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This instruction provides policy relative to the organization and functions of Air Mobility Command (AMC) logistics support operations. It applies to AMC active duty units, reserve associate units, Air Force Reserve Command (AFRC), and Air National Guard (ANG) units away from home station on AMC missions. This instruction requires maintaining information protected by the Privacy Act of 1974. Executive Order 9397, 22 November 1943, authorizes using the Social Security Number (SSN) as a personal identifier. The SSN is required for positive identification of personnel.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

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Chapter 1

LOGISTICS READINESS DIVISION RESPONSIBILITIES

1.1. Logistics Readiness (LGR) Division is AMC's logistics component of the command and control (C2) system within the Tanker Airlift Control Center (TACC) and is the focal point for all aircraft logistics matters affecting current operations within the AMC C2 system. LGR works in unison with the Director of Operations (AMC/DO) and TACC mission managers. LGR is divided into two separate and distinct functional branches: Logistics Readiness Management (LGRM) and Logistics Readiness Control (LGRC).

1.1.1. LGRM branch is the single point of contact for AMC logistics mission support for daily missions, exercises, Special Assignment Airlift Missions, Joint Airborne/Air Transportability Training, the Joint Readiness Training Center, contingency, and theater augmentation. LGRM will determine logistics support requirements, then source, task, and manage deployed personnel, equipment, and supplies. LGRM support planners will deploy readiness spares package (RSP) resources as required, perform logistics execution planning and task use of pre-positioned command RSP assets, mission support equipment, general purpose vehicles and other resources in support of the above missions.

1.1.1.1. LGRM is responsible for implementing maintenance management, aircraft configuration, equipment management, and supply resources.

1.1.1.2. LGRM support planners develop requirements and task units for unit type codes (UTC) to logistically support all AMC missions.

1.1.1.3. All AMC logistics units to include en routes and detachments will provide HQ AMC/LGRM the status of the following equipment on a weekly basis: Deicers (Calivar & Reach All trucks), tow bars [C-141, C-17, C-5 (collapsible/rigid), KC-10A, KC-135, and MD-1 universal], and tow vehicles to include U-30, MB-2, etc. AMC-LGR (W) 9713 report symbol is the governing directive. Exception to this requirement is contractor owned equipment (e.g. Andrews AFB) that does not need to be reported. All applicable government equipment will continue to be reported.

1.1.2. LGRC branch is a 24-hour, 7-day a week operation that provides expeditious logistics support by initiating and controlling recovery actions for AMC, AMC-gained, and operational support airlift (OSA) aircraft that are not mission capable (NMC) or have reported mission essential (ME) discrepancies away from home station. LGRC supports aircraft recovery by expediting the movement of personnel, parts, and equipment (as applicable) through the transportation system to support Not Mission Capable (NMC) aircraft off station. LGRC has the authority to direct, control, and task subordinate units for personnel, parts, and equipment as well as coordinating transportation requirements. HOI 10-404, AMC Mobility Tasking, authorizes LGRC to verbally task units to expedite aircraft recovery.

1.1.2.1. LGRC will also support off-station trainers by coordinating repair with the aircraft home station. Owing units will support their respective aircraft with people and resources due to differences in mission funding.

1.1.2.2. LGRC will support CONUS-operating AMC Operational Support Aircraft (OSA)/Contractor Support Aircraft (CLS) when assistance is requested from the contractor. Normally LGRC assistance is limited to arranging military transportation for recovery resources. LGRC is not responsible for preparing appropriate contractor MRT orders.

1.1.2.3. The 89 AW and 375 AW perform all recovery actions for aircraft assigned to their units. LGRC will assist in recovery efforts of these aircraft if assistance is requested.

1.1.2.3.1. Andrews AFB contract maintenance is not tasked by LGRC for MRTs. The MRT responsibility resides with the contractor.

1.1.2.3.2. Any contracted parts requirements from Andrews AFB are shipped commercially.

1.1.2.4. When performing AMC missions, AFRC/ANG aircraft broken off-station receive full AMC/LGRC support. The Aircraft Commander or at AMC enroute locations, the MOC, is responsible for ensuring LGRC is notified of aircraft status. LGRC will coordinate recovery assistance requests for AFRC and ANG aircraft through the affected home station and /or ANGR. Per ANG/LG, for ANG C-5 aircraft (only) on AMC missions, in the event a one-time flight decision is necessary, the on-scene senior maintenance officer is granted approval authority to authorize down grade of a red X for a one-time flight. If there is no on scene maintenance officer, ANG/LG authorizes HQ AMC/LGR approval authority to down grade a red X for a one-time flight. When not performing AMC missions, the AFRC/ANG aircraft's home station is responsible for recovery of their assigned aircraft. If recovery requirements exceed availability of home station resources, the aircraft home station will provide a fund cite, and LGRC will assist in coordination of recovery operations.

1.1.2.5. LGRC will coordinate support for allied nation airlift aircraft NMC within the CONUS, Alaska, and Hawaii. Render support as prescribed in AFI 10-1001, *Civil Aircraft Landing Permits*; AFMAN 23-110, *USAF Supply Manual*, Volume 2; and TO 00-20-5.

1.1.2.5.1. The decision to support or not support allied nation airlift aircraft rests with the GP/CC or equivalent, at the location where logistics assistance is requested. If the GP/CC decides to assist the aircraft, the host unit will provide necessary maintenance and supply support. LGRC is authorized to move MRTs, parts, and equipment to support these recoveries. The Base Comptroller processes part vouchers and/or TDY reimbursement as prescribed in DFAS-DER 7070-3 and DFAS-DER 177-102.

1.1.2.5.2. Refer allied nation airlift aircraft support questions to the LGRC. LGRC will refer any unresolved issues to the Air Force Security Assistance Center or HQ AFMC Command Center for assistance.

1.1.2.6. LGRC is the focal point for Crash Damage or Disabled Aircraft Recovery (CDDAR) of AMC assets where en route capability is limited or does not exist. LGRC will coordinate with weapon system functional managers to determine MRT composition and equipment requirements, and then LGRC will task applicable units to provide assets. For OCONUS post accident investigation wreckage recovery responsibilities, refer to [Attachment 2](#), AMC OCONUS Post Accident Investigation Wreckage Recovery Checksheet.

1.1.2.7. LGRC acts as the HQ AMC/LG POC for emergency notification, recall, and other C2 duties as required.

1.1.2.8. LGRC will provide/coordinate maintenance advice to en route aircrews when requested using applicable technical orders and policy guidance. LGRC, FCC, senior AMC representative (as applicable) will update the local MOC with information on significant factors impacting the recovery of en route aircraft.

1.1.2.9. LGRC will coordinate with aircraft commander, flight engineer, crew chief, senior AMC representative (as applicable) to relay additional information required by MRTs. LGRC, FCC,

senior AMC representative (as applicable) will update the local MOC with information on significant factors impacting the recovery of en route aircraft.

1.1.2.10. LGRC directs and controls the recovery function by receiving and collecting information about broken aircraft that meet LGRC recovery involvement criteria as defined in **Chapter 3**. LGRC creates and maintains records of logistics status and delay history for each aircraft in the Global Decision Support System (GDSS). LGRC advises subordinate units when aircraft divert to or maintenance requirements are directed to their stations.

1.1.2.11. Successful and expedient recovery of delayed aircraft depends upon accurate and timely communication between field personnel and the LGRC. The primary means of relaying information between recovery sites and LGRC is via telephone. Use the following numbers to contact the LGRC. DSN, 779-1963; Toll Free Commercial 1-800-AIR-MOBL, option 9; Commercial, 618-229-1963; STU-3 576-2425. If normal telephone communication is unavailable, use the most expeditious means possible to contact the LGRC. Suitable systems include any of the following: Satellite Communications (SATCOM DAMA-3), Global Decision Support System (GDSS), International Maritime Satellite (INMARSAT) phone, FAX. MRTs may contact LGRC via DSN FAX (576-7907), Commercial FAX, (618-256-7907). LGRC possesses SIPRNET capability. Contact LGRC controllers for the specific address. Refer to **Chapter 8** for reach back communication CONOPS.

1.1.2.11.1. LGRC will direct deployment of International Maritime Satellite (INMARSAT) phones, or other similar devices capable of global voice communication when tasking MRT's to locations with questionable communications support. Deployed communication systems are for official use only.

1.1.2.12. LGRC will confirm maintenance recovery requirements to include all supply, MRT, and equipment needs and will confirm support capability at the aircraft location. LGRC will then direct the tasked MOC to obtain a maintenance history and provide a copy to the MRT to prevent unneeded trouble-shooting or maintenance.

1.1.2.13. LGRC will utilize AMC RSS for supply searches to locate required repair assets. If assets are located within USAFE, or PACAF (as applicable), coordinate release of assets with the applicable AMOCC. For AETC parts, LGRC will coordinate with the applicable base supply organization.

1.1.2.13.1. LGRC will consider local manufacture capability if applicable to the problem.

1.1.2.13.2. LGRC is the CANN authority for all AMC and AMC gained en-route aircraft under its control and will authorize and direct CANN actions as required. Aircraft commanders do not have the authority to authorize cannibalizations. Additionally, supervision at staged locations will not allow CANN actions from aircraft being directly supported by LGRC (via MRT, equipment or parts) without prior coordination/approval by LGRC.

1.1.2.13.2.1. Cannibalization from AFRC or ANG aircraft is restricted. LGRC will request cannibalization authority through HQ AFRC Command Center or ANG Readiness Center (as applicable) prior to authorizing a CANN action.

1.1.2.14. LGRC will determine parts, MRT, and equipment transportation mode/route to the recovery site with the primary objective being the expeditious recovery of the aircraft. LGRC will

take into account all factors available, including on-scene technical expertise (e.g. FCC, engineer, etc.) for additional insight into the problem.

1.1.2.14.1. Transportation of parts/equipment/MRTs is usually accomplished using AMC aircraft. TACC can coordinate special requirements LGRC may have for asset delivery, such as diverting aircraft, delaying scheduled departure, or adding additional missions to support recoveries. Special transportation authority for MICAP shipments to support en route recoveries is contained in AMCI 23-102.

1.1.2.14.2. Commercial transportation of an MRT and equipment is, in many cases, the most expeditious method. LGRC will direct commercial transportation if military airlift is not available or timely. The AMC unit tasked to provide transportation for resources must coordinate through their host Traffic Management Flight (TMF) to arrange for commercial transportation. TMF will determine the fastest mode of commercial transportation based on the size, weight, dimensions, and destination of the parts and equipment. When using commercial transportation, mark all assets for priority handling as "Aircraft on Ground" (AOG).

1.1.2.14.3. Surface transportation is sometimes the fastest means to move parts, MRTs, and equipment. LGRC is authorized to task unit vehicle operations to provide timely ground transportation for these items. **NOTE:** ANGRC Vehicle Operations function does not maintain vehicle operators during peacetime operations.

1.1.2.15. LGRC will notify the tasked unit's MOC, or other applicable agency, via telephone after determining tasking requirements.

1.1.2.16. LGRC will ensure validation of travel clearances, passports, or visa requirements (as applicable) using the *Foreign Clearance Guide*. LGRC will coordinate with the US Embassy and US Defense Attaché Office (DAO) at the recovery location if required. LGRC will review (if applicable) the Foreign Clearance Guide and provide the format to the unit. LGRC will advise MRT of travel priority, travel clearance requirements, and the need to have "Mission Route Support (MRS) Authorized" and/or "Mission Essential Ground Personnel (MEGP) Authorized," (as applicable), on travel orders. This enables the MRT to obtain correct travel arrangements from passenger service functions.

1.1.2.17. LGRC directs shipment of applicable assets as prescribed in AMCI 23-102, *Expeditious Movement of AMC VVIP and FSS Items*. Parts will be marked "AMC MICAP/ very very important parts (VVIP)". Personnel will use project codes assigned to AMC aircraft to ensure proper handling.

1.1.2.17.1. LGRC will provide shipping information (as applicable) to the tasked AMC, PACAF, USAFE RSS or forward supply location (FSL).

1.1.2.17.2. LGRC will coordinate with the AMC Aerial Port Control Center to expedite movement and ensure proper handling of recovery assets.

1.1.2.18. LGRC will monitor progress of parts, MRT, and equipment in transit to recovery locations and once on site, LGRC will monitor status of MRT and or recovery operations.

1.1.2.19. LGRC monitors the return of MRT members, and equipment to place of origin after aircraft is returned to mission capable status. LGRC will coordinate the return of MRT members and equipment. LGRC will "assist" in returning DIFM parts if the aircraft commander cannot perform the function due to mission or size of parts. LGRC assistance consists of coordinating transporta-

tion for the parts to the owning base. Priority transportation is authorized for all resources in both directions.

Chapter 2

UNIT RESPONSIBILITIES

2.1. The Maintenance Group Commander (MXG/CC), CD-M, AMS/CC, (as applicable), is responsible for deploying tasked MRTs and equipment to recover aircraft at remote locations when directed by LGRC. Unit resources, including personnel, supplies, and equipment will be made available as tasked to support en route aircraft recoveries, regardless of aircraft ownership. The MXG/CC, CD-M, AMS/CC, (as applicable) will:

2.1.1. Ensure their unit provides assistance to expeditiously recover AMC and AMC gained aircraft when tasked by LGRC.

2.1.1.1. Ensure the applicable agency immediately notifies LGRC of intent to support tasking or possible shortfall situations. Additionally, provide LGRC with a support timeline. Units may shortfall LGRC taskings, but final authority to release units from a tasking rests with the LGR division chief or designated representative. Verbal shortfalls, approved by the LGR or designated representative, must be followed up with a written letter/e-mail from the MXG/CC, CD-M, or equivalent on next duty day of the tasking release outlining circumstances driving the shortfall request.

2.1.2. Ensure individuals selected for MRTs are fully qualified to perform, and complete all anticipated tasks, including In-Process Inspections and Red X sign-offs to include clearing repeat/recur discrepancies. Additionally, consider the experience level of the individual(s) selected when additional troubleshooting requirements are possible.

2.1.3. After identification of the MRT Chief, ensure they are fully briefed of his/her responsibilities.

2.1.4. Be prepared to rapidly deploy crash recovery equipment and personnel for their Mission Design Series (MDS) if directed by LGRC to recover AMC or AMC gained assets.

2.2. All AMC non mission-capable en route aircraft reported to LGRC (refer to criteria established in **Chapter 3**, Section 3.1.1) remain under the direct control of LGRC until returned to mission capable status. When at AMC locations/bases including permanently established AMC enroute locations, the senior AMC maintenance person on station (as applicable) is responsible for providing supervision oversight of the MRT maintenance actions on their flight line. The AMC MXG/CC, CD-M, Senior AMC Maintenance Person (as applicable) will:

2.2.1. Ensure LGRC is informed of aircraft status changes and recovery requirements for aircraft under LGRC control.

2.2.2. Ensure on station MRT personnel receive timely host unit support to expedite recovery actions.

2.2.3. Not allow CANN actions from en route aircraft without prior coordination with LGRC.

2.2.4. Ensure on station MRT personnel do not work aircraft other than those originally directed for support by LGRC without prior coordination/approval of LGRC.

Chapter 3

MAINTENANCE OPERATIONS CENTER (MOC) RESPONSIBILITIES

3.1. The MOC is the single POC for LGRC taskings and information concerning aircraft under LGRC control. Timely and accurate information is critical. All AMC MOCs will:

3.1.1. Notify LGRC when enroute/transient AMC or AMC-gained aircraft are coded NMC or an ME discrepancy exists and any of the following criteria is met:

3.1.1.1. Current time exceeds delay start time due to logistics.

3.1.1.2. Current aircraft overall ETIC exceeds delay start time.

3.1.1.3. The aircraft has aborted or diverted for maintenance.

3.1.1.4. Maintenance requirements exceed local capabilities.

3.1.1.5. Supply requirements exceed local capabilities.

3.1.2. Upon receiving a tasking from the LGRC, all tasked unit MOCs will follow the procedures outlined below to assist LGRC in assembling the best possible support package. Expediency and attention to detail are critical to successful aircraft recovery.

3.1.2.1. Upon receiving a Maintenance Recovery Team (MRT) Tasking:

3.1.2.1.1. The MOC will record the following details provided by LGRC: Aircraft MDS and tail number, location, point of contact and phone number, applicable funding citations (fund cites), all discrepancies requiring support, AFSC and necessary skill level of required technicians, part and equipment requirements, mode of transportation and projected date/time of departure, and passport/visa/immunization requirements for personnel. The MOC will utilize the data provided to create an aircraft discrepancy in the G081 system. Additionally, the MOC will ensure the G081 discrepancy is properly cleared upon notification the subject aircraft is no longer NMC.

3.1.2.1.2. The MOC will contact the applicable Production Superintendent, or Senior Maintenance representative when the unit does not have a production superintendent, and inform them of the tasking requirement. The MOC will pass the LGRC tasking to them for selection of MRT members and select/source required equipment items. Production Superintendents will follow responsibilities outlined in [Chapter 4](#).

3.1.2.1.3. The MOC will brief MRT personnel on all duties and responsibilities to include passport/visa/immunization/ terrorist/criminal/intelligence threat requirements at recovery site. If necessary, contact local agencies, i.e. intelligence, medical group, and OSI, to gather required briefing information. Ensure MRT is aware of personal equipment requirements, I.E. A-bags, C-bags. Ensure the MRT team chief has a copy of this instruction and fully understands their responsibilities as identified in [Chapter 5](#).

3.1.2.1.4. The MOC will advise the applicable base agencies of the requirement to move an MRT and to generate TDY orders for the MRT. MRT orders are the responsibility of the tasked unit. Ensure the following authorizations are included: Mission Route Support (MRS) and Mission Essential Ground Personnel (MEGP). MRS permits the removal of cargo to allow space for the MRT and their equipment (see AMCI 24-101, Volume 14, *Military Airlift - Pas-*

senger Service). MEGP enables the MRT to bypass passenger terminal processing. Additionally, advance per diem, commercial travel authorization, rental car authorization, excess baggage authorization, and variations authorized will be included. Priority transportation is authorized for all resources in both travel directions.

3.1.2.1.5. The MOC will generate country clearance letters if required.

3.1.2.1.6. The MOC will inform LGRC of MRT names, rank, position (I.E. team chief, AR, etc), SSN, AFSC and skill level, and Transportation Control Numbers (TCN) for all parts and equipment processed for shipment. Notify LGRC when the tasked MRT and all associated parts and or equipment are ready for movement. Immediately notify LGRC in the event of difficulties with the tasking.

3.1.2.1.7. The MOC will notify LGRC when MRT personnel and deployed equipment has returned to home station.

3.1.2.2. The MOC will accomplish the following actions for equipment items not accompanied by MRT:

3.1.2.2.1. MOC will record the following details provided by LGRC: Aircraft MDS and tail number, location, equipment requirements, mode of transportation, and projected date/time of departure.

3.1.2.2.2. MOC will contact the applicable Production Superintendent/Senior Maintenance representative and inform them of the tasking requirement. Pass the LGRC tasking to them to select and source required equipment items. Refer to Production Superintendent responsibilities in [Chapter 4](#).

3.1.2.2.3. Notify LGRC when coordination is complete and pass on all TCNs if used. Immediately notify LGRC in the event of difficulties with the tasking.

3.1.2.2.4. MOC will notify LGRC when the deployed equipment has returned to home station.

3.1.2.3. Cannibalization procedures are as follows: If parts cannot be provided by other sources, LGRC will direct CANN action. If a unit is tasked with a CANN action and the CANN action is not feasible, coordinate with LGRC for resolution. Only the GP/CC or equivalent may shortfall a CANN tasking. Shortfall procedures outlined in paragraph [2.1.1.1](#) apply.

3.1.2.3.1. The MOC will record the following details provided by LGRC upon receipt of a CANN action: Aircraft MDS and tail number, location, parts requirements, technical order, figure, and index, part number, national stock number, nomenclature and TCNs, mode of transportation and projected date/time of departure.

3.1.2.3.2. The MOC will contact the applicable production superintendent and inform them of the tasking requirement. The MOC will pass the LGRC tasking to them to select donor aircraft or engine and initiate CANN action. The production superintendent will coordinate disposition of parts per AMC/LGRC/RSS direction.

3.1.2.3.3. Notify LGRC when coordination is complete and pass on all TCNs. Notify LGRC when the tasked parts are ready for movement. Immediately notify LGRC in the event of difficulties with the tasking.

3.1.2.4. The following procedures will occur when parts are not accompanied by MRT:

3.1.2.4.1. LGRC will task AMC RSS to source and ship the part. AMC/RSS will determine appropriate shipment procedures based on the recovery location of the aircraft and the relationship between the shipping base and the ownership of the aircraft that is NMC. AMC RSS will notify LGRC when tasked parts have been delivered to the applicable transportation section. Include the date, time, and name of the transportation specialist who received the part(s).

3.1.3. The MOC will maintain MRT folders and provide them to each MRT team chief prior to departure. As a minimum, the folder will contain:

3.1.3.1. A copy of this instruction.

3.1.3.2. A listing of the LGRC phone numbers contained in paragraph [1.1.2.11](#).

3.1.4. INMARSAT communication kits are located at certain bases throughout AMC and OCONUS En Route locations. MOCs at these units will maintain INMARSAT and/or other voice communication devices provided by HQ AMC and issue the communication devices to MRT chief per LGRC direction.

3.1.4.1. The MOC will maintain proficiency in the use of INMARSAT and/or other voice communication devices that are provided by HQ AMC for MRT use. MOC will operationally check INMARSAT kits prior to issue and again upon return. Refer to [Chapter 8](#) of this instruction for additional guidance reach back communication.

3.1.4.2. MOC will coordinate with passenger service for MRT processing procedures, if applicable.

3.1.5. MOC will notify LGRC to initiate coordination whenever an Engineering Disposition (ED) is required.

Chapter 4

PRODUCTION SUPERINTENDENT RESPONSIBILITIES

4.1. The tasked unit's on duty production superintendent, or senior ranking maintenance representative when no production superintendent is on duty, is critical to the successful recovery of aircraft under the control of LGRC.

4.1.1. The production superintendent will ensure timely and accurate information concerning LGRC taskings is forwarded to the MOC.

4.1.2. When informed of an LGRC tasking the unit production superintendent will ensure the following requirements are accomplished as applicable:

4.1.2.1. The pro super will ensure all required parts and/or equipment is properly sourced and issued to the MRT chief to hand-carry to the deployment site. Items too large or heavy to be carried will be coordinated with LGRC. Ensure coordination with Base Supply Equipment Management section concerning deployment of accountable equipment. If CANN actions are directed, coordinate with the MOC to select donor aircraft or engine and initiate CANN. The pro super will ensure all required parts and/or equipment are properly prepared/purged prior to delivery to supply or TMF.

4.1.2.2. The pro super will ensure all required parts and/or equipment required by an MRT is properly processed for shipment by the TMF. The Packing and Crating section at each station maintains a block of TCNs and assigns them as required for the shipment of property. For shipment by AMC airlift, MRT parts and/or equipment are considered "maintenance property" and not "supply parts." Equipment and parts shipped commercially are also coordinated with TMF.

4.1.2.3. The pro super will ensure proper preparation of shipping documents (DD Form 1149, **Requisition and Invoice/Shipping Document**). Include POC and phone number plus an in the clear address to include building number, street address, and US or host nation zip code.

4.1.2.4. The pro super will ensure timely delivery of tasked assets to the Packing and Crating section.

4.1.2.5. The pro super will ensure that all items are assigned transportation control number (TCN) and marked as "999 AMC MICAP, VVIP". Include applicable project codes assigned in AMCI 23-102.

4.1.2.6. For equipment only taskings, the pro super will ensure equipment includes all applicable accessories, documentation, and is in fully operational condition.

4.1.2.7. The pro super will record all TCNs and forward information to MOC.

4.1.3. The pro super will coordinate duty schedule and maintenance actions of MRT's deployed to their location, with the deployed MRT team chief. The pro super in conjunction with the MRT team chief will ensure LGRC is informed of duty schedules/activities associated with aircraft under LGRC control.

Chapter 5

MAINTENANCE RECOVERY TEAM CHIEF RESPONSIBILITIES

5.1. The Maintenance Recovery Team (MRT) Chief is responsible for the proper execution of pre-deployment, deployment, employment/on-scene recovery, and re-deployment actions. While assigned to the MRT, personnel are directly responsible to LGRC and will contact them for resolution of any problems. If the recovery location is an AMC base or fixed En Route, the MRT is responsible to the local AMC MXG/CC, CD-M or Senior AMC Maintenance Person (as applicable) upon arrival through departure. The MRT will coordinate all requirements through LGRC, the local MOC and local production superintendent (as applicable). If located at a non-AMC or non-USAF location, coordinate with the LGRC, the local MOC, Transient Alert, and either the on-station AMC TALCE, or the aircraft commander (as applicable). The MRT chief is responsible for all parts, equipment, and personnel deployed with or sent as follow up support to MRT locations.

5.1.1. The MRT chief will report to the MOC for a mission briefing, receipt of an MRT folder and INMARSAT and/or other voice communication device provided by HQ AMC if tasked by HQ AMC/LGRC. Refer to **Chapter 8** of this instruction for reach back communication guidance.

5.1.1.1. The MRT chief will ensure all personnel assigned to the MRT are qualified (review 623 training records and MIS training run), prepared for, and are aware of their part in recovery actions.

5.1.2. MRT Chief will accomplish a history check on the aircraft by reviewing the discrepancy, and doing a work unit code/ref des inquiry in the MIS using screen 8070 and reviewing the history for the past 30, 60, and 90 days.

5.1.3. The MRT chief will coordinate travel arrangements with the host TMF when directed by LGRC. The MRT chief will notify LGRC of specific travel plans when confirmed.

5.1.3.1. The MRT chief will not self-procure commercial transportation. Travelers who self-procure commercial transportation will not be reimbursed unless they can prove that self-procurement was the only way to meet mission requirements.

5.1.4. The MRT chief will ensure proper technical data is available or carried with the team to complete the task.

5.1.5. When tasked, the MRT chief will sign for and become familiar with use of the INMARSAT and/or other voice communication devices provided for MRT use. The MRT chief will view training video, set up phone, and call LGRC prior to deployment.

5.1.6. The MRT chief will verify all necessary parts are available and taken with the MRT. The MRT Chief will coordinate with Aerial Port (if applicable). The MRT chief will open container(s) to ensure the part(s) received are the parts that were ordered. The MRT chief will review repair procedures contained in the applicable technical orders to ensure attaching hardware and any other attaching parts that may have been (or will be) disconnected or damaged in the assembly/disassembly process are available.

5.1.7. The MRT chief will ensure all test and support equipment is inventoried, calibrated, is fully operational, contains all necessary accessory items (i.e. test leads, adapters, etc.), and if applicable, is

loaded with the correct software to support the MDS (block and serial number) to be repaired, prior to dispatch.

5.1.8. The MRT chief will coordinate with the Aerial Port to ensure all required parts and equipment is assembled, inventoried, and loaded on the support aircraft. MRT Chief will physically validate the presence and condition of all MRT assets. Small items may be hand-carried by the MRT to prevent loss. Do not check hand-carried items as baggage on commercial flights unless absolutely necessary.

5.1.9. The MRT chief will notify LGRC, and the AMC MOC if applicable, immediately upon arrival at the recovery site. Make initial assessment of aircraft recovery requirements and update LGRC of status. Provide duty phone, cell phone, e-mail address (if applicable), billeting location, billeting phone number and room extension if applicable to LGRC, the local MOC, and the local supporting agency (i.e. T/A or flight line maintenance unit). Telephone services are often difficult to arrange at off-line recovery sites. Use the most convenient, expeditious method available. Commercial telephone number is (call collect if necessary), 618-229-1963 or 1-800-247-6625 (AIR MOBL) option 9. If you have difficulty contacting the LGRC directly, call your home station MOC to relay information. The status of recovery operations is constantly monitored by LGRC and senior AMC leadership and up-to-date information is not only critical, but mandatory.

5.1.9.1. MRT will start work immediately upon arrival, dependent upon availability of the aircraft, field operating hours, and length of MRT duty day. A 16-hour duty day is authorized on the first day only to allow for travel time. The duty day is computed starting at the time of initial report for duty at home station. The MRT chief will establish, with LGRC coordination, successive duty hours for the MRT. At CONUS locations with AMC units or OCONUS fixed en route locations, the MRT chief will coordinate all duty schedule requirements with the local production superintendent. The MRT chief will assess conditions at the recovery site and establish a duty schedule with the local production superintendent (as applicable) that balances aircraft recovery needs with proper health and welfare needs of MRT members. Normal work/rest periods are 12 hours of work followed by 12 hours of rest. As a minimum, each MRT member is provided the opportunity for 8 hours of uninterrupted sleep, exclusive of transportation to and from the billeting location and time to eat.

5.1.9.2. The MRT chief will coordinate with the local pro super or on-site maintenance supervision to review local operating instructions. MRTs will adhere to local maintenance operating instructions of the location they are deployed to.

5.1.9.3. The following procedures will be used to report maintenance progress to the LGRC and the local MOC if available:

5.1.9.3.1. The MRT chief will report maintenance and supply status changes and additional requirements (e.g., parts, equipment, expertise) as they become known. If it is determined that additional equipment is required, check with local maintenance operations and/or facilities for availability. If the equipment is available from a US Department of Defense agency and they will allow its use, advise the LGRC of its use on your next call. If the equipment is available from any other source (e.g., civilian contractor, allied military unit, etc.), contact LGRC. LGRC will ensure that the equipment usage is approved to alleviate any billing conflicts. The aircraft commander is authorized to contract for needed equipment using AF Form 15. Any equipment that is not available will be provided to the MRT through LGRC coordination.

5.1.9.3.2. The MRT chief will report work progress status every 6-hours or upon expiration of current ETIC. The MRT chief will keep the local AMC production superintendent informed of all work progress (as applicable).

5.1.9.3.3. The MRT chief will report start time of work, shift changes, and all work stoppages, to include end of shift status or job completion.

5.1.10. The MRT team chief will notify the local MOC or LGRC whenever an Engineering Disposition is required. LGRC will initiate the coordination process.

5.1.11. The MRT chief will contact LGRC if a discrepancy must be cleared on a system for which no one on the team is qualified. LGRC will follow guidelines in applicable 00-20-1 and 00-20-5, and their AMC supplements to resolve the issue.

5.1.12. The MRT chief will not allow the MRT to work on aircraft not supported by LGRC without prior coordination with LGRC.

5.1.13. The MRT chief will ensure all equipment, parts, and supplies are accounted for and return transportation has been coordinated with LGRC prior to return to home station.

5.1.13.1. The MRT Chief will ensure equipment that cannot be returned with the MRT has proper documentation of receipt at the recovery site Transportation Office and notifies the LGRC which items are not being returned, with their return TCNs. The MRT chief will advise LGRC of any change in support equipment/supply part TCNs.

5.1.13.2. MRT team chief will ensure repair parts are returned to the owning base to properly clear DIFM details. If the MRT has questions about disposition of assets, they will contact LGRC for disposition instructions.

5.1.13.3. If applicable, The MRT chief will submit parts for deficiency reporting immediately upon return to home station.

5.1.14. Upon return to home station the MRT chief will immediately notify MOC of their return. The MOC will contact the LGRC to confirm/relay MRT return. MRT Team Chief will also notify their unit pro super and section chief upon return to home station.

Chapter 6

CUSTOMER RESPONSIBILITIES

6.1. Aircraft Commander: Reference AMCI 11-208, *Tanker/Airlift Operations*.

6.1.1. At Air Force installations where no AMC maintenance support exists, the aircraft commander is responsible for ensuring aircraft support requirements are reported to LGRC through HQ AMC TACC/XOC as expeditiously as possible.

6.1.1.1. The aircraft commander will ensure the crew chief, or crewmember most familiar with the discrepancy is available to brief LGRC. The following information is essential when contacting LGRC:

6.1.1.1.1. Tail number, aircraft type, location.

6.1.1.1.2. Aircraft commander's name, phone number, crew rest location, room number.

6.1.1.1.3. Mission-essential maintenance conditions, fault isolation number, if applicable, and troubleshooting actions that have been accomplished.

6.1.1.1.4. When discovered.

6.1.1.1.5. Progress of maintenance actions to date.

6.1.1.1.6. Should parts be required, provide the following:

6.1.1.1.6.1. Noun.

6.1.1.1.6.2. Quantity.

6.1.1.1.6.3. Part Number.

6.1.1.1.6.4. National Stock Number (NSN).

6.1.1.1.6.5. Technical Order Reference--illustrated parts breakdown (-4).

6.1.1.1.7. Advise LGRC of available equipment/maintenance support known to exist on-station and who the owner of the equipment is or what unit the maintenance belongs to. LGRC will authorize/negotiate for use of the assets. When determined necessary by the LGRC, the aircraft commander ensures that contractor/host services required to support a recovery operation is provided using AF Form 15, United States Air Force Invoice, or AF Form 616, **Fund Cite Authorization (FCA)**.

6.1.1.1.8. Advise LGRC of part requirements, to include nomenclature, position, part number, technical order number, figure, and index. If available, host Transient Alert orders all required parts through the local base supply. Aircraft commander or FCC contacts HQ AMC/LGRC for required parts not available at the recovery location.

6.1.1.1.9. Advise LGRC of duty and billeting phone numbers for aircraft commander and crew chief including billeting location.

6.1.2. The aircraft commander in coordination with the MRT (if an MRT is in place) will ensure repairable parts used to repair their aircraft are returned to the correct location to properly clear DIFM details. Contact HQ AMC/LGRC for disposition instructions.

6.1.3. Aircraft operating on classified missions should contact LGRC or appropriate operations center via secure communications if possible (STU-3 576-2425). If secure communications are not possible, contact LGRC and provide as much of the information listed above, within the security constraints of the operation. As a minimum, a point of contact, phone number, and an unclassified delivery location will be required.

6.1.4. If an MRT has not been assigned and an Engineering Disposition (ED) is required, the FCC will ensure the local MOC and LGRC is notified of the requirement. LGRC will initiate the coordination process with headquarters Weapon Systems Managers and other applicable agencies.

6.2. Crew Chief/Flying Crew Chief (FCC) responsibilities are as follows:

6.2.1. The crew chief will comply with all responsibilities outlined in AMCI 21-117 and other applicable command guidance.

6.2.2. The crew chief will provide LGRC with a valid phone number along with all other information outlined above to include identifying any known parts, special tools, and equipment requirements. From the time of initial notification, the crew chief will be in *on-call status* and will keep LGRC advised of a current contact phone number.

6.2.3. Prior to MRT, parts, or equipment arrival, the crew chief will coordinate with LGRC and local maintenance organization for availability of necessary local equipment and parts.

6.2.4. Notify LGRC or the local MOC (as applicable) of the following. Job start time, shift changes, work progress (minimum every 6-hours) and all work stoppages to include end of shift or job completion.

Chapter 7

SUPPLY PROCEDURES AND RESPONSIBILITIES

7.1. Supply Procedures and Responsibilities are as follows:

7.2. Chief of Supply (COS) will:

7.2.1. Ensure LGRC-directed requisitions and shipments for both CONUS and OCONUS bases receive required manual intervention, prompt response, and close oversight.

7.2.2. Perform stock checks to satisfy area searches when notified by AMC/RSS.

7.2.3. Ensure the supply technician/chief inspector verifies the documentation. Also ensure they check the contents of the container/box and verify that the stock number and part number match the documentation. If supply personnel are unable to determine asset identification, consult a qualified maintenance technician before shipping. For additional guidance, reference AFMAN 23-110, Vol 1, Part 1, Chap 4; Vol 2, Part 2, Chap 14 and AMCI 23-102, Chap 7. Prepare assets for shipment following guidance provided by AMC/RSS.

7.2.4. Coordinate with the host TMF as required.

7.2.4.1. Mark all items shipped by commercial carriers with “First available delivery”, and identify them as “Required for a Not Mission Capable Supply (NMCS) status aircraft, or aircraft on ground (AOG).”

7.2.4.2. Mark parts shipments required to support any aircraft supported by the LGRC with “Project Code 196” and required delivery date “999.”

7.2.5. Process DIFM assets recovered from LGRC-coordinated recoveries. LGRC will instruct the aircraft commander, FCC, or MRT chief on proper turn-in procedures of the part(s), as coordinated with AMC/RSS.

7.2.6. Forward Supply Location (FSL) Chief Of Supply (COS) will follow the guidance contained in AMC Supplement 8 to all applicable chapters of AFMAN 23-110, *USAF Supply Manual, Volume 2, Part 2*.

7.2.7. Ensure supply personnel notify AMC/RSS when LGRC MICAP parts are delivered to the appropriate transportation section. Include the date, time, and name of the transportation specialist who received the part(s).

7.3. Supply actions, where local Air Force supply support exists (see [Figure 7.1.](#) and [Figure 7.2.](#)):

7.3.1. The recovery location Chief of Supply (COS) will provide support. The required parts should be ordered through the host COS (usually by Transient Alert). If not available locally, the host COS MICAP section will contact LGRC for support. The LGRC will locate required parts through AMC/RSS. AMC/RSS will then direct the parts shipment to the host COS. Turn-in all reparable to the host COS for processing. If LGRC supplies the parts from an AMC forward supply system (FSS) location, the host COS will force ship the reparable to the appropriate primary supply point, located at Travis AFB, Dover AFB, McGuire AFB, Charleston AFB, or McChord AFB.

7.3.2. Munitions Requirements: When munitions items (e.g. squibs) are required to support en route aircraft, order them through the appropriate host munitions activity. The munitions activity will prepare all munitions for shipment under an "FK" TCN. Under no circumstances should local maintenance requisition the items and arrange for shipment on their own."

7.4. For locations where no Air Force supply support exists (see [Figure 7.3.](#) and [Figure 7.4.](#)):

7.4.1. The aircraft's home station supply will establish a memo (TEX Z) MICAP due-out for the applicable NSN. Use TEX Z to prevent on-hand assets from releasing to the due-out (exception: do not use TEX Z in cases of cannibalization from another home station aircraft).

7.4.2. Once the AMC/RSS generates a requisition for the item, the aircraft's home station supply will link the requisition and due-out together. The DOR is not generated until the receipt is processed for the item shipped to the off-station aircraft.

7.4.3. If the aircraft's home station is the best source of supply, LGRC will contact the home station MOC. The home station MOC will direct the pro super to ensure the part is ordered and received from supply. The pro super will prepare DD Form 1149 to ship parts to the aircraft commander. For DIFM parts, the pro super will contact supply after shipping the part to ensure processing of DIFM status code AXC" to prevent false accumulation of repair cycle days and to allow supply to properly track DIFM parts. The aircraft commander will ensure all reparable parts shipped to him/her are returned to the aircraft's home station for maintenance/supply processing.

7.4.4. If the best source of supply is an FSS location, AMC/RSS will contact the FSS/COS and instruct them to ship required parts directly to the aircraft location with a supplementary address marked for the aircraft commander. The LGRC will instruct the aircraft commander to return reparable parts to the aircraft's home station for supply processing. Receipts and DORs will be processed at home station, immediately upon confirmation of parts arrival at aircraft location. Documents need not be signed until the retrograde parts return to home station. This may result in delinquent documents, but will ensure no one is required to sign for parts they did not personally see and handle.

7.4.5. If the best source of supply is another Air Force base, AMC/RSS will contact that base for processing. Notify the supporting COS of the aircraft location, tail number, and part information. The COS ships the required part directly to the aircraft location with a supplementary address marked for the aircraft commander. The aircraft commander ensures reparable parts are returned to the aircraft's home station for supply processing. Receipts and DORs will be processed at home station, immediately upon confirmation of parts arrival at aircraft location. Documents need not be signed until the retrograde parts return to home station. This may result in delinquent documents, but will ensure no one is required to sign for parts they did not personally see and handle.

Figure 7.1. LGRC/AMC/RSS Quick Reference Supply Decision Tree for NMCS AMC Aircraft Located at Bases with USAF Supply Support.

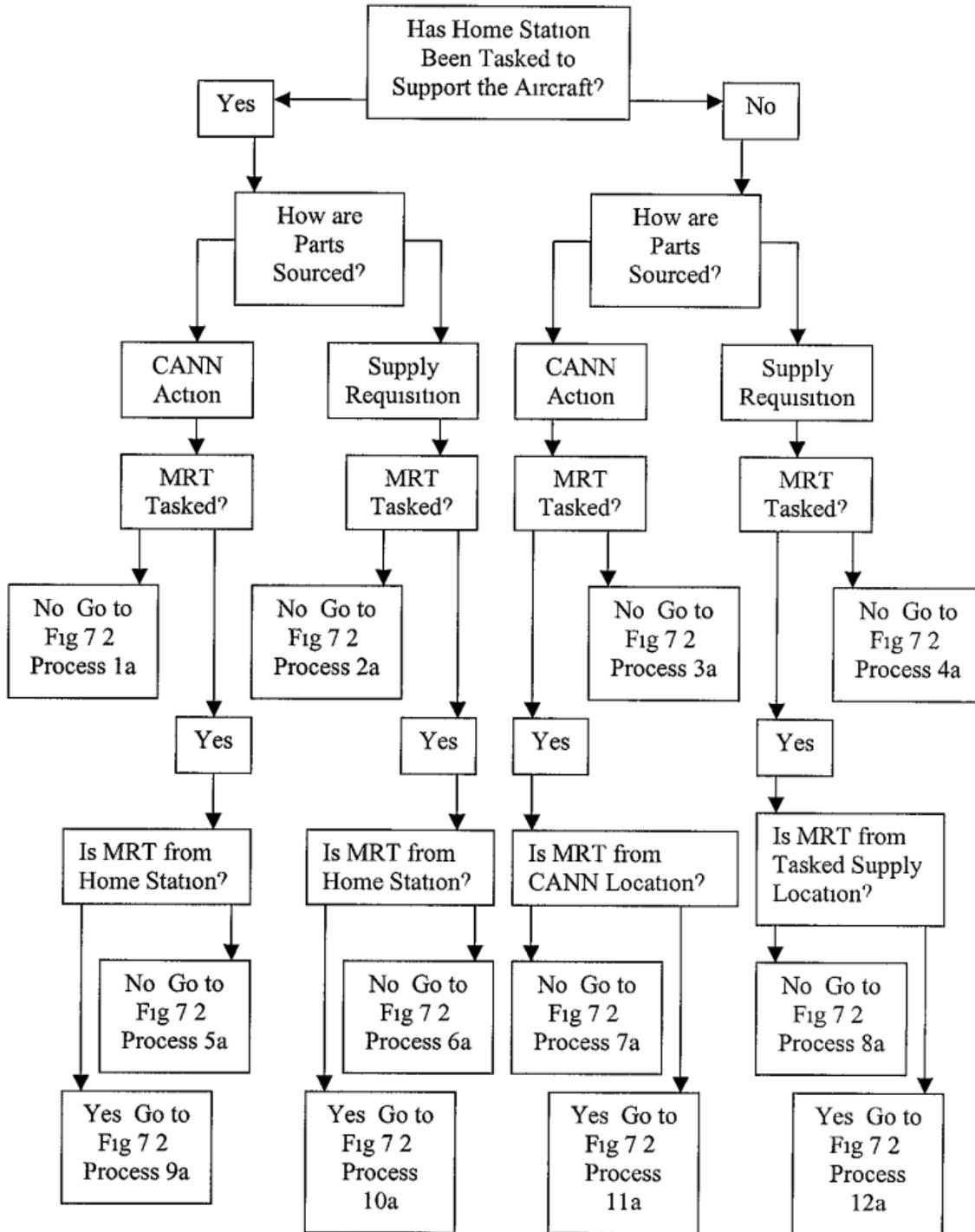


Figure 7.2. LGRC/AMC/RSS Quick Reference Supply Decision Tree for NMCS AMC Aircraft Located at Bases with USAF Supply Support.

| Process Number | Procedure used to Supply Required Repair Parts |
|----------------|---|
| 1a | FCC or aircraft commander orders required parts through support location TA. Home station MX CANNs part and turns part in to supply for shipment to support location (TIN, SHP). Home station MX orders replacement part for CANN. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 2a | FCC or aircraft commander orders required parts through support location TA. Home station supply will ship (SHP) parts to support location Supply. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 3a | FCC or aircraft commander orders required parts through support location TA. Tasked MX CANNs part and turns part in to supply for shipment to support location (TIN, SHP). Tasked MX orders replacement part for CANN. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 4a | FCC or aircraft commander orders required parts through support location TA. Tasked base Supply will ship (SHP) parts to support location Supply. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 5a | FCC or aircraft commander orders required parts through support location TA. Home station MX CANNs part and turns part in to supply for shipment to support location (TIN, SHP). Home station MX orders replacement part for CANN. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 6a | FCC or aircraft commander orders required parts through support location TA. Home station supply will ship (SHP) parts to support location Supply. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 7a | FCC or aircraft commander orders required parts through support location TA. Tasked MX CANNs part and turns part in to supply for shipment to support location (TIN, SHP). Tasked MX orders replacement part for CANN. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |
| 8a | FCC or aircraft commander orders required parts through support location TA. Tasked base Supply will ship (SHP) parts to support location Supply. Supply at support location requisitions, receipts, and issues parts. Aircraft commander or FCC turns in DIFM to support location Supply. |

| Process Number | Procedure used to Supply Required Repair Parts |
|-----------------------|--|
| 9a | Home station MX CANNs the required parts. MRT hand carries parts to support location. If parts are oversize, MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Home station MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 10a | Home station MX orders parts. Home station Supply issues parts to MX. MRT hand carries parts to support location. If parts are oversize, MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |
| 11a | Tasked MX CANNs the required parts and turns them in to Supply for shipment processing (SHP). MRT then hand carries parts to support location. If parts are oversize, Supply transfers parts to TMF for movement to support location per LGRC direction. Tasked MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 12a | Tasked unit Supply processes shipment (SHP). MRT hand carries parts to support location. If parts are oversize, Supply transfers parts to TMF for movement to support location per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |

Figure 7.3. LGRC/AMC/RSS Quick Reference Supply Decision Tree for NMCS AMC Aircraft Located at Bases Without Local USAF Supply Support (Note: This is not a process flow chart, and not for use by Maintenance)

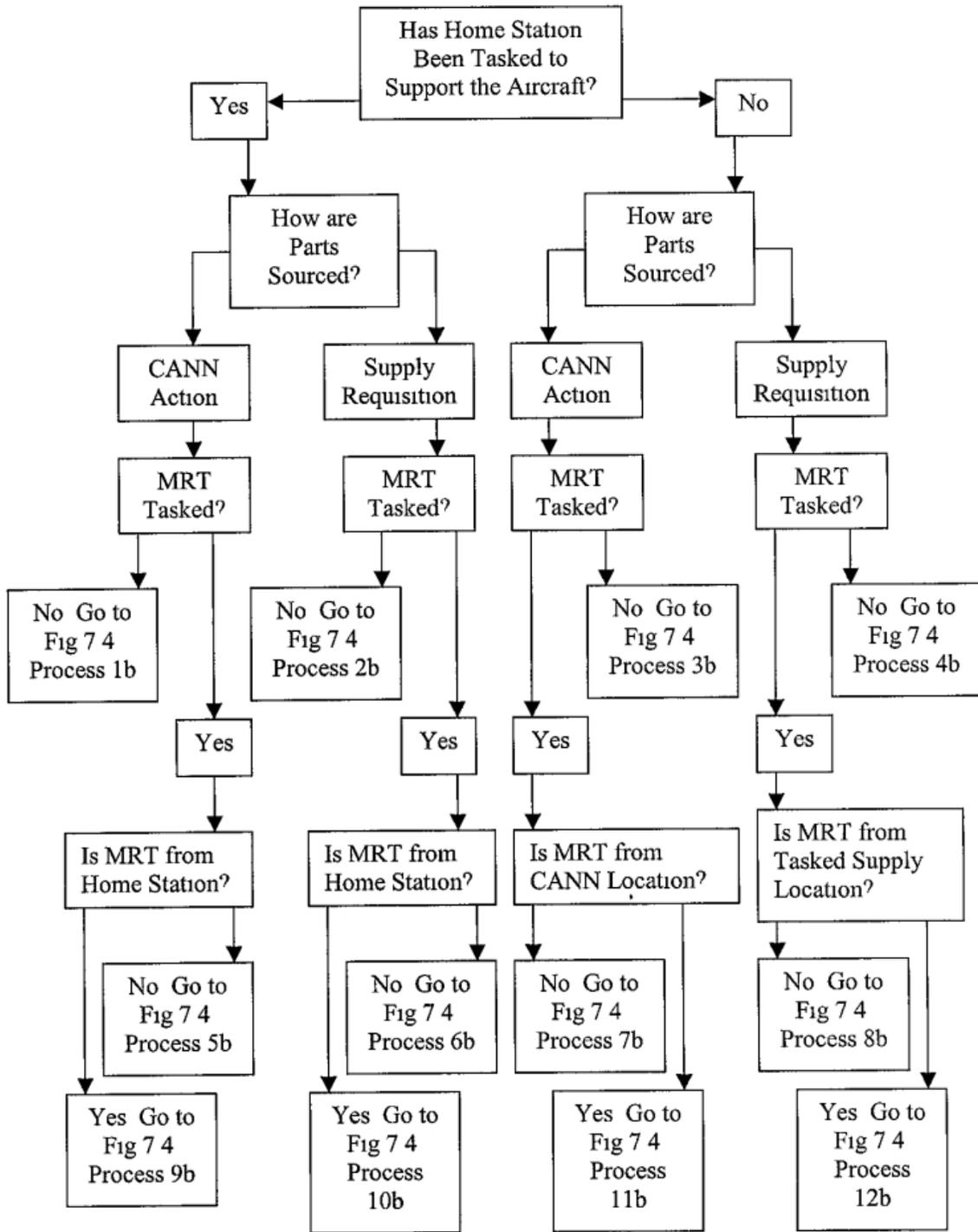


Figure 7.4. LGRC/AMC/RSS Quick Reference Supply Decision Tree for NMCS AMC Aircraft Located at Bases Without Local USAF Supply Support (Note: This is not a process flow chart, and not for use by Maintenance).

| Process Number | Procedure used to Supply Required Repair Parts |
|-----------------------|--|
| 1b | Home station MX CANNs the required parts. MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Home station MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 2b | Home station MX orders parts. Home station Supply issues parts to MX. MX transfers parts to TMF and fills out AF 1149 for movement to support location per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |
| 3b | Tasked MX CANNs the required parts and turns parts in to supply for shipment (SHP) to support location utilizing supplemental address. Tasked MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 4b | Tasked Supply ships required parts (SHP) to support location utilizing supplemental address per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |
| 5b | Home station MX CANNs the required parts. MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Home station MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 6b | Home station MX orders parts. Home station Supply issues parts to MX. MX transfers parts to TMF and fills out AF 1149 for movement to support location per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |
| 7b | Tasked MX CANNs the required parts and turns parts in to supply for shipment (SHP) to support location utilizing supplemental address per LGRC direction. Tasked MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 8b | Tasked Supply ships required parts (SHP) to support location utilizing supplemental address per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |
| 9b | Home station MX CANNs the required parts. MRT hand carries parts to support location. If parts are oversize, MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Home station MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 10b | Home station MX orders parts. Home station Supply issues parts to MX. MRT hand carries parts to support location. If parts are oversize, MX transfers parts to home station TMF and fills out AF 1149 for movement to support location per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |

| Process Number | Procedure used to Supply Required Repair Parts |
|-----------------------|---|
| 11b | Tasked MX CANNs the required parts and turns them in to Supply for shipment processing (SHP). MRT then hand carries parts to support location. If parts are oversize, Supply transfers parts to TMF for movement to support location utilizing supplemental address information per LGRC direction. Tasked MX orders replacement parts for CANN. Aircraft commander or FCC returns DIFM to home unit. |
| 12b | Tasked unit Supply processes shipment (SHP). MRT hand carries parts to support location. If parts are oversize, Supply transfers parts to TMF for movement to support location utilizing supplemental address information per LGRC direction. Aircraft commander or FCC returns DIFM to home unit. |

Chapter 8

LOGISTICS GLOBAL REACH BACK COMMUNICATIONS CONCEPT OF OPERATIONS (CONOPS)

8.1. This CONOPS outlines logistics global reach back communications strategy for Maintenance Recovery Teams (MRT) and deployed AMC maintenance forces. Communications reach back kits are the primary element of this strategy. Kits are designed to provide worldwide voice and data communication for MRTs and to provide logistics reach back for maintainers deployed to austere locations.

8.2. Requirements : MRTs and deployed personnel require reliable communications systems to accomplish aircraft recovery, report aircraft status and communicate logistics issues and needs to supporting agencies such as the Tanker Airlift Control Center, HQ AMC/LGRC and HQ AMC/LGRM. Required capabilities and associated equipment are listed below:

| Capability | Purpose | Required Equipment/ Kit Characteristics |
|---|--|---|
| Voice Communication | Problem assessment, personnel and resources requests, status reporting | Iridium phone, cell phone, INMARSAT Phone (Last Resort) |
| Data transfer | Receive Tech Data, repair guidance, transmit digital images, e-mail | Laptop, data transmission capable INMARSAT |
| Digital image transfer | Aid in repair assessment | Digital Camera |
| Portability | | Spare rechargeable batteries for all equipment, charging system, carry case |
| Compatibility with local electrical systems | Enable extended use of equipment without draining batteries (Kits are not intended to use acft power) | Surge protector, voltage regulator/transformer |
| G081, E-mail, FAX | Enables MRT/ deployed personnel to enter discrepancies into G081 | Applicable software and connection hardware for laptops |
| Print Capability | Enable MRTs/ deployed personnel to print tech data/ instructions for use in fuel cells/confined spaces etc | Portable Printer |

8.2.1. Each kit will contain the following: INMARSAT Phone, Iridium phone, cell phone, laptop computer, digital camera, spare/rechargeable batteries and charging system for all equipment, surge protector, voltage regulator/ transformer, international telephone calling cards, and a carry case with locks. Applicable software will be installed on laptops to facilitate receipt of e-mail FAXs, G081 etc.

8.3. Kit deployment. Two kits will be deployed to the following AMC bases: Dover, Travis, McChord, McGuire, Charleston, Fairchild, Grand Forks, and McConnell. One kit will be deployed to the following AMC bases. Dyess, Little Rock, Pope, Robins, MacDill Ramstein, and Yokota.

8.3.1. Nine existing reach back kits will be deployed to the following locations and upgraded at a later date.

8.3.2. Dover (2), Travis (2), McGuire, Charleston, McChord, Ramstein, and Yokota.

8.4. Kit employment. Reach back kits are tasked by HQ AMC/LGRC or HQ AMC/LGRM. LGRC tasks kits for MRT use, and LGRM tasks kits for use by deploying forces. LGRC and LGRM will coordinate on kit deployments to ensure kits are used for the highest priority mission. Kits are not for use with AMOG units, as they possess mobile command and control equipment. Kits will be tasked in the following manner:

8.4.1. MRTs: LGRC will task kits with MRTs based on aircraft recovery location and severity of the maintenance problem. Straightforward repairs may not require the entire kit. In such events, LGRC should task an Iridium phone (for OCONUS recoveries) or cell phone (for CONUS recoveries) to reduce the amount of equipment the MRT must carry. The tasked MOC will record the name and rank of individuals tasked with whole or partial Reach back Kits.

8.4.2. Deployments. LGRM will evaluate deployment locations and task kits accordingly, based on location and existing infrastructure. Priority will be given to austere locations. Personnel responsible for the kit will communicate their name, rank, and contact information to LGRM at first opportunity.

8.4.3. INMARSAT systems are intended for data transmission only. Use INMARSATs for voice communication if no other means is available (to include locally based assets such as a TALCE etc.).

8.4.4. Kits will be hand-carried by deploying personnel and not shipped as checked baggage.

8.5. Kit maintenance/storage. Reach back kits will be maintained through the owning base LOGNET account and stored in the Maintenance Group Maintenance Operations Center (MOC). The MOC will maintain training aids for kits and familiarize deploying personnel on kit use prior to departure.

8.5.1. HQ AMC/LGXI is responsible for procuring or producing training aids. Materials should be user/friendly and easy to read/understand in a field environment.

JAMES L. LEMONS, Col, USAF
Deputy Director of Logistics

Attachment 1**MRT WORKSHEET**

| A1.1. Team Chief : | Name | Rank | AFSC | SSN |
|---------------------------|------|------|------|-----|
| A1.1.1. Other Personnel: | Name | Rank | AFSC | SSN |
| A1.1.2. Other Personnel: | Name | Rank | AFSC | SSN |
| A1.1.3. Other Personnel: | Name | Rank | AFSC | SSN |
| A1.1.4. Other Personnel: | Name | Rank | AFSC | SSN |
| A1.1.5. Other Personnel: | Name | Rank | AFSC | SSN |

A1.2. Orders Prepared? Y / N.

A1.3. Passport/Visa required? Y / N.

A1.4. Required Clothing/Money/Shot Records/A,B,C bags as applicable? Y/N

A1.5. Force protection briefing of local conditions/Intel/OSI briefings for country being deployed to (if applicable)? Y/N

A1.6. Military Travel Request (MTR) Prepared? Y / N.

A1.7. Review aircraft maintenance history in GO8: Y/N

A1.8. Recovery Location:

A1.9. Aircraft Type:

A1.10. Tail Number:

A1.11. Mission Number:

A1.12. Next Destination:

A1.13. Mission Commander: Room Phone:

A1.14. Point of contact at the MRT location:

A1.15. Communications at Recovery Site:

A1.16. Specific Discrepancies:

A1.16.1. Disc #1:

A1.16.2. Disc #2:

A1.16.3. Disc #3:

A1.17. Equipment Required:

NOTE: Functional check equipment if time permits: Y/N/ N/A

A1.17.1. Equipment Item 1/TCN:

A1.17.2. Equipment Item 2/TCN:

A1.17.3. Equipment Item 3/TCN:

A1.17.4. Equipment Item 4/TCN:

A1.17.5. Part(s) Required:

A1.17.5.1. Have required parts been bench checked before packing (if applicable)? Y / N / NA

A1.17.5.2. Part #1 Nomenclature, Number, NSN, Qty and TCN

A1.17.5.3. Part #2 Nomenclature, Number, NSN, Qty and TCN

A1.17.5.4. Part #3 Nomenclature, Number, NSN, Qty and TCN

A1.17.5.5. Part #4 Nomenclature, Number, NSN, Qty and TCN

A1.17.5.6. Part #5 Nomenclature, Number, NSN, Qty and TCN

A1.18. Support Aircraft Tail No:

A1.19. Support Mission Number:

A1.20. MRT Show Time:

A1.21. Support ETD:

Attachment 2

**AMC OCONUS POST ACCIDENT INVESTIGATION WRECKAGE RECOVERY
CHECKLIST.**

| Date Complete | Action | AMC OPR | Remarks |
|--------------------------|---|----------------|----------------|
| | I. Confirm Following Actions Completed Prior to Wreckage Recovery | | |
| | 1. AMC Identified as basic command to which aerospace vehicle is assigned. Reference: AFI 16-402; AFI 21-103 | LGM; SE | |
| | 2. Coordinate with NTSB for mishaps between AF and civil aircraft occurring within US jurisdiction. Mishaps between AF and civil aircraft occurring outside of the US are investigated under the provisions of Annex 13 to the Convention on International Civil Aviation. The NTSB investigates all accidents involving civil aircraft within US jurisdiction (AF may conduct concurrent investigation and/or have representation during NTSB investigation). Reference: AFI 191-204 | SE | |
| | 3. The investigation of AF accidents that occur in foreign territory, or those that involve any civil or foreign military aircraft, may be affected by treaties, statutes, regulations, agreements, and other procedures. For accidents occurring on foreign territory, the SJA of the AF MAJCOM or component responsible for air operations in that country or AOR should be consulted. For AF accidents involving any civil or foreign military aircraft in the US, consult AFLSA/JACT for guidance regarding the scope and nature of AF involvement in the investigation. Reference: AFI 51-503 | JA | |

| Date Complete | Action | AMC OPR | Remarks |
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| | <p>4. At the On-Scene Commander's discretion, custody of the wreckage should be transferred to the SIB President. The SIB President then transfer's custody of the wreckage to the AIB President. After the wreckage is no longer required for the AIB investigation, the AIB President transfers custody of the wreckage to the host installation commander. Reference: AFI 51-503</p> | SE, JA | |
| | <p>5. The host installation commander is responsible for removing and storing the wreckage. If the host installation does not have the capability for removing and storing the wreckage, then the convening authority will assist in removing and storing the wreckage. The convening authority pays all costs associated with the removal and storage of the wreckage. Reference: AFI 51-503</p> | LG, JA | |
| | II. Wreckage Recovery Actions | | |
| | <p>1. Send message to appropriate air attaché' declaring intent by AMC to recover wreckage, to facilitate in-country logistics support.</p> | LGM | |
| | <p>2. Request assistance from the U.S. Navy for recovery or salvage of submerged wreckage beyond the capabilities of the base concerned. Contact Commander, Naval Sea Systems command, Attn: Supervisor of Salvage (CODE COC). Reference: AFI 91-204, Chap 4</p> | LGM; SE | |
| | <p>3. Coordinate with FMB to obtain funding to cover costs associated with recovering wreckage (packing and crating, transportation to/from aircraft, Combat Logistics Support, SAAM costs, miscellaneous contracts, etc.).</p> | FMB | |

| Date Complete | Action | AMC OPR | Remarks |
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| | 4. Identify support requirements for transportation and shipment of wreckage (examples include personnel, packing/crating materials, 463L pallets, all terrain forklift, light carts, transportation to/from aircraft). | TACC/XOP | |
| | 5. Arrange in-country support with Air Attaché' (diplomatic/country clearances, fuel, aircraft parking, billeting, local contractor support, etc.). | LGM; TACC/XOC | |
| | 6. Work with Air Attaché' to obtain photographs of wreckage where possible to help identify Combat Logistic Support (CLS) team recovery requirements. | LGM | |
| | 7. Seek assistance from closest geographically located MAJCOM as required (USAFE, PACAF, etc.) | | |
| | 8. Coordinate Combat Logistics Support to assist with recovery efforts (653 CLSS, WR/ALC, Robins AFB). Identify special requirements and/or limiting factors, such as the presence of hazardous materials. | LGM | |
| | 9. Coordinate additional transportation requirements through AF/ILTT, Air Attaché', and OADUSD. Include additional opportune airlift requests in conjunction with recovery mission. | LGM | |
| | 10. Handle disposition of personal remains and effects IAW AFI 34-244, <i>Disposition of Personal Property</i> , AFI 34-242, <i>Mortuary Affairs Program</i> , and AFI 34-1101, <i>Assistance to Survivors of Persons Killed in Air Force Aviation Mishaps and other Incidents</i> . Any personal effects recovered, or recovered in the future, should be obtained by the US and transferred in established AF/ILV (SVS) channels. | LGM; JA; SV | |

| Date Complete | Action | AMC OPR | Remarks |
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| | 11. Determine whether to recover via SAAM, Opportune Airlift, or dispose of wreckage in country (location of C-141 wreckage in Namibia made Opportune Airlift unfeasible). Once wreckage is returned to CONUS for storage and/or disposal, consider using Opportune Airlift if directed to transport to AMARC. If feasible, transport wreckage directly to AMARC. | LGM; FMB; TACC/XOO | |
| | 12. Release wreckage not needed in support of depot, laboratory, or the AIB investigation to the host installation commander in writing for storage until AFSLA/JACT releases the wreckage for appropriate disposal. Dispose of damaged or destroyed property according to AFI 23-101 and the proper environmental laws. Before deciding whether the basic airframe is damaged beyond repair, contact the prime center for the aircraft and allow them to survey the wreckage. After completing this action, turn the wreckage over to DRMO for disposal. Reference: AFI 91-204, AFI 51-503 | LGM, JA | |
| | 13. All reasonable actions must be made to remove and properly dispose of wreckage. If in CONUS and, after taking all reasonable efforts, there is wreckage remaining that cannot be reasonably removed, obtain authorization from the appropriate federal or state officials to leave the wreckage in place. Abandoning wreckage does not constitute abandoning legal title to the property. Procedures for abandoning legal title are governed by AFI 23-101. Reference: AFI 91-204, AFI 23-101 | LG, JA | |

| Date Complete | Action | AMC OPR | Remarks |
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| | 14. If all reasonable actions to remove and properly dispose of wreckage have occurred and wreckage is left in place OCONUS or in international waters, arrange disposal method (melt down for salvage) with reputable contractor for additional wreckage found. US authorities should positively identify additional wreckage prior to salvage. | | |
| | 15. Update PA on status of recovery effort to ensure accurate, timely release of information as appropriate. Reference: AFI 35-101 | PA | |
| | III. Post-Wreckage Recovery Actions | | |
| | 1. Coordinate/deconflict media attention. Reference: AFI 35-101 | PA | |
| | 2. Determine status of notice to mariners identifying location of crash site and debris field, and asking mariners who inadvertently retrieve wreckage notify appropriate authorities. US position is the site should be left undisturbed. | LGM; JA | |
| | 3. Assign inactive aerospace vehicle to other than operational mission requirements. Includes ground training, storage for future aircraft use to include parts, and lease/loan (HQ USAF/XPPL in conjunction with AF programmers). Reference AFI 16-402 | LGM | |
| | 4. Assign a purpose identifier code to each inactive aerospace vehicle describing status such as: Storage, Lease-loan, Contractor Test Government Furnished Property, Permanently Grounded (HQ USAF/XPPL). Reference: AFI 16-402 | LGM | |

| Date Complete | Action | AMC OPR | Remarks |
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| | 5. Assist HQ USAF/XPPL as follows: collect MAJCOM requirements for the excess aircraft; prioritize requirements for the excess aircraft; mission support needs (spares support, ground and aircraft battle damage repair trainers); United States Air Force Museum; Other military services and DoD agencies needs; Foreign Military Sales and Security Assistance Program Needs. Reference AFI 16-402 | LGM; XPP | |
| | 6. Issue transfer or status change instructions and authorizations on AF Form 913 through HQ USAF/XPPE for aerospace vehicles excess to USAF operational forces needs (HQ USAF/XPPL). Reference AFI 16-402 | LGM; XPP | |
| | 7. Utilize AF 913 to provide guidance on consolidation and storage of any wreckage in a manner to ensure all residue from the aircraft remains together, to include any wreckage recovered at a later date, pending release from HQ USAF. | LGM | |
| | 8. Coordinate with HQ USAF/XO/IL, and SAF/IA prior to reassignment of aircraft from inviolate storage (HQ USAF/XPPL). Reference AFI 16-402 | LGM | |
| | 9. Provide instructions to reclaim aerospace vehicles at operational locations. For AMARC-stored aircraft initiate code change to XX and request AFMC/LGMM-AVDO to issue a reclamation project (HQ USAF/XPPL). Reference AFI 16-402 | LGM | |

| Date Complete | Action | AMC OPR | Remarks |
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| | 10. Coordinate with AFMC Weapon System SPD to advise HQ USAF/XPPL on condition of excess aircraft to include modification, additional operational requirements and any spares needs and restrictions on export; recommends storage codes for those aerospace vehicles requiring storage at AMARC; recommends storage code changes to include reclamation. Reference AFI 16-402 | LGM; XPP | |
| | 11. All wreckage from Class A mishaps must be retained and stored at the host installation or other appropriate storage area until released by AFLSA/JACT. AFI 91-204, AFI 51-503 | LGM; JA; SE | |
| | 12. Ensure wreckage has been released for disposal by AFLSA/JACT prior to final disposal or salvage. | | |