The CA provides for the procurement or repair of items managed in the SMAG. The is budgeted for at least two years in advance in accordance with the

Planning Programming and Budgeting System. The CA was previously referred to as obligation authority.

7.2.2.1.4.1. The CA equals the costs the SMAG can incur to support the customer's needs. This permission to incur an expense is backed by sales to the customers (e.g., Air Force, FMS, Army, Navy, etc.). Projected expenses can not exceed projected sales.

7.2.2.1.5. Unit Cost Target (UCT). The SMAG manages to a UCT that compares sales (income) to costs for that specific year (CA execution). CA is directly linked to the AFMC UCT and an obligation ceiling that is tied to customer funding. As of 1 Oct 96, the ALCs began managing their CA to an ALC UCT. The ALC UCTs are derived from the AFMC UCT and in total can not exceed the AFMC UCT.

7.2.2.2. AFMC-managed DMAG. The DMAG provides repair services to the SMAG and other customers. The DMAG bills the SMAG for these services that can be performed organically at one of the ALCs or contractually by a commercial source or by other services. A funded Project Order (PO) for organic repair or Customer Order Acceptance List (COAL) for contract repair equates to a transfer of the SMAG's permission to incur an expense to the DMAG. The SMAG agrees to pay DMAG an agreed upon price at the completion of a maintenance task.

**7.3. Funding Policy.** The FM process will not change the way the ALCs submit their reparable requirements for the stock fund budget. The process will change the way the CA is executed.

7.3.1. Movement of CA. The SMAG FM Funds Manager will handle movement of funding in or out of the Lean Logistics repair program or between Materiel Program Codes (MPCs). The SMAG product directorate wholesale Funds Manager will work with the SMAG FM Funds Manager and provide rationale for movement of CA.

7.3.2. SMAG funding for DMAG. The SMAG, Source of Supply (SOS), is responsible for providing the funding via a PO or COAL to the DMAG, Source of Repair (SOR), in a timely manner.

7.3.3. DREP Meeting Support. The SMAG product directorate wholesale Funds Manager will address funding issues at DREP meetings. They will communicate with the FM Funds Manager prior to the meetings to obtain the latest funding information.

7.3.4. PO and COAL funding. The DMAG will not put assets into work without a funded PO or COAL. There is currently no systematic edit to prevent DMAG from bringing an asset into work without funding. If assets are put into work without a funding document the DMAG could wind up with bills in their suspended revenue account. This behavior could drive a loss to the DMAG and increase their maintenance rates in the out-years. AFMCI 21-111, *Depot Maintenance Business Area (DMBA) Financial Operating Procedures*, contains the DMAG financial operating procedures.

**7.4. SMAG Funding Allocation Process.**

7.4.1. Annual Operating Budget (AOB). HQ AFMC/FM provides the ALC UCT and the proposed CA to the ALC/FM community through the AOB. The Lean Logistics repair funding is to remain in the FM account and the product directorates are to execute their organic and contract repair requirements from this account. Allocation of the Lean Logistics repair CA to the product directorates is not authorized.

7.4.1.1. The Lean Logistics repair CA (organic and contract) is loaded into the Central Procurement Accounting System (CPAS/H103) at FM level. CPAS/H103 allows the product directorates to execute from the FM pool and track initiations, commitments, obligations, and expenditures to product directorate level using Materiel Program Codes (MPCs) 1Q01 for organic repair and 1K01 for contract repair. All DREP POs will use MPC 1Q01.

7.4.2. ALC CA Execution Tracking. The FM community is the scorekeeper. The ALC's FM staff is responsible for tracking their ALC's CA execution and the product directorates wholesale Funds Managers are responsible for tracking their respective product directorate's execution. The ALCs will use the validated repair requirement in Automated Budget Compilation System (ABCS/D075) as the baseline and track their Lean Logistics repair CA execution in CPAS/H103 at product directorate and FM level.

## **7.5. DREP/CREP Funding.**

7.5.1. MSD repair CA. The ALC UCT and proposed repair CA target includes funding for non DREP/CREP requirements (organic and contract), AF Secondary Inventory Control Activity (SICA) Non-consumable Item Material Support Code (NIMSC) 5 requirements, unprogrammed repair requirements, reclamation and demilitarization of reparable items, and DREP/CREP requirements.

7.5.1.1. AF SICA NIMSC 5 requirements are considered must pay bills because the Air Force passed their requirements to the Primary Inventory Control Activity (PICA). The PICA provides the maintenance services for these items and bills the Air Force, the SICA, at the respective ALC.

7.5.1.2. The funding process for the reclamation and demilitarization of parts is standard operating procedure. A Temporary Work Request (AFMC Form 206) and a PO are required to task the DMAG. The PO is the funding document. Reclamation from Aerospace Maintenance and Regeneration Center (AMARC) does not require a temporary work request and PO from the SOS because AMARC budgets for these requirements.

7.5.1.3. Unprogrammed requirements that were not included in the budget use a portion of the CA that was planned for a budgeted requirement. A Temporary Work Request (AFMC Form 206) and a PO are required to task the DMAG.

## **7.6. Organic Workload Execution Process.**

7.6.1. Determining repair requirements. The EXPRESS system determines the repair execution requirements for DREP items and identifies them by Sub Group Master (SGM) and by weighted repair cost. On a daily basis EXPRESS triggers the PO funding process in the Automated 181 System (J025A). For each SOS/SOR combination, J025A generates an on-line PO using data from EXPRESS and the Job Order Production Master System (G004L). J025A then notifies EXPRESS when the PO is or is not funded or no data was received.

7.6.1.1. EXPRESS burn rates. The EXPRESS supportability module contains a separate burn rate for each SOS having repair at that SOR. The burn rates tell the EXPRESS supportability module how much CA is available from each SOS to support their daily repair requirements. The burn rate seeks to ensure that we maintain funding for customer support. There are four elements used to calculate the burn rate in EXPRESS. EXPRESS needs the SOS's uncommitted CA balance, SOR percent of CA, K-factor, and number of workdays remaining in the fiscal year to calculate a SOS specific burn rate daily.

7.6.1.1.1. Uncommitted CA balances. On a daily basis EXPRESS will receive each SOS's uncommitted CA balance for MPC 1Q01 from the Distribution and Repair in Variable Environments (DRIVE) System. The DRIVE system will receive the information from CPAS/H103. This functionality will be released in CY98. The CA is referred to as the SOS check-book balance on the EXPRESS depot-funding screen.

7.6.1.1.1.1. The uncommitted repair CA balance will decrease as funds are executed for organic repair. The balance may also be impacted by increases/decreases (recoupments) in funding for prior year requirements or re-distribution of CA between the SMAG programs.

7.6.1.1.1.2. CPAS/H103 is not available until the prior year close out is completed. The SMAG FM Funds Manager will provide the CA data to the DMAG Acceptor until CPAS/H103 is available.

7.6.1.1.2. Burn rate data. The SMAG FM Funds Manager at the SOS provides two of the elements required to calculate the burn rate. They can change these values as needed. The SMAG FM Funds Manager, responsible for the ALC's repair funding, is the only person who can provide changes to the DMAG Acceptor at the respective SOR(s).

7.6.1.1.2.1. The SMAG FM Funds Manager determines the percent of their uncommitted CA available for each of their SORs. The CA percent is called the percent of checkbook on the EXPRESS depot-funding screen.

7.6.1.1.2.2. The SMAG FM Funds Manager provides a K-factor, which allows the daily burn rate to be exceeded by a predetermined percent. If the SOS burn rate is calculated to \$500 for a given day, and the SOS selected 150% for the K factor, the burn rate will equal \$750. The EXPRESS supportability module would use \$750 as the burn rate for this SOS rather than \$500. The K-factor helps with situations where an item has an extremely high unit repair cost or the requirement on a given day exceeds the burn rate because of increased demands.

7.6.1.1.3. The SMAG FM Funds Manager works with the DMAG Acceptor at the SOR to identify the remaining workdays.

7.6.1.1.4. Burn rate file maintenance. The EXPRESS burn rate is SOS (ALC) specific rather than shop specific. The DMAG Acceptor is responsible for inputting the SOS(s) burn rate data into EXPRESS. The DMAG Acceptor is the only one who can establish or change the SOS's data required to calculate the SOS burn rates for their SOR.

7.6.1.1.5. Burn rate calculation. EXPRESS calculates the SOS burn rates by multiplying the SOS's uncommitted CA balance by the SOS's percent assigned to that SOR then divides by remaining work days and multiplies this value by the K-factor. 
$$\text{SOS burn rate} = \text{K factor} \times [(\text{uncommitted CA} \times \% \text{ of CA}) / \text{days remaining}]$$

7.6.2. Manual intervention. The Fixer and Workload Manager have the capability to intervene and adjust the EXPRESS repair execution requirements for problems with NSN data, parts, etc. The intervention takes place prior to the time EXPRESS generates a list for J025A. The corrections/updates will not exceed the SOS's daily burn rate. Refer to [Chapter 4](#), Maintenance (Fixer), for additional information.

7.6.3. System generated POs. The EXPRESS system provides J025A with the D035K Express table file for items requiring repair. J025A pulls the SGM, quantity, production control number, and Pro-

duction Section Scheduling Designator (PSSD) from the D035K Express table file. J025A pulls the Funds Classification Reference Number (FCRN), program control number, Permanent Job Order Number (JON) Master file, the End Item Sales Price (EISP), and the planners/scheduler address table from G004L. A data source for the product directorate element is not defined yet. J025A builds the POs with "\*\*\*" in the product directorate field for the DREP items.

7.6.3.1. DREP information. J025A contains a separate menu for DREP. On the main menu select option D. The DREP function menu contains 8 options. Options 5 and 6 are not built yet. Option 8 is for the DREP system administrator functions.

7.6.3.1.1. Option 1: Unfunded DREP built 181s. This option contains a daily listing of the DREP built and reconciliation POs waiting for funds certification or DMAG acceptance. They stay on the list until both actions are complete. The DREP built POs are cleared at the end of the two-hour processing time. The reconciliation POs are cleared after two days. This information is available at SOS or SOR level. The F5 key allows the user to switch from SOR to SOS data.

7.6.3.1.2. Option 2: Daily EXPRESS items list. This option contains a daily listing of the records EXPRESS passed to J025A. This information is available at SOS or SOR level. The F5 key allows the user to switch from SOR to SOS data. This listing will also identify the records with errors. These errors prevent the on-line generation of a PO. Option 4 contains a detailed listing of the errors.

7.6.3.1.3. Option 3: 90 day DREP 181-build report. This option contains a listing of the DREP built and reconciliation POs that are certified and accepted. This is a rolling 90-day listing.

7.6.3.1.4. Option 4: 90 day process failure log. This option contains a listing of the DREP built and reconciliation process records with problems. It identifies records EXPRESS passed to J025A, for DREP built POs, with missing or incorrect data and the reason they were not funded. It also provides notifications on DREP built POs that were built but need to be reviewed. The same information is available for the reconciliation POs. Select "RECN" to see the reconciliation process failure log. Select "DREP" to see the DREP failure log. Select "ALL" to see both. The options below DREP, RECN, and ALL are still in development. This is a rolling 90-day listing.

7.6.3.1.5. Option 7: DREP message, error, and return code table. This option contains a listing of all the messages that can be shown in option 4. Refer to *FM DREP/CREP Process Guide Dated 18 Jun 97* for an explanation of the messages.

7.6.3.2. J025A edits. J025A edits the information it receives from the D035K Express table file. J025A will not attempt to build a PO for the requirement if data is missing or has invalid characters for the:

7.6.3.2.1. Production Control Number.

7.6.3.2.2. SGM.

7.6.3.2.3. Quantity.

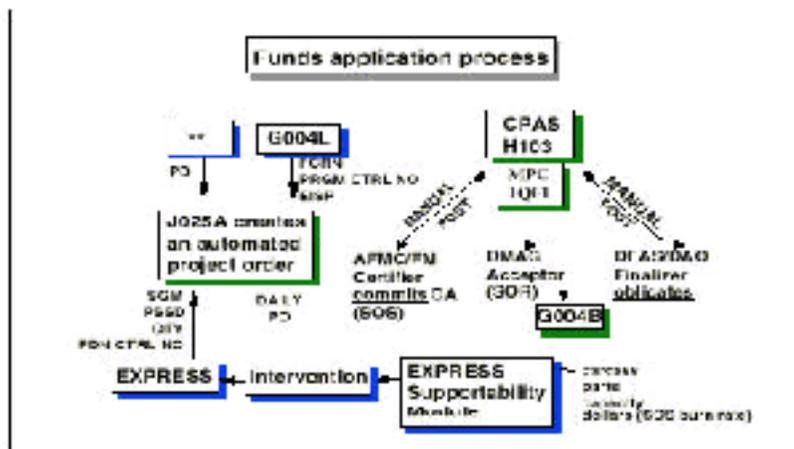
7.6.3.2.4. PSSD.

7.6.3.2.5. Document Identifier.

**NOTE:** If problems are encountered with the data available in the Project Order Control System (G004B) or G004L, J025A will not build a PO. Failure to update the accounting line with the new MPC will prevent the on-line generation of a PO.

7.6.3.3. PO processing. J025A automatically initiates the PO and transmits it to the ALC “Certifier” at the SOS. The POs are grouped by type, program control number, and FCRN. The DREP POs are identified in the Certifier’s active mailbox in J025A. The notify column displays “DREP BUILT.” The PO also contains “DREP PO” in the Initiator and Approver fields. This allows the Certifier to process these POs as expeditiously as possible. [Figure 7.1.](#) provides an overview of the funds application process.

**Figure 7.1. Funds Application Process.**



7.6.3.3.1. PO certification. The Certifier ensures funding is available and is the proper type to support the work request. The Certifier manually posts the commitment transaction in CPAS and certifies it on-line in J025A, then transmits the PO on-line to the DMAG Acceptor.

7.6.3.3.1.1. If the Certifier rejects the PO it is passed back to the Approver and if necessary, back to the Initiator with comments for appropriate action(s). Signatures must be removed as the PO is returned. The DREP POs go back to a generic mailbox for DREP Approvers and Initiators. Each ALC designated primary and alternate DREP PO Initiators.

7.6.3.3.1.2. There is no partial certification of a PO. If the dollar value on the PO exceeds the total available CA the Certifier sends it back to the DREP Initiator to reduce the requirement to the available funding. The Initiator can delete any or all of the items off of the PO by program control number and FCRN to bring the total funding down to the available CA. After the changes, the DREP Initiator sends the revised PO back through the DREP Approver who reviews/approves and forwards to the Certifier.

7.6.3.3.2. PO acceptance. The DMAG Acceptor’s on-line signature on the PO indicates DMAG is accepting SMAG’s offer (the workload). This process allows the DMAG to incur an expense on behalf of the SMAG. If the SOS and the SOR are at different ALCs J025A sends

the PO to the DMAG Acceptor at the other ALC. J025A has two paths for organic repair requirements. When the SOS and SOR are at the same ALC J025A uses path one. When the SOS and SOR are not collocated J025A uses path two. After acceptance, the Acceptor transmits the PO on-line to the Defense Finance and Accounting Service (DFAS) Finalizer.

7.6.3.3.3. System notifications. After DMAG acceptance, J025A tells EXPRESS, which items were funded and which were not. This acceptance also causes J025A to create a file for the DMAG's G004B system with the total Direct Product Standard Hours (DPSH) and dollars for the Project Order Number (PON), FCRN, program control number combination.

7.6.3.3.4. The POs are not visible to the Fixer. The automated POs commit and obligate the SMAG repair CA to do the work. The SMAG considers CA obligated when the DMAG area accepts the workload and the G004B system is updated. For execution reporting purposes, the obligation will not be accounted for until the CPAS/H103 update is accomplished and the obligation is reflected in the system. Obligation does not mean the same thing to the DMAG. They consider funding obligated when they accept work in G004B.

7.6.3.3.4.1. Notification of PO acceptance goes to DMAG and upon acceptance of the asset, G004L establishes a JON (if required) or adjusts the quantity on an existing JON. On the JON, DMAG tracks the repair costs which are used to build out-year rates, unit repair costs, and the budget. The FM process will not change the way the DMAG FM community tracks or collects its information.

7.6.3.3.5. PO finalization. The Acceptor transmits the PO to the DFAS Finalizer who manually posts the obligation in CPAS and finalizes on-line in J025A. The Finalizer has obligation, de-obligation, commitment, and de-commitment authority for funds identified on the PO. After finalization the PO is sent to a history file.

7.6.3.3.6. PO time limits. There is a 2-hour window (1330-1530 Eastern Time) to build the PO, certify the funds, accept the PO, and notify EXPRESS of the funded or unfunded requirements. J025A provides real time updates/status to EXPRESS. It is event driven. J025A provides the following information: funding pending-waiting for Certifier's signature, funding pending-waiting for Acceptor's signature, funded-send to D035K, not funded-with the appropriate reasons. If the certification and acceptance process is completed before the two-hour time period J025A notifies EXPRESS at that point. If certification and acceptance is not completed within the 2-hours J025A will pass an unfunded file to EXPRESS.

7.6.3.3.6.1. Twenty minutes is allocated to build the PO, fifty minutes is allotted for certification, and fifty minutes is allotted for DMAG acceptance.

7.6.3.3.6.2. J025A cancels POs that are not certified within the 2-hour time frame. If the PO was certified but not accepted J025A will send it back to the Certifier and instruct them to remove their signature, de-commit the funds in CPAS/H103, and send it to a delete file. There will be no funding that day.

7.6.3.3.7. The DREP Initiator is responsible for oversight of the certification and acceptance process. They are required to monitor the DREP funding process and contact the Certifier or Acceptor when the PO amendments are not being processed. They will ensure the certification and acceptance process is completed during the two-hour window.

7.6.3.3.8. PO Closure. The product directorate wholesale Funds Manager, MM team, and the DMAG Acceptor monitor the PO(s) to make sure the job(s) are completed, funds are expended (DMAG is paid), and the expenditure is properly recorded in the accounting system(s). This is the last step in the closing out of a PO. When the customer dollars equal the inducted dollars and the sales dollars the PON will close in G004B.

7.6.4. Payment to DMAG. Once the DMAG completes the repair actions they bill the SMAG for repair services. The SMAG reimburses the DMAG with the SMAG CA. Revenue to SMAG comes from the sale of items to customers (e.g., AF, Army, Navy, FMS, etc.).

7.6.5. J025A reconciliation process. J025A performs an automated funding reconciliation process for the DREP POs on a weekly basis using G004B data. The reconciliation process remedies problems with the intransit assets, incorrect on-hand assets, the EISP, etc.

7.6.5.1. System generated POs. J025A checks the date and time stamp on the G004B file each Monday. If the date is updated J025A will automatically initiate the reconciliation process. Depending on the data, a reconciliation PO may or may not be generated. If they are built, J025A will transmit them to the DREP "Initiator's" active mailbox at the SOS. The amendments will be grouped by project order-type, program control number, and FCRN. The notify column will display "RECONCILED."

7.6.5.2. Visibility of reconciliation POs. The reconciliation PO amendments are also visible to the Certifier and Acceptor when they are initiated. Select option "U," "UN-FUNDED RECN/ DREP 181s" on the main menu. On screen C8P601 tab down to the records that say "RECON-CILED" in the notify column. After tabbing down, select "enter" to see the reconciliation project order amendments. This information is also available under option 1 on the DREP menu.

7.6.5.3. The automated process will only reconcile records where the PO amendment numbers match in G004B and J025A.

7.6.5.3.1. J025A edits. The reconciliation process provides notification for all the PO amendments they did not reconcile on option "P. 90 Day Process Failure Log." The process failure log contains notifications for PO amendments when:

- Dollars matched and reconciliation is not required.
- Records (data) are missing.
- J025A and G004B amendment numbers do not match.
- Project order amendments are not completed and turned in (e.g., Acceptor, Finalizer).
- G004B record date changed but the data did not.
- J025A began the reconciliation process and stopped due to incorrect data.

7.6.5.3.1.1. Select option "P. 90 Day Process Failure Log" on the main menu. On screen C8P604 select "RECN" to see the reconciliation process failure log. This information is also available under option 4 on the DREP menu.

7.6.5.3.2. J025A provides notification on the actual reconciliation PO amendment when there are different fund cite lines or when J025A can not adjust the full amount because it will take the dollars below zero.

7.6.5.4. PO processing time limit. The reconciliation process must be completed within two days. This time period covers the on-line generation of the reconciliation PO amendment and the initiation, approval, certification, and acceptance process.

7.6.5.4.1. The first day is allotted to the DREP Initiator, Approver, and Certifier. The second day is allotted for the DMAG Acceptor.

7.6.5.4.2. The Initiator will have the capability to scrub the reconciliation PO amendments for each program control number/FCRN combination.

7.6.5.4.2.1. If the Initiator takes no action within the two days, the amendment is canceled.

7.6.5.4.3. If the PO was certified but not accepted, J025A sends it back to the Certifier and instructs them to remove their signature, de-commit the funds, and send it to a history file.

7.6.5.4.4. If the certification and acceptance process is completed within the two day time period, J025A builds a file for the G004B system which contains the total DPSH and dollars for the PON, FCRN, and program control number combinations impacted.

7.6.5.4.5. The Acceptor transmits the reconciliation PO on-line to the DFAS Finalizer who manually posts the obligation in CPAS/H103 and finalizes on-line in J025A.

7.6.5.4.6. If the SOS and SOR have not reconciled prior FY PO amendments, the automated reconciliation process may build a reconciliation PO amendment for them.

7.6.6. If the Fixer/MMT decides to contract the workload, the COAL will cite the operating budget account number and MPC for CREP funding.

## 7.7. FM Contingency Plan.

7.7.1. File Transfer Process (FTP) failure.

7.7.1.1. EXPRESS to J025A. The SMAG DREP Initiator is responsible for monitoring FTPs from EXPRESS to J025A to ensure receipt of the FTP. The J025A DREP Menu option 2 contains a banner at the top of the screen/page that provides FTP status. If files are not received by 1350 (Eastern Time), the DREP Initiator checks with their EXPRESS system administrator. If the problem is at all ALCs, they notify the J025A functional OPR at HQ AFMC/FMF.

7.7.1.1.1. In the event of local FTP failure, the ALC will need to work funding off-line. No automated project orders will be built on-line in J025A. Refer to the J025A System/hardware failure paragraphs for off-line processing.

7.7.1.2. J025A to EXPRESS. The SMAG DREP Initiator is responsible for monitoring FTPs from J025A to EXPRESS to make sure they are received. This status is visible in J025A under the DREP menu option 2. If files are not received before 1535 (Eastern Time), the DREP Initiator contacts the J025A functional OPR at HQ AFMC/FMF. The J025A functional OPR will research the problem and contact the EXPRESS system administrators at the ALCs.

7.7.1.2.1. If the certification and acceptance process was completed, the ALC will do one of the following:

- Wait while J025A tries to re-transmit the files.
- Pull the J025A data and manually load their D035K Express Table file.

7.7.2. J025A system/hardware failure. The J025A functional OPR at HQ AFMC/FMF will research the problem and contact the EXPRESS system administrators at the ALCs. The ALCs will be instructed to use a manual process until DISA can resolve the problem or move J025A to a remote site.

7.7.2.1. The ALCs will use one of the following options if the problem is only expected to last one or two days.

7.7.2.1.1. The SOR can opt to do nothing if they have enough work in the shops. No assets will be funded or moved into the shop on that day.

7.7.2.1.2. The SOR can manually load the D035K Express Table with the data EXPRESS passed to J025A. On the next day the Fixer or Workload Manager will alter the EXPRESS quantities during intervention to cover the workload brought in to support the prior day's requirements. When J025A FTPs the file back to EXPRESS the SOR will decrease the quantities on the D035K Express table file so they only reflect the current days requirements before EXPRESS passes the file to D035K.

7.7.2.1.2.1. The DMAG Acceptor will monitor the POs to make sure everything gets funded. If any of the items from the prior day error out when J025A edits the data a PO will not be built. The DMAG Acceptor will work with the responsible person(s) to correct the error and ensure the workload gets funded.

7.7.2.2. If the problem is expected to last more than one or two days, the SOR will identify the EXPRESS requirements to the SMAG DREP Initiator so they can manually write a project order.

7.7.2.2.1. The SOS DREP Initiator will send (FAX) the form to the Certifier. The Certifier will post the commitments in CPAS/H103, sign the paper PO, and send (FAX) it to the DMAG Acceptor.

7.7.2.2.2. The DMAG Acceptor will sign the paper copy and send it the DFAS Finalizer and SOS DREP Initiator. The DFAS Finalizer will post the obligation in CPAS/H103. The DREP Initiator will hold the paper copy until J025A comes back on-line.

7.7.2.2.2.1. J025A provides a PO amendment number that G004B needs to load the information into the maintenance systems. Amendment numbers are not available until the SOS is able to input the POs into J025A.

7.7.2.2.2.2. Each ALC will establish an individual in J025A to act as the J025A Initiator, Approver, and Acceptor for the contingency process. They will input the hand scribed PO in J025A and initiate the PO under path 3. They annotate the names and dates of the individuals (Initiators, Approvers, Certifiers, Acceptors, and Finalizers) who signed the paper copy of the PO on the Initiator's page. The PO will go to history in the correct area. After acceptance a PO amendment number will be assigned and passed to G004B. The project order will be in the system and does not have to be worked off line. The SOS Initiator needs to provide the amendment number to the DMAG Acceptor.

**7.8. Close Out Policy.** At the end of the fiscal year several of the data systems require time to close out and prepare for the next fiscal year. These systems are not used solely in support of DREP. Local year-end close out teams should be established to plan specific procedures. The proposed schedule should consider all areas using these systems.

7.8.1. HQ AFMC/FMR will publish a close out date, which identifies the last day to process routine funding actions.

7.8.2. Organic maintenance execution. The SOS reviews DREP execution at their SORs, including non co-located SORs. Altering the burn rate data allows the SOS to provide additional funding, if available, to the SOR by an AFMC agreed upon close out date. After that date the SOS should limit further funding actions to emergency situations only.

7.8.2.1. CPAS/H103 can not close out until 30 Sep. CPAS is not available for the next fiscal year until all sites receive their final disbursement indicators from DFAS. These expenditures are part of the end-of-year processing. Before the year-end programs can run, end-of-year business must be complete. Each site may have a different closing date. As a general rule, this process is not completed until around 7-15 Oct. The ALCs will track their initiations, commitments, and obligations until CPAS is available for the next fiscal year.

7.8.2.2. EXPRESS determines the repair execution requirements for organic DREP items. All repair recommendations will be accepted into maintenance by the AFMC agreed upon date. The capacity and funds portions of the EXPRESS supportability module should be increased to generate repair recommendations for the remainder of the fiscal year. On the AFMC agreed upon date, the burn rate data is zeroed out to prevent the generation of additional repair recommendations. The EXPRESS distribution module continues to run after the burn rate data is zeroed out. Prior to the first day of the fiscal year, the SOS's FM Funds Manager will furnish the DMAG Acceptor with their burn rate data. The DMAG Acceptor will input the data into EXPRESS in time for processing on the first day of the fiscal year.

7.8.2.3. The G004B and the G004L systems remain open through the last day of the fiscal year to capture funding, expenses, and all assets brought into work. G004L availability for the next fiscal year is ALC specific and contingent on the completion of the ALC's data inputs.

7.8.2.3.1. J025A cannot build an on-line PO for the next fiscal year without G004L data. The SMAG FM Funds Managers will work with their Product Directorates and provide manually initiated POs or letters of intent to their SORs. The SMAG can not provide actual funding to the DMAG until the unit cost target and the CA for the next fiscal year are received and the CA is loaded into CPAS/H103.

7.8.2.4. The J025A system remains open through the last day of the fiscal year to support emergency situations. J025A retains the 30 Sep date, until all the ALC system administrators tell the functional OPR that end of fiscal year actions are complete. When all are complete, the J025A functional OPR allows the date to change.

## Chapter 8

### QUALITY PERFORMANCE MEASURES

**8.1. Purpose.** This instruction provides guidance, procedures, and responsibilities for the AFMC/LG DREP Quality Performance Measure (QPM) Program. QPMs are designed to document and consolidate the developmental planning, implementation, data collection, and analysis activities necessary to achieve effective results from the Depot Repair Enhancement Program (DREP) within AFMC.

8.1.1. Scope of QPMs. The development, selection, tracking, reporting, and evaluation of individual QPMs and indicators at both depot and customer level become increasingly important as DREP evolves and matures. Adjustments to the measurement process will be inherent as new QPMs are developed, as new or modified data systems are deployed, and data is accumulated and analyzed. Improvement opportunities will be researched, staffed, and incorporated into this instruction when necessary. The QPMs in this chapter are recommended and based on the DREP Prototype (PACER LEAN) experiences. The ALC/CCs and PDs should determine which QPMs they will use and the reporting criteria.

8.1.2. Goals of QPMs. Provide management the information and data necessary to make accurate and timely decisions throughout the logistics process. Analysis of QPM information will afford managers the opportunity to make effective decisions for short-term results as well as drive process changes for long-term correction of problems. QPMs should reinforce goals, evaluate progress, highlight road-blocks, and influence desired behavior.

#### 8.2. Definition of Terms.

8.2.1. QPMs. QPMs are objective indicators that define program or process effectiveness and/or efficiency and are directly tied to program results. QPMs are tools which, by themselves and in isolation, do nothing, and more importantly, drive nothing. Only leaders and managers acting upon accurate QPM information, using a defined strategy or action plan, can drive the desired actions or behavior. QPMs cover a very broad spectrum of repairable and serviceable assets at various stages of the logistics pipeline and measure specific segments of time at those points. QPMs will be collected, analyzed, and reported to the Product Directors and ALC commander on a monthly basis.

8.2.2. Indicators. Performance indicators provide the peel-back information that managers and decision-makers require to gauge or check specific logistics pipeline segments and make mid-course, subtle adjustments. Indicators usually provide an early warning sign that something is not right.

8.2.3. Customer QPMs. Measure the effectiveness of service to the customer from a source of supply (SOS) or source of repair (SOR).

8.2.4. Depot QPMs. Measure the effectiveness of shops, as a SOS or SOR, in providing a service to the customer.

**8.3. Philosophy of QPMs.** Measuring everything tends to be more damaging than measuring nothing. Quality Performance Measures and indicators that are properly developed, analyzed, and linked to the critical key success factors will lead to a more effective and efficient customer-focused logistics process. The goal of AFMC is to develop specific measures that will show detailed trends. When properly analyzed and interpreted, QPMs will serve as a mechanism to drive behavior consistent with Command

goals. QPMs will be routinely posted throughout employee work areas in order to provide direct feed-back and incentives for continuous improvement. The 1993 Government Performance and Results Act (GPRA) mandates outcome, results-oriented performance agreements and performance measurement as a part of the daily management process. QPMs provide decision-makers throughout the organization with the information necessary to effectively and efficiently manage their area of responsibility.

**8.4. QPM Data.** Data is collected each month and collated into a monthly report for the Product Director and ALC/CC. The following measures and information are recommended:

8.4.1. MICAP Incidents and Hours: Identifies what NSNs that have been experiencing a high rate of MICAP hours and incidents for the Fixer and MMs.

8.4.1.1. Data points: MICAP incidents, MICAP hours, and hours per incident.

8.4.1.2. Data source: WISMIS RAM (D165B).

8.4.1.3. Analysis: Summary of what is causing deviations in the measurement. The Fixer and MM are responsible for providing the analysis for their respective NSNs.

8.4.1.4. Collected by: Fixer and MM (rolled up by branch, Product Director, etc.)

8.4.2. Base Issue/Stockage Effectiveness for all MAJCOMs by Depot Shop: Measures the average percent of time base supply issues a serviceable part when a requisition is received for all MAJCOMs.

8.4.2.1. Data points: Issue Effectiveness, number of items issued, number of demands, and stock-age effectiveness.

8.4.2.2. Data source: Base SBSS information collated at MAJCOMs.

8.4.2.3. Analysis: Summary of NSNs causing unacceptable deviations in the measurement. The analysis is accomplished by the shop and used to identify CA causes and solutions to the problem.

8.4.2.4. Collected by: The fixer collects this information and is rolled up to the Product Directorate.

8.4.2.5. AFLMA's system for tracking base issue/effectiveness at the NSN level is found at [http://www.il.hq.af.mil/aflma/lgs/lgs\\_done.html](http://www.il.hq.af.mil/aflma/lgs/lgs_done.html) Project Title: NSN Issue/Stockage Effectiveness (follow-on) Study, Project Number: LS199919500

8.4.3. Customer Wait Time: Measures average time to replenish stock from depot to the base.

8.4.3.1. Data points: Total number of assets, percent that are 0 to 5 days, percent that are 6 to 20 days, percent that are 21 to 100 days, percent that are over 100 days, and average number of days.

8.4.3.2. Data source: DLA LMARS system.

8.4.3.3. Analysis: Summary of cause(s) of deviations in the measurement.

8.4.3.4. Collected by: Materiel Manager Team Lead.

8.4.4. Retrograde Time, Base to Source of Repair: Measures pipeline segment from unserviceable turn-in to base supply, through base traffic management, movement by the carrier to the source of repair. Measure ends with the receipt of the item by DLA or the contractor.

8.4.4.1. Data points: Average days and number of assets.

8.4.4.2. Data source: Tracker

- 8.4.4.3. Analysis: Summary of cause(s) of deviations in the measurement.
- 8.4.4.4. Collected by: Materiel Manager Team Lead.
- 8.4.5. Source of Supply (SOS) Requisition Response Time: Measures the length of time required by the MM to issue a serviceable part from the CSI once a requisition is received.
  - 8.4.5.1. Data points: Total number of assets, percent that are issued in 0 to 1 day, percent that are issued in 2 to 10 days, percent that are issued in 11 to 20 days, percent that are issued in over 20 days, and average number of days.
  - 8.4.5.2. Data source: D035 and LMARS (future source – WSMIS/PTAMS/Tracker).
  - 8.4.5.3. Analysis: Summary of cause(s) of deviations in the measurement.
  - 8.4.5.4. Collected by: Materiel Manager Team Lead.
- 8.4.6. Depot Shop Flow Time: Measures the time from when the shop receives a reparable until it is closed out as a serviceable.
  - 8.4.6.1. Data points: Maintenance time, queue time, and number of assets.
  - 8.4.6.2. Data source: Inventory Tracking System (G337).
  - 8.4.6.3. Analysis: Fixer/SSC provides summary of cause(s) of deviations in the measurement.
  - 8.4.6.4. Collected by: Fixer/SSC.
- 8.4.7. AWP Quantities: Measures the total number of assets in AWP (non-parts supportable) condition.
  - 8.4.7.1. Data points: Number of assets in AWP from 0-30, 31-60, 61-90, 91-120 and number of assets in AWP over 120 days.
  - 8.4.7.2. Data source: D035K (Future Q303)
  - 8.4.7.3. Analysis: SSC provides summary of cause(s) of deviations in the measurement.
  - 8.4.7.4. Collected by: SSC.
- 8.4.8. Transit Times: Shop to CSI: Measures the time required to move a serviceable asset from the repair shop to the CSI. Pick, pack and ship: Measures the time required to pull asset from CSI, pack it for shipment, and be picked up by the carrier at the DLA depot. Transit time: Measures the time from carrier pickup at DLA depot to receipt at the base.
  - 8.4.8.1. Data points: Shop to CSI, pick, pack, and ship time, and time to carrier.
  - 8.4.8.2. Data source: DLA.
  - 8.4.8.3. Analysis: DLA provides summary of what is causing significant deviations in the measurement.
  - 8.4.8.4. Collected by: DLA and provided to central QPM focal point
- 8.4.9. SSC Issue Effectiveness: Measures the percentage of time a serviceable part is issued when an order is placed. Measures issue effectiveness as a percentage of orders filled compared to orders placed.

8.4.9.1. Data points: Issue effectiveness is defined as the number of line items issued divided by the number of line items issued plus the number of line items backordered.

8.4.9.2. Data source: Issue and Stockage Rates Report

8.4.9.3. Analysis: SSC provides summary of cause(s) of deviations in the measurement.

8.4.9.4. Collected by: SSC.

**8.5. Standards.** Air Force, HQ AFMC or ALC standards are mandatory on QPM charts.

**8.6. Analysis.** Once data is collected, it must be analyzed to discover the reason for negative trends so corrective action can be taken. Segments of the logistics supply pipeline are co-dependent and interrelated. Detailed analysis provides the explanatory link between co-dependent processes and overall pipeline performance. Analysis begins at shop level because the shop should have the most thorough understanding of why a particular measure is moving in a certain direction.

8.6.1. The purpose of the analysis is to provide a brief, insightful assessment of why a measure is moving in a certain direction and what action can be taken to correct known problems. The purpose is not to place blame or explain the 5-10% extreme worst actors (outliners). If goals are being met, no analysis is required. For example, it is perfectly acceptable to acknowledge and mention data (e.g., six out of 300 requisitions consumed an average of 225 total O&ST days and drove the monthly average from 21 days up to almost 30 days.) However, this should not be the only analysis. Put a chart "bullet" beside that remark and provide the over-arching analysis for the measure. Providing a NSN by NSN listing of the worst actors for a given measure may be very relevant at shop level and is very important information to pass on to the appropriate personnel who can influence the particular problem(s). However, in most cases, it simply does not address what the overall critical issues really are or the cause-and-effect relationship behind the overall measurement data.

8.6.2. ALCs will conduct meaningful and frequent "local" analysis to facilitate responsiveness to real-time problem areas and customer demands. Thorough and detailed local analysis is critical to maintaining operational control and implementing proper corrective action to pipeline deficiencies. Shop-level process/measurement owners are the vital link to the accurate and timely reporting of QPM data and continuous improvement efforts.

**8.7. Reporting.** Several components comprise the overall QPM initiative: measures, collection methods, frequency of reporting, 'owners' of the measures, and the links to the key success factors. All of these components are vital in the reporting process.

8.7.1. Reporting QPMs to HQ AFMC will be by exception. HQ AFMC OPRs will have access to systems with performance data and should review trends and work with ALCs to resolve problems and constraints to the process.

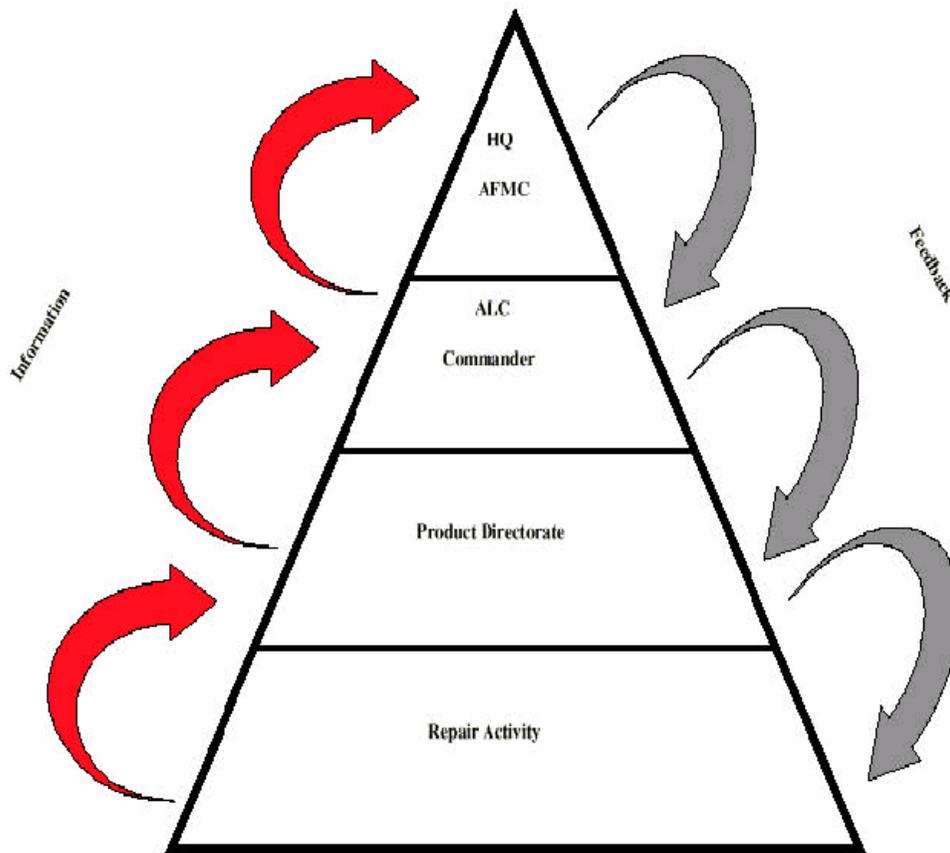
8.7.2. Reporting is a two-fold process. QPM data is fed 'up' the chain from shops and MMs to the Product Directors and ALC/CC in the form of measurement data with performance analysis, then passed back 'down' the chain with any questions, comments, or recommended action initiatives. See [Figure 8.1](#).

8.7.3. Monthly QPM data will be forwarded from the Product Directors to ALC/CC no later than the 20th day of the following month (i.e., September data will be received by the ALC/CC by 20 October).

8.7.4. It is absolutely critical that all information fed up the chain be timely, accurate, and complete. Fixers and MMs will include all data and as much of a narrative analysis as possible to provide insight for subsequent analysis.

8.7.5. ALCs will record and track any corrective actions taken to amend/improve pipeline processes. This is done to verify that the proper problems were identified, and the corrective actions taken were appropriate and beneficial. This is important for historical purposes and for cross-flowing information between ALCs.

**Figure 8.1. Measurement Visibility.**



## Chapter 9

### DATA SYSTEMS

**9.1. Purpose.** This chapter provides information, guidance, and direction for the DREP standard suite of data systems.

**9.2. Operating Systems Overview.** DREP will use a standard suite of supporting systems to facilitate all the process and workload changes addressed in the DREP program. In addition to continued use of legacy data systems and the selection of the Inventory Tracking System (ITS) as the command standard shop floor tracking system, additional supporting systems were developed and selected for use as part of a baseline suite of systems. Not all systems required to support the DREP process are included in this chapter.

9.2.1. DREP Deployment built upon the approved standard suite of systems used for PACER LEAN. The PACER LEAN demonstration applied a new methodology of data system management that employs requirement management, strict configuration control, and a process support lab to validate system functionality and test systems interoperability. The PACER LEAN software suite focused on DREP principles, specifically “repair on demand,” and increased user and customer visibility.

9.2.2. To support the DREP daily execution process, several new tools were prototyped. Execution and Prioritization of Repair Support System (EXPRESS) and ShopPro are the only new tools that are a part of the initial DREP deployment.

9.2.3. HQ AFMC/LGN and ESC/IL share primary responsibility for DREP systems management. They receive requirements, guidance, and information from HQ AFMC Functional OPRs.

**9.3. DREP Software Suite Deployment/Reengineering, Level I and Level II.** In order to support roll out of DREP principles rapidly, systems deployment was divided into two segments. Level I was intended to support implementation of EXPRESS and ShopPro to facilitate expansion of DREP in AFMC. D035E (RBL) complements this process. Level II is a concurrent, ongoing effort intended to modernize software applications and reduce system redundancies. Critical changes to systems not in the suite will be managed and prioritized on the same level as critical changes to systems that are in the suite.

9.3.1. New Systems for DREP Deployment The DREP suite of new systems includes:

9.3.1.1. EXPRESS (D087X.) See paragraph 9.4. for system description.

9.3.1.2. ShopPro (D087S.) See paragraph 9.5. for system description.

9.3.1.3. Readiness Based Leveling (RBL) (D035E.) See paragraph 9.10. for system description.

9.3.1.4. Repairability Forecast Model (D357)

9.3.1.5. LGP Data Mart (Q303)

9.3.2. Legacy Systems for DREP. The DREP suite of legacy systems includes:

9.3.2.1. Automated Contract Preparation System (ACPS). Automates the preparation of solicitations, contractual documents, and almost the entire pre-award phase of the buying process. ACPS allows each local activity to establish and maintain certain unique information about its site. These parameters are used by various processes in ACPS and can be changed to fit each site. Multiple

parameters are available which allow many different activities to share the same system. The menu assisted data entry system (MADES), automated abstracts, and automated DD 350 reports are some of the programs that reside on the ACPS system. For detailed information, see Data System Assignment Directory.

9.3.2.2. D035A, Item Manager Wholesale Requisition Process (SC&D-IMWRP). Provides immediate stock control decision making for customer requisitions, optimal distribution of stocks, and local asset visibility. For detailed information, see AFMCM 171-124, *Item Manager Wholesale Requisition Process (D035A)* and AFM 67-1, Volume 3, *Miscellaneous Material Management Procedures*, Part 3.

9.3.2.3. D035C, Recoverable Assembly Management Process (SC&D-RAMP). Provides visibility of Air Force recoverable assets and levels, materiel usage, in-transit control, and stock number history data from shipment to receipt. For detailed information, see AFLCM 171-134, *Recoverable Assembly Management Process (RAMP) – D035C* and AFM 67-1, Volume 3, Part 5.

9.3.2.4. D035K, Wholesale and Retail Receiving and Shipping (SC&D-WRRS). Provides a variety of functions that include computing retail requirements, property accounting, cataloging and management data, and data visibility. For detailed information, see AFM 67-1, Volume 3, Part 2. D035K provides the retail and wholesale daily asset balances to EXPRESS. EXPRESS interfaces to the D035K Express Table for daily repair recommendation quantities. The management of AWP assets and their corresponding requisitions reside in D035K.

9.3.2.5. D200, Recoverable Consumption Item Requirements System (RCIRS). Provides peacetime and wartime readiness requirements, item status (buy, repair, termination, or disposal), and on-line file maintenance and interrogations. For detailed information, see AFMCM 171-4, *Recoverable Item Input Validation System (D200. /CC)* and AFMCMAN 23-1, *Recoverable Consumption Item Requirements System*.

9.3.2.6. D200A, Recoverable Item Input Validation System (RIIVS). Verifies the accuracy of data prepared by other interfacing systems for input to D200. For detailed information, see AFMCM 171-4, and AFMCMAN 23-1.

9.3.2.7. D200B, Recoverable Item Simulation Capability (RISC). Provides the ability to re-compute selected recoverable consumption items (simulation of D200). For detailed information, see AFMCM 171-155, *Recoverable Item Simulation Capability (RISC) (D200B/QE)*.

9.3.2.8. D067, Defense Materiel Utilization & Disposition Program Management System (DMUDP). Provides reclamation and disposal data and processes excess against requirements. For detailed information, see AFLCR 171-162, *Defense Materiel Utilization & Disposition Program Management System (D067)* and AFM 67-1, Volume 3, Part 1, Chapter 9.

9.3.2.9. D087E, Weapon System Management Information System (WSMIS), Supportability Analysis and Visibility (SAV). Provides web access for unclassified users that support the joint logistical focus to support the warrior. Designed to enable Supply Chain Managers to more easily identify and resolve support problems. SAV is an on-line computer generated information data system that displays current and historical data for recoverable items including insurance and Numeric Stockage Objective (NSO) items with a valid Air Force NSN. Data is stored and maintained in the Weapon System Management Information System (WSMIS) SAV database. Currently, the two reports available in SAV are:

9.3.2.9.1. Problem Indicators (PI) Report. Displays asset and requirements data for selected NSNs. The report covers all time periods and rolls the data up to the Sub-Group Master NSN. The report enables the user to review and evaluate which items are receiving inadequate support.

9.3.2.9.2. Location of Assets (LOA) Report. Displays asset requirements and on-hand quantities at each worldwide location for selected NSNs. The data is rolled up to the Sub-Group Master NSN. Data is displayed for each SRAN and includes RO, POS, and WRM levels. On-hand assets are divided into serviceable, unserviceable and in-transit categories. MICAP hours and incidents over the past month are also included to show the impact of stock shortages at each base. The report enables the user the ability to detect asset mal-distribution conditions and take appropriate actions to effect redistribution in the event of critical shortages.

9.3.2.9.3. Further information on WSMIS/SAV can be found in the User's Guide at <http://www.wsmis.day.disa.mil>.

9.3.2.10. G009, Government Furnished Material Transaction Reporting System (GFMTRS). The purpose of this contractor inventory system is obtain timely and accurate data relative to inventory used in support of repair, overhaul, modification and other types of contracts involving government owned or funded materials. The system provides products and reports which improve the inventory and accounting visibility over contracts using government funded materials. Input data received from contractors and production management specialists is processed daily and consists of receipts, issues, transfers, overhaul and modification contracts. This data includes information on condemnations, repairs, and other transactions relating to the inventory usage of government furnished materials. The system edits all input transactions to ensure the validity of the master files which are updated during weekly processing and are used to produce the monthly products. The system provides accurate and inclusive products and reports on government furnished material and item inventory, issues, and funding associated with Air Force repair. For detailed information, see AFMCM 171-266, *Government Furnished Material Transaction Reporting System (G009/MS)*.

9.3.2.11. G337, Inventory Tracking System (ITS). For detailed information, see AFMCM 171-419, *Inventory Tracking System (G337/QN)* and AFMCM 66-419, *Inventory Tracking System G337 (Users Manual) System Maintenance*.

9.3.2.12. G402A, Exchangeables Production System (EPS). For detailed information, see AFMCM 171-411, *Exchangeables Production System (G402A/QR)* and AFMCM 66-411, *Exchangeables Production System (G402A)(Users Manual)*.

9.3.2.13. H103, Central Procurement Accounting System (CPAS). CPAS is an on-line, transaction processing management and accounting system. It controls the program, budget, and fund authorizations for allocation of funds. For detailed information, see AFMCM 171-417, *Central Procurement Accounting System (H103/UC)*.

9.3.2.14. J016, Base Contracting Automated System (BCAS). BCAS provides a standard, on-line, real-time automated capability to edit and process purchase requirements. For detailed information, see AFM 171-333, *Base Contracting Automated System Program Maintenance Manual*, and AFCSM 64-333, *Base Contracting Automated System Software Users Manual*.

9.3.2.15. J018, Contracting Information Database System (CIDS). CIDS consists of terminals, software, and a network for on-line access and analysis of contractual data in the J041 system. For detailed information, see Data System Assignment Directory.

9.3.2.16. J025A, Automated Project Order (APO). An on-line system that automates the generation of AFMC Form 181 and provides audit history and management reports. J025 uses "Focus" as a DBMS. Some features of J025 include the automation of AFMC Form 181, **Project Order**, OPR control of funds allocation, and automatic closeout reporting. It provides audit history and management reports. For detailed information, see Data System Assignment Directory.

9.3.3. Functions. AFMC/LGN is the OPR for ensuring functionality issues are addressed. They also orchestrate the consolidation of all facets of systems development. All proposed changes to the DREP Process Model and standard suite of systems must be submitted to LGN in accordance with the *Requirement Management Plan for the DMAG/SMAG Logistics Process, dated 5 Nov 99*. MSG is the OPR for DREP application software to include managing configuration of the systems and software associated with DREP. They also operate the non-legacy DREP systems. AFMC/SC is the OPR for addressing communications and infrastructure requirements. DISA performs legacy system operations for the DREP software suite.

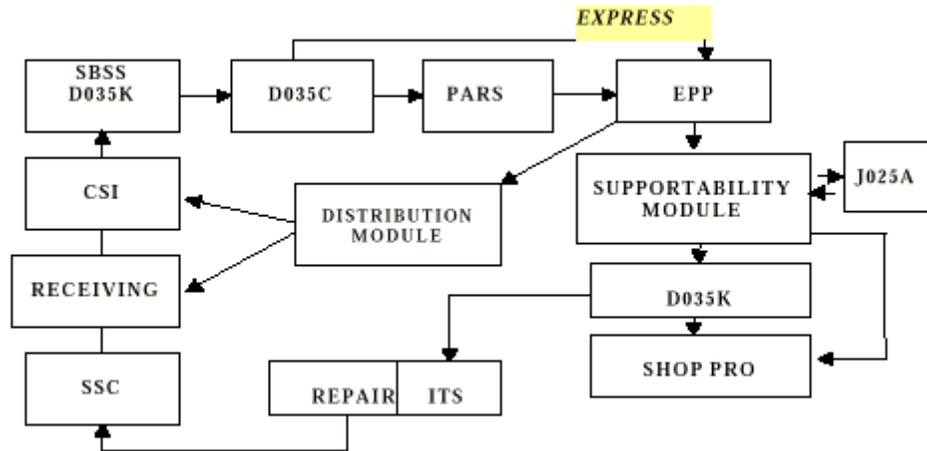
9.3.4. Critical Enhancements. Functional OPRs determine needed changes to the systems to provide minimally acceptable functionality to support DREP. These enhancements are documented as Communications and Information Systems Requirements Documents (C4RDs) in the Requirements Management (RM) Plan documentation.

9.3.5. Additional Funding Requirement. Additional funding may be required if C4RDs/ Discrepancy Reports (DRs) have not already been developed, analyzed, and funded to support acceptable functionality of legacy systems. These requirements are prioritized and funded via the approved RM process. Additional funding may be required for hardware and DISA services.

9.3.6. Hardware Requirement. Hardware for legacy systems is currently in place at the ALC Defense Mega Centers. All Pentium File Servers use Windows NT Operating System and MS SQL Server DBMS.

**9.4. D087X, Execution and Prioritization of Repair Support System (EXPRESS).** The primary purpose of EXPRESS is to use weapon system operating requirements and readiness targets as the driver for prioritizing repair and distribution of assets and to identify constraints affecting the repair process.

Figure 9.1. EXPRESS/Standard Suite of Systems.



9.4.1. EXPRESS description. EXPRESS is a daily execution system designed to make critical choices in a constrained depot environment. The system takes a fresh view of customer needs and the repair environment daily using current asset and resource information. System decisions are driven by today's overall asset and resource picture. An applied rule is that once an asset is moved into the repair shop, that repair is accomplished regardless of changing conditions and therefore will continue to completion unless the asset goes AWP or is stopped by exception. The EXPRESS Data Toolkit Users Manual can be found at <http://hqexpress01.day.disa.mil>

9.4.2. Visibility. The system has visibility of all recoverable NSNs loaded in the wholesale and retail systems and their location and condition.

9.4.3. Modules. EXPRESS consists of three functional modules: Prioritization of Aircraft Repairables (PARS), EXPRESS Prioritization Processor (EPP), and a Supportability Module. A brief description of each module follows.

9.4.3.1. Prioritization of Aircraft Repairables (PARS). PARS is used by the source of repair/sup-ply. PARS uses a mathematical model to prioritize repair and distribution of assets to the users from the source or the Consolidated Serviceable Inventory (CSI). PARS takes into account base flying activity, asset position, and command established aircraft availability goals.

9.4.3.2. EXPRESS Prioritization Processor (EPP). EPP sets priorities for the repair of items that are not addressed in PARS and combines all priorities into a single integrated list for each repair .shop. Assets that do not have aircraft availability goals are prioritized using "deepest hole" logic in an attempt to fill the most critical need first.

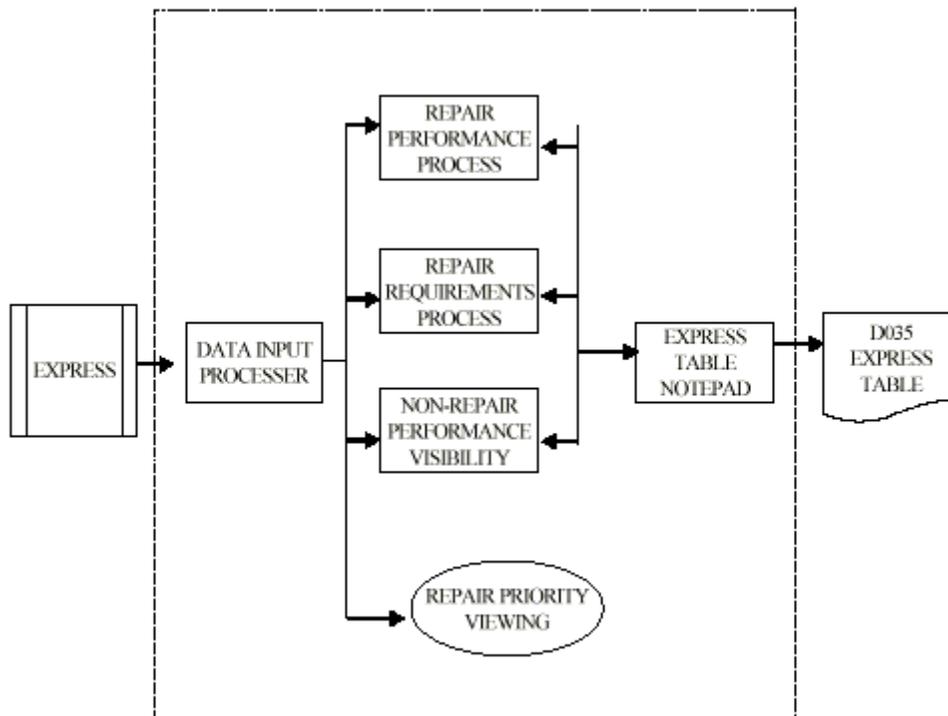
9.4.3.3. Supportability Module. The Supportability Module takes the prioritized repair list from EPP and determines whether the required items can be repaired based on four evaluation criteria: carcass availability, repair parts availability, repair funds availability, and shop capacity (repair resources) availability. Items that fail one or more of the entrance criteria are identified to Shop-Pro. ShopPro is an automated system used by workload managers to resolve supportability constraints.

9.4.4. EXPRESS Customer Visibility Tool. The EXPRESS Customer Visibility Tool provides direct access to the EXPRESS database and provides the customer with the most up-to-date EXPRESS information available. The Customer Visibility Tool is accessible through a World Wide Web site 24-hours a day, 7-days a week at <http://hqexpress01.day.disa.mil>.

9.4.5. EXPRESS Business Rules. For the most current version of the business rules governing the logic for EXPRESS, reference <http://hqexpress01.day.disa.mil>.

**9.5. ShopPro.** ShopPro is a tool to support the reengineered workload management process in the repair shop. Depot workload management is one of the six major AFMC processes that have been reengineered. Workload management is the interface between a requirement determination and production management. It is currently a set of jobs and functions which determine the ability of a repair shop to perform a given repair requirement by monitoring and managing the availability of funds, carcasses, parts and maintenance resources. The Workload Manager will use ShopPro, as the primary tool. See [Figure 9.2.](#)

**Figure 9.2. ShopPro Overview.**



9.5.1. The major functions of ShopPro are repair requirements and pipeline data. The descriptions are:

9.5.1.1. Repair Requirements. Display of a prioritized list of items that need to be repaired by a particular shop along with the capability of the shop to begin repairing each individual item.

9.5.1.2. Pipeline Data. Display of the segments of the supply chain, or pipeline, outside the shop to aid in identifying other problems that might need to be addressed.

**9.6. Inventory Tracking System (ITS), G337.** ITS is an on-line, real-time computer system that provides the capability to manage and track shop workloads, induct end items into the appropriate shops, and track the end items and their sub-assemblies/components through the disassembly, repair, and assembly processes. The system may be used in planning workloads and repair processes and rough-cut capacity planning. The system will be used for actual shop flow time tracking and reporting. It allows instant visibility of all assets and requirements, and contains extensive management reports.

**9.7. Exchangeables Production System (EPS), G402A.** EPS is designed to meet many requirements of the Maintenance Materiel Management and Scheduling functions. EPS provides EXPRESS with two daily files that supply end item OWO and AWP quantities. EPS interfaces with ITS for end item induction and sales.

**9.8. Standard Base Supply System (SBSS), D002A.** The Standard Base Supply System (SBSS) is an accounting system that includes standardized computer equipment, programs, procedures, and supply policy. This system provides base activities with their supply needs and accounts for supplies, equipment, POL, munitions, and clothing. With the SBSS, personnel can track every item in the Supply System through standardized programs and procedures. Under this system, Supply and Accounting and Finance (A&F) share common item and financial records stored in the SBSS database. Both Supply and A&F input data to get information about supply management, appropriation, general ledger, expense, and financial inventory accounting. The SBSS, like any supply system, involves basic transactions. These include filling issue requests for supply items, requisitioning items when there are not enough in stock to fill requests or maintain stock levels, processing items that personnel have turned in, handling backorders and shipments, and taking inventory.

**9.9. Readiness Based Leveling (RBL), D035E.** RBL computes user stockage levels for recoverable items and provides the levels to the recorded users. The centrally computed levels are used in lieu of levels computed by each individual user. To compute the central levels, D035E receives usage data and requirements data from interfacing systems. The usage data are concerned with areas such as daily demand rates (DDR), percent base repair (PBR), base repair cycle time (BRCT), and order and ship time (O&ST). Requirement data cover areas such as special levels and portions of the D200 system's data. The D035E system computes a series of successive allocations and then computes optimum levels on the D200 computed quantity remaining after each depot allocation based on a reduction of expected base-level backorders. The computed levels, giving the lowest worldwide total base-echelon expected backorders, are provided to the users. When received, the levels are loaded at the customer SRANs and used in their requisitioning process. Data is computed on the 20th day of each quarter (20 Jan, 20 Apr, 20 Jul, and 20 Oct).

9.9.1. RBL is designed to allocate the worldwide requirement among Air Force bases and the depot to minimize base expected backorders. RBL levels replace SBSS and D035K demand levels. It was developed to remedy shortfalls in the level setting process for Air Force bases. The RBL process consists of three segments. First, base and depot information is collected by RBL for later computations. Second, RBL runs a model that uses decision logic to decide how the allocation quantity should be divided among base and depot users. Third, RBL sends output data to the data systems and users. RBL uses Redistribution Orders (RDOs) to reallocate and move assets.

9.9.2. Insufficient or Invalid ASLs. If the base/depot MM approved adjusted stock levels (ASL) are insufficient or invalid; an RBL recomputation is required. The base/depot will input the XE4 (load ASL) by adding a letter "I" in record position 67. The "I" identifies the ASL was previously approved and input but is no longer in the D035E ASL file.

9.9.3. Insufficient D200 Calculated Requirement. If the D200 calculated requirement is not sufficient to cover the actual base/depot requirements, the MM will research and process a D200B, if appropriate. If a change is needed as a result of a D200B, coordination through the ALC OPR and HQ AFMC will be accomplished to effect the change. This action will not resolve the problem for the current RBL cycle, but it will correct the "insufficient requirement" condition for future RBL cycles. The D200B information will need to be file maintained in the next D200 cycle.

**9.10. Repairability Forecast Model (RFM), D357.** RFM performs a material forecast simulation of component item requirements over quarterly time buckets for a variable end item maintenance repair requirements. RFM models the supplier chains of AFMC Depot Maintenance organizations to identify current and/or future component item shortfalls for active job order numbers at AFMC depots.

**9.11. LGP Data Mart (Q303).** LGP Data Mart provides a data warehouse environment to access data and transform IT into an optimized architecture that provides corporate-level information on the daily activities of LGP. This data warehouse will be available to LGP staff to extract information, create reports, provide online analytical processing (OALP), and respond to information requests from AFMC Command-Level staff, HQ Air Force staff and DOD elements. ITS user manuals are; COGNOS IMPROMPTU ADMINISTRATOR; COGNOS IMPROMPTU USER; COGNOS POWERPLAY ADMINISTRATOR; COGNOS POWERPLAY USER; LGP DATA MART USER'S MANUAL.

THOMAS W. BATTERMAN, SES  
Deputy Director, Directorate of Logistics

**Attachment 1****SELF INSPECTION LIST  
DEPOT REPAIR ENHANCEMENT PROCESS  
(DREP) (AFMCI 21-129)  
OPR: HQ AFMC/LGPP****ORGANIZATION:**

1. Is the organization manned and structured in accordance with the current organizational chart? (para 2.8)
2. Are the Standard Position Descriptions (PDs) in use and are grade levels appropriate? (para 2.6.)
3. Are approved waivers on file for deviations from the standard plan? (para 2.6.)
4. Does the American Federation of Government Employees (AFGE) participate in the DREP process as outlined in the *Memorandum of Agreement (MOA) Depot Repair Enhancement Program (DREP) Deployment, 7 September 1997*. (para 2.3.)

**KNOWLEDGE:**

5. Is the Product Director knowledgeable on the DREP process? (para 2.6.2.)
6. Does the Product Director follow DREP process? (para 2.6.2.)
7. Is the Production Division Chief knowledgeable on and does he/she follow the DREP process? (para 2.6.4)
8. Is the Fixer knowledgeable on and does he/she follow the DREP process? (para 2.6.5)
9. Is the SSC Chief knowledgeable on and does he/she follow the DREP process? (para 2.6.10)
10. Is the Material Planner knowledgeable on and does he/she follow the DREP process? (para 2.6.10.2)
11. Is the Production Material Technician knowledgeable on and does he/she follow the DREP process? (para 2.6.10.4)
12. Is the SSC Item Manager knowledgeable on and does he/she follow the DREP process? (para 2.6.10.5)
13. Is the Workload Manager knowledgeable on and does he/she follow the DREP process? (para 2.6.10.1)
14. Is the Material Examiner knowledgeable on and does he/she follow the DREP process? (para 2.6.10.3)
15. Is the knowledgeable on and does he/she follow the DREP process? (para 2.6.10.3)
16. Is the Material Examiner knowledgeable on and does he/she follow the DREP process? (para 2.6.10.)
17. Is the Contracting Officer knowledgeable on and does he/she follow the DREP process? (para 2.6.13.)
18. Is the Material Manager knowledgeable on and does he/she follow the DREP process? (para 2.6.11.)

19. Is the Management Analyst knowledgeable on and does he/she follow the DREP process? (para 2.6.9.)
20. Is the Production Branch Chief knowledgeable on and does he/she follow the DREP process? (para 2.6.6.)
21. Is the Production Section Chief knowledgeable on and does he/she follow the DREP process? (para 2.6.7.)
22. Is the Production Planner (Industrial Engineering Technician) knowledgeable on and does he/she follow the DREP process? (para 2.6.8.)
23. Is the Financial Manager knowledgeable on and does he/she follow the DREP process? (para 2.6.12.)
24. Has Process training been provided to team members? (para 2.2.9.)
25. Has Functional training been provided to team members? (para 2.2.9.)

**PROCESS/INFORMATION TECHNOLOGY:**

26. Is the Standard Suite of Systems used to manage workload? (para 4.2.2.5.)
27. Is EXPRESS being used properly to induct reparable? (para 6.6.)
28. Are manual interventions in EXPRESS run only for authorized reasons? (para 4.8.1.)
29. Is ITS used to track work through the production shops? (para 9.9.)
30. Are authorized ITS delay codes used to track work through the production cycle? (para 9.9.)
31. Is the Awaiting Parts Process (AWP) in accordance with standard guidance? (para 5.7.8.)
32. Is SHOP PRO used by the production shops? (para 9.5.)
33. Is PARTS PRO used by the SSC? (para 9.6.)
34. Is the Process Change Request (PCR) used to request/manage proposed changes? (para 2.7.2.1)
35. Are Technical Data Local Procedures developed and followed to process, use and control technical data? (para 4.11.)
36. Is a Production Acceptance Certification (PAC) Program in place? (para 4.9.)
37. Are DREP meetings conducted IAW guidelines? (Chapter 6)
38. Are DREP meeting minutes published? (para 6.2.)
39. Is funds application process IAW guidelines? (Chapter 7)
40. Are QPM data collected, analyzed, and reported? (Chapter 8)