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Command Policy



**COMPLIANCE AND STANDARDIZATION
REQUIREMENT LIST (C&SRL)
MAINTENANCE OPERATIONS FLIGHT (MOF)**

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This directory implements Air Force Policy Directive (AFPD) 90-2, *The Inspection System*, and is applicable to all Air National Guard (ANG) flying units. Compliance with this directory and its parent instruction Air National Guard Instruction (ANGI) 21-101, *Maintenance Management of Aircraft*, is mandatory. Units will supplement this publication with items developed from appropriate technical data, Air Force Occupational Safety and Health (AFOSH) Standards (STD), local operating instructions (OI), etc., to assess internal compliance. Higher Headquarters/Inspector General (HHQ/IG) may use this directory in whole or in part during evaluations and exercises.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1.	The items listed do not constitute the order	1
Table 1.	Maintenance Operations Flight (MOF)	2

1. The items listed do not constitute the order or limit the scope of the inspection/assessment. As a minimum, units will use this directory in conjunction with the annual unit self-inspection. The objective is to identify deficiencies that preclude attainment of required capabilities.

Table 1. Maintenance Operations Flight (MOF)

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
Maintenance Operations Flight (MOF)				
1.	Engine Management (EM) Section.			
1.1.	Does the EM section monitor engine removals and replacements, component tracking, engine TCTOs and TCIs, engine records in MIS, Comprehensive Engine Management System (CEMS), and perform engine manager duties? (5.4.)			
1.2.	Does the EM section manage CEMS/MIS utilizing the appropriate guidance? (5.4.1.)			
1.3.	Does EM coordinate with aircraft maintenance, PS&D, and propulsion flight on engines and components, TCIs, SIs, TCTOs, modifications, and ensure TCTOs and TCIs are requisitioned for the EM section IAW guidance found in Chapter 15 of ANGI 21-101? (5.4.2.)			
1.4.	Does EM plan, schedule, and document maintenance actions on assigned engines? (5.4.3.)			
1.5.	Does EM provide TCI information (cycles remaining, EOT, etc.) on serially controlled items to the propulsion flight and aircraft maintenance for engine and engine component CANN actions? (5.4.4.)			
1.6.	Does EM ensure all engine flying hour inspections are loaded against the engine, not the aircraft? (5.4.5.)			
1.7.	Does EM ensure all engine/module inspections tracked by EOT, CCY, TAC, etc. are loaded/tracked in MIS? (5.4.6.)			
1.8.	Does EM manage TCTOs on all assigned engines and components both installed and removed? (5.4.7.)			
1.8.1.	Does EM accomplish quarterly TCTO status reviews and reconciliation's IAW TO 00-25-254-1? (5.4.7.)			
1.8.2.	Does EM comply with TCTO duties and responsibilities assigned to documentation section for engine items as outlined in ANGI 21-101? (5.4.7.)			
1.8.3.	Does EM initiate AF 2410 and AF 2001 for TCTO kits, parts, and tools and forward the AF 2001 to the flight service center or LRS? (5.4.7.)			
1.8.4.	Does EM maintain TCTO folders for engine-related TCTOs? (5.4.7.)			
1.8.5.	Does EM keep records on TCTO kits and status on all engines installed in aircraft sent to depot? (5.4.7.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.8.6.	Does EM manage time changes on all engines and components, and ensure forecast parts requests are submitted to supply 60 days before the required month of the scheduled time change or JEIM/ERRC induction? (5.4.8.)			
1.8.7.	Does EM maintain and update historical documents for all assigned engines, modules, and major assemblies using automated history?			
1.8.7.1.	Does EM ensure a removal narrative is required for all removal actions? (5.4.9.1.)			
1.8.7.2.	Does EM use the correct Automated History Event indicator when processing MIS transactions to ensure the posting of removal times to automated 95s? (5.4.9.1.)			
1.8.7.3.	Does EM ensure the reason for removal and other pertinent data is included? (5.4.9.1.)			
1.8.7.4.	Does EM ensure special inspections, occurrences, and all borescopes include total time (EOT, TACs, CCYs, etc.), findings (no defect noted, discrepancies noted, etc.) and other pertinent information? (5.4.9.2.)			
1.8.7.5.	Does the Propulsion Section provide the Engine Management Section data on engines rejected at the test cell? (5.4.9.3.)			
1.8.7.5.1.	Is this data routed to the Engine Management Section at the time the engine is returned to JEIM for repair and does the data include, the reason for the rejection and the time of occurrence? (5.4.9.3.)			
1.8.7.5.2.	For engines that are accepted at test cell, does the data include all repairs, servicing, and if preservation of the engine was required? (5.4.9.3.)			
1.8.7.6.	For FSE or modifications, does the EM include total time (EOT, TACs, CCYs, etc.), brief summary of modifications to include part number and serial number of modified items, and other pertinent information? (5.4.9.4.)			
1.8.7.7.	For TCTO kit verification validations, does the EM include total time (EOT, TACs, CCYs, etc.), brief summary of modification including part number and serial number of items, and other pertinent information? (5.4.9.5.)			
1.8.7.8.	Does the EM ensure transferred engines or major assemblies are accompanied by assigned TCTO kits and the required historical documentation? (5.4.9.6.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.8.7.9.	For receiving/acceptance inspections, transfers and shipment of engines to designated repair facilities for engine, module (uninstalled), and major assemblies (uninstalled) does the EM include total time (EOT, TACs, CCYs, etc.), received or departing from unit, discrepancies, and other significant information? (5.4.9.7.)			
1.8.7.10.	For work completed on engine, module (uninstalled), major assembly (uninstalled), does the EM include total time (EOT, TACs, CCYs, etc.), and a brief maintenance summary to include major assemblies replaced, test cell run, engine preservation, annual engine records reviews and other significant information (i.e., FOD)? (5.4.9.9.)			
1.9.	Does EM provide automated management products and assist with presentation of reports and briefings. Maintain flow charts and production visual aids depicting current end-item status (JEIM units only)? (5.4.10.)			
1.10.	Does EM check life-limited components forecast for additional component changes, TCTOs and SIs on all removed engines? (5.4.1.11.)			
1.11.	Does EM, in coordination with the Propulsion Element Supervisor, develop a detailed 6-month engine and module removal forecast to smooth peaks and valleys in the engine maintenance workload? (5.4.12.)			
1.11.1.	Is the 6-month forecast accomplished monthly using CEMS product E373? (5.4.12.)			
1.12.	Does EM publish scheduled engine changes in the monthly maintenance plan (if published) or in the first weekly maintenance plan of the effective month? (5.4.13.)			
1.13.	Does EM verify engine total time versus aircraft total time, flying hours and manual cycles as applicable) with PS&D during aircraft document reviews? (5.4.14.)			
1.14.	Does EM maintain (load, delete, and change) the JML or the -6 requirements for engine inspections and time changes? (5.4.15.)			
1.15.	Does EM establish a CEMS contingency plan for when either or both systems are down for an extended period of time (more than 48 hours)? (5.4.16.)			
1.15.1.	Does the plan include procedures for retaining data in date-time order for input when CEMS operation resumes? (5.4.16.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.15.2.	Does the plan address home station and deployed procedures? (5.4.16.)			
1.16.	Does EM develop local engine tracking procedures and documentation methods to be used at deployed locations? (5.4.17.)			
1.16.1.	Do the procedures include as a minimum, method of communication (message, e-mail or FAX), documentation and shipping responsibilities with SRAN addresses, CANN and reporting procedures for engine removals? (5.4.17.)			
1.16.2.	Does the EM take immediate action to correct all reporting errors and variances between the base CEMS using the engine manager's data list? (5.4.17.)			
1.17.	Does EM accomplish unit engine manager duties as prescribed in accordance with AFI 21-104, TOs 00-25-254-1/-2, and ANGIs? Act as liaison with the SRAN engine manager when the EM section is part of a tenant unit and the host unit provides the base engine manager function? (5.4.18.)			
1.18.	Does EM provide the primary SRAN engine manager all quarterly reporting information required for submission to higher headquarters? (5.4.19.)			
1.19.	Has the MXG/CC appointed a SRAN engine manager (if a host), or a unit engine manager (UEM, if a tenant) to accomplish the duties outlined in ANGI 21-101, TO 00-20-254-series and AFI 21-104? (5.4.20.)			
1.19.1.	Is the SRAN EM selected from AFSC 2R1X1 or 2A6X1A/B or 2S0X1 with a 7- or 9-skill-level? (5.4.20.)			
1.19.2.	Does the SRAN engine manager advise SQ/CC and MXG/CC on administering the base engine management program, on engine logistics concepts, principles, policies, procedures and techniques? (5.4.20.1.)			
1.19.3.	Does the SRAN engine manager act as single point of contact between the unit and the ANG/LGMM for engine management questions? (5.4.20.1.)			
1.19.4.	Does the SRAN engine manager establish written procedures to support engine management responsibilities IAW AFI 21-104 and ANGI 21-101? (5.4.20.2.)			
1.19.5.	Does the SRAN engine manager provide inputs for ANG supplements to TOs 00-25-254-1 and 00-25-254-2? (5.4.20.2.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.19.6.	Does the SRAN engine manager establish local procedures to detect and resolve missing sequence numbers? (5.4.20.3)			
1.19.7.	Does the SRAN engine manager establish local procedures for the handling of engines, augmenters, and QEC kits? (5.4.20.4.)			
1.19.8.	Does the SRAN engine manager request initialization decks (I-Deck) from CEMS central database (CDB) and ensure data in MIS mirrors the CDB? (5.4.20.5.)			
1.19.9.	Does the SRAN engine manager ensure deployed engine monitors are assigned and trained to perform engine manager and monitor duties while deployed? (5.4.20.6)			
1.19.9.1.	Does the engine monitor will ensure all deployed spare engines have a copy (paper or electronic) of CEMS product E407, option 1 and 4, included in the deployment package? (5.4.20.6.)			
1.19.10.	Does the SRAN engine manager verify that all update transactions (e.g., times TCTO, part removal and installations) are input before reporting an engine removal or installation? (5.4.20.7.)			
1.19.11.	Does the SRAN engine manager perform periodic quality audits to monitor accuracy and timeliness of reporting? (5.4.20.8.)			
1.19.12.	Does the SRAN engine manager perform annual EM training for all affected personnel (back shop, test cell, flightline, aircraft maintenance scheduler, etc.) who report engine status, or are responsible for engine documentation and scheduling IAW AFCSM 21-558, Vol 2, AMCI 21-112, TO 00-25-254-series and TO 00-20-5-1-series? (5.4.20.9.)			
1.19.13.	Does the SRAN engine manager maintain a jacket file of shipping documents for engine shipments and receipts? (5.4.20.10.)			
1.19.14.	Does the SRAN engine manager obtain command EM approval prior to returning engines to depot or two-level maintenance? (5.4.20.10.)			
1.19.15.	Does the SRAN engine manager perform duties and requirements for engine shipments and receipts according to AFPD 24-2, Preparation and Movement of Air Force Materiel, AFI 21-104, and TOs 00-85-20, 2J-1-18, Preparation for Shipment and Storage of Gas Turbine Engines, 2R-1-11, and 2-1-18? (5.4.20.11)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.19.16.	Does the SRAN engine manager ensure engines are prepared for shipment according to TO 2J-1-18, and TO 00-85-20, Engine Shipping Instructions, and place them in airfreight area within 72 hours after the engine change is completed? (5.4.20.12.)			
1.19.16.1.	Does the SRAN engine manager notify ANG/LGMM engine management and the owning SRAN if this time frame can't be met? (5.4.20.12)			
1.19.17.	Does the SRAN EM report receipt transaction of engines as of the date and time engines are delivered from the transportation hold area and accepted at the JEIM facility to CEMS? (5.4.20.13.1.)			
1.19.17.1.	Does the SRAN EM report shipment transactions with the as of date and time the engine/s physically leave the base to CEMS? (5.4.20.13.1.)			
1.19.17.2.	Does the SRAN EM report all engine and tracked item removals, installations, and engine status changes to CEMS? (5.4.20.13.1.)			
1.19.17.3.	Does the SRAN EM report all engine status transaction removals, installations, gains, engine-not-mission capable for supply (ENMCS), work completed, test cell rejects, work stopped, work started, change in level of maintenance, awaiting disposition, intra-Air Force receipt and intra-Air Force shipments, transfer, and HOW MAL codes IAW AFI 21-104 and TO 00-25-254-series to CEMS? (5.4.20.13.1.)			
1.19.17.4.	Does the SRAN EM report for engines removed status codes LF, LB or LG, then determination is made to ship the engine to depot or induct in 2LM repair, process an "ML" transaction. Refer to TO 00-25-254-1 for CEMS codes guidance to CEMS? (5.4.20.13.1.)			
1.19.17.5.	Does EM ensure that command-directed modifications and rescissions requiring de-compliance work are accomplished? (5.4.21.)			
1.20.	Does EM coordinate with LRS to ensure requirements for ENMCS are accurately reported and promptly requisitioned? (5.4.22.)			
1.21.	Does EM check the non-installed spare engine historical preservation record IAW TO 2J-1-18? (5.4.23.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
1.22.	Does EM ensure comments on the status of engines in unserviceable categories (INW, AWP, AWM) are entered into the information analysis web site (GUARDIAN) daily? (5.4.24.)			
1.23.	Does EM forecast life limit change requirements resulting from analysis of life limit data and engine time change/ inspection requirements and engine historical document files? (5.4.25.)			
2.	Programs and Deployments.			
2.1.	Does the Program and Mobility section manage the manning, facilities, and deployment functions for the group? (5.7.1.)			
2.2.	Is the Programs Section responsible for overall management and control of the personnel management subsystem? (5.7.2.)			
2.2.1.	Does the Programs Section develop, maintain, and coordinate all AFI-directed programs and plans affecting maintenance? (5.7.2.1.)			
2.2.2.	Does the Programs Section act as resource advisor to MXG/CC? (5.7.2.2.)			
2.2.3.	5.7.2.3. Does the Programs Section conduct SAVS within the group to assist each maintenance functional area? (5.7.2.3.)			
2.2.3.1.	Do SAVs administratively evaluate a unit's ability to deploy IAW the DOC statement? (5.7.2.3.1.)			
2.2.3.2.	Are SAVs conducted at least once a year and documented? (5.7.2.3.2.)			
2.2.3.3.	Does the unit will retain documentation until the next SAV unless repeat discrepancies are noted? (5.7.2.3.2.)			
2.2.3.4.	If discrepancies are repeated, is SAV documentation retained until the discrepancies are closed? (5.7.2.3.2.)			
2.3.	Does the Programs Section manage manpower and assignments for the group? (5.7.3.)			
2.4.	Does the Programs Section serve as focal point within maintenance group for management of facilities and development of the maintenance group communication plan? (5.7.4.)			
2.5.	Is the Programs Section the focal point for maintenance group mobility planning and execution actions? (5.7.5.)			
2.5.1.	Does the Programs Section coordinate maintenance mobility requirements? (5.7.5.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
2.6.	Does the Programs Section comply with support agreements IAW AFI 25-201? (5.7.6.)			
2.7.	Is the Programs Section responsible for developing/ coordinating maintenance group maintenance commercial contracts unless the MXG/CC has determined another office of responsibility? (5.7.7.)			
2.8.	Does the Programs Section develop a plan to report suspected aircraft tampering or intentional aircraft damage, in coordination with the operations group, security police, and command post? (5.7.8.)			
2.9.	Does the Programs Section monitors SORTs reporting for the MXG? (5.7.9.)			
2.10.	If designated as a UTC Pilot Unit, does the Programs Section coordinate with Wing Plans and those other UTC tasked units on cargo and equipment authorizations/requirements in order to develop and maintain a standardized package, which meets the specific mission capability requirements? (5.7.10.1.)			
2.10.1.	If designated as a UTC Pilot Unit, does the Programs Section coordinate with Wing Plans and the Allowance Standard (AS) monitor for that UTC on equipment changes and new equipment requirements? (5.7.10.2.)			
2.10.2.	If designated as a UTC Pilot Unit, does the Programs Section assist with site surveys of deployment locations? (5.7.10.3.)			
2.11.	Does the Programs Section assist units in interpreting guidance for marking/packing/marshaling of tasked equipment according to AFMAN 24-204, AFMAN 10-401, and AFMAN 91-201? (5.7.11.)			
2.12.	Does the Programs Section assist the deployed senior maintenance representative with site surveys? (5.7.12.)			
2.13.	Does the Programs Section coordinate with Wing Plans to compile the data necessary to implement and maintain the deployment database? (5.7.13.)			
2.14.	Does the Programs Section review all operations plans requiring support from the aircraft maintenance complex? (5.7.14.)			
2.15.	Does the Programs Section coordinate maintenance planning actions in support of all aircraft maintenance plans with concerned activities? (5.7.15.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
2.16.	Does the Programs Section maintain personnel and equipment rosters, applicable plans, and checklists required to deploy aircraft maintenance personnel and equipment? (5.7.16.)			
2.17.	Does the Programs Section ensure personnel readiness folders (if used) are maintained? (5.7.17.)			
2.18.	Does the Programs Section prepare and submit financial requirements for inclusion in the base financial plan and operating budget. Coordinates with each cost center to assess financial needs? (5.7.18.)			
2.18.1.	Does the Programs Section advise the MXG/CC on the distribution of the operating budget? (5.7.18.)			
2.18.2.	Does the Programs Section analyze past expenses, current expenses, and programs to project the financial requirements? (5.7.18.)			
2.19.	Does the Programs Section monitor the status of expenses to include DLR by cost center and briefs the MXG/CC of unusual expenditures that may impact the unit's financial condition? (5.7.19.)			
2.19.1.	Does the Programs Section review financial status to ensure each cost center receives equitable and necessary base-funded materials and services? (5.7.19.)			
2.20.	Does the Programs Section evaluate trends and operating costs, which are used in projecting commitments and obligations? (5.7.19.)			
2.21.	Does the Programs Section provide training to the cost center managers as required? (5.7.21.)			
2.22.	Does the Programs Section maintain a current copy of the Maintenance manning documents? (5.7.22.)			
2.23.	Does the Programs Section initiate/coordinate on all personnel assignments and change requests? (5.7.23.)			
2.23.1.	Does the Programs Section monitor critical AFSCs? (5.7.23.)			
2.23.2.	Does the Programs Section ensure assigned personnel are properly loaded in the personnel data system? (5.7.23.)			
2.24.	Is the Programs Section familiar with all Maintenance facilities? (5.7.24.)			
2.24.1.	On an annual basis, does the Programs Section determine if existing facilities are suitable for the activities to which they are assigned? (5.7.24.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
2.25.	Does the Programs Section serve as the focal point for the management of facilities and development of the master aircraft-parking plan in coordination with the Airfield Manager, Including tenant unit parking plan in the host unit's master parking plan? (5.7.25.)			
2.25.1.	Does the Programs Section coordinate on all work requests for new construction or alteration to existing facilities? (5.7.25.)			
2.25.2.	Does the Programs Section coordinate all facility requirements with affected agencies? (5.7.25.)			
2.26.	Is the Programs Section the focal point for Maintenance inputs to support agreements? (5.7.26.)			
2.27.	Does the Programs Section conduct SAVs, and documents, at least annually, to each maintenance shop to assist with financial management, personnel management, facility management, and deployment planning? (5.7.27.)			
2.28.	Does the Programs Section monitor and validate all telephone installation requests, if applicable? (5.7.28.)			
3.	Maintenance Data Systems Analysis (MDSA) Section.			
3.1.	Are Maintenance Analysts highly trained statisticians with a wide range of knowledge-based skills geared to the investigation of problem areas? (5.8.1.)			
3.1.1.	Does MDSA seek every opportunity to educate leadership on the services available? (5.8.1.)			
3.2.	Does the MDSA section manage maintenance information systems and perform analyses to assess and improve unit performance (i.e., effectiveness, and efficiency of unit resources, and logistical support processes)? (5.8.2)			
3.2.1.	Does the MDSA section provide support to MXG? (5.8.2.1.)			
3.2.2.	Like Quality Assurance, does the MDSA have direct access to MXG/CC to ensure negative and positive information affecting unit health is not filtered in any way? (5.8.2.1.)			
3.3.	Are analysts familiar with the functions and responsibilities of the maintenance organization and have a basic understanding of the equipment maintained by the unit? (5.8.3.)			
3.3.1.	Does the MDSA element/workcenter supervisor ensure each analyst assigned attends a local familiarization course for 2R0X1 personnel? (5.8.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.3.2.	As a minimum does the local course include weapon system/ Communications Electronics (CE) familiarization, flightline and shop operations, organizational structure and roles of each group, squadron, and flight? (5.8.3.)			
3.3.3.	Do analysts attend the local course within 6 months of assignment to the unit? (5.8.3.)			
3.4.	Does the MDSA team use MIS data, research, and investigation, to identify problem areas for additional study? (5.8.4.)			
3.4.1.	Does the MDSA team present the MXG leaders with completed studies focusing on the cause and effect of problem areas, to include recommendations for course(s) of action as appropriate? (5.8.4)			
3.5.	Do Analysis personnel establish sound working relationships with all unit personnel through constant communication and frequent visits to workcenters? (5.8.5.)			
3.5.1.	Is the Analysis section customer oriented and does it provide assistance to all unit personnel in the area of maintenance management information systems, data extraction and interpretation? (5.8.5.)			
3.5.2.	Does MDSA process and maintain maintenance database records (this does not infer input)?			
3.5.3.	Are analysts prohibited from altering source data in MIS under all circumstances (they may do data maintenance)? (5.8.5.1.)			
3.5.4.	Does MDSA review data for anomalies and identifies areas requiring further study? (5.8.5.2.)			
3.5.5.	Does MDSA provide presentations, reports, studies/analyses, and briefings as requested or deemed appropriate? (5.8.5.3.)			
3.5.6.	Does MDSA provide information on analysis services and capabilities to unit supervision? (5.8.5.4.)			
3.5.7.	Does MDSA assist unit leaders with the application and interpretation of maintenance data? (5.8.5.5.)			
3.5.8.	Does MDSA coordinate with PS&D and production leaders to provide monthly airframe, facility and personnel capabilities (as required), attrition, and spare factors for use in planning the annual flying program? (5.8.5.6.)			
3.5.9.	Does MDSA provide CSSM with data and information for input into the IREP? (5.8.5.7.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.5.10.	When available, does a Deficiency Analyst will participate in the IREP to help identify and analyze problem areas? (5.8.5.7.)			
3.5.11.	Does MDSA analyze equipment performance trends to identify problems affecting the unit mission? (5.8.5.8.)			
3.5.12.	Does MDSA ensure timely submission of data to meet ANG reporting suspense's and ensure the validity of data submissions? (5.8.5.9.)			
3.5.13.	Does MDSA work with the maintenance senior maintainers on all comments written to explain the meaning of the data presented? (5.8.5.9.)			
3.5.14.	Does MDSA work very closely with leadership to ensure the sources of problems are identified? (5.8.5.9.)			
3.5.15.	Does MDSA verify accuracy of the JDD subsystem of MIS? (5.8.5.9.1.)			
3.5.16.	Does MDSA validate data entered into MIS and informs affected agencies of discrepancies? (5.8.5.9.1.)			
3.5.17.	Does MDSA identify erroneous or missing data to the responsible agency for correction or completion? (5.8.5.9.1.)			
3.5.18.	For units with deployment commitments, does MDSA assist in developing specific procedures for the deployment of the MIS related hardware and software? (5.8.5.9.2.1.)			
3.5.18.1.	Where necessary, does MDSA and the deploying squadrons work with the Communications Squadron to develop contingency procedures for ensuring connectivity of the MIS where none exists? (5.8.5.9.2.1.)			
3.5.18.2.	Are these procedures reviewed prior to any deployment to determine if they will need modification for unique factors? (5.8.5.9.2.1.)			
3.5.18.3.	Do all procedures take into account unit suspense's for recurring RCS reports to the headquarters? (5.8.5.9.2.1.)			
3.5.19.	Do Analysis personnel on deployments obtain a connection to the MIS database through local area network or a dial up connection prior to beginning flying operations? (5.8.5.9.3.)			
3.5.19.1.	Do deployed analysis personnel ensure that aircraft status; flying hours, inventory, scheduling and deviation information, and discrepancy data is entered at the deployed location? (5.8.5.9.3.)			

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3.5.19.2.	Does Analysis section contact ANG/LGMM analysis at least 30 days before deployment for MIS connection instructions? (5.8.5.9.3.)			
3.5.19.3.	Does Analysis section adhere to their primary responsibility of ensuring connection to the MIS, provide statistical analysis, and ensure maintenance and flying data is captured during the deployment? (5.8.5.9.3.)			
3.5.20.	Does MDSA control the assignment of unit workcenter and mnemonic codes? (5.8.5.9.4.)			
3.5.20.1.	Does MDSA coordinate with the Programs Section on the assignment of alpha numeric and workcenter codes? (5.8.5.9.4.)			
3.5.20.2.	Does MDSA publish written guidance to control these codes? (5.8.5.9.4.)			
3.5.20.3.	Does MDSA use multiple mnemonic codes within a workcenter code to accommodate different AFSCs assigned? (5.8.5.9.4.)			
3.5.20.4.	Does MDSA coordinate new or revised mnemonic codes with affected activities for planning purposes? (5.8.5.9.4.) NOTE: For G0-81 units, AMC will publish guidance on workcenter mnemonics and only one mnemonic will be assigned per workcenter.			
3.6.	Does MDSA exercise overall responsibility for system database management of the Core Automates Maintenance System (CAMS)? (5.8.6.1.)			
3.6.1.	Does the MDSA section review proposals prior to presentation to the CRB for hardware and software configuration changes to CAMS? (5.8.6.2.)			
3.6.2.	Does the MDSA element/workcenter supervisor ensure trained database managers have the capability to support processing requirements for CAMS? (5.8.6.3.)			
3.6.3.	Does the MDSA section assist CAMS users in developing procedures for collecting information from deployments and exercises where CAMS is not available? (5.8.6.4.)			
3.6.4.	Does the DBM manage the use and structural integrity of the CAMS database? (5.8.6.5.1.)			
3.6.4.1.	Does the DBM ensure CAMS security is maintained in accordance with AFI 33-202, and AFI 33-115, Vol 1? (5.8.6.5.2.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.4.2.	Does the DBM control and monitor the operation of CAMS? (5.8.6.5.3.)			
3.6.4.3.	Does the DBM provide expertise on CAMS for resolution of problems beyond the workcenter's and sub-system monitors' control? (5.8.6.5.4.)			
3.6.4.4.	Does the DBM provide support to tenant users and establishes MOAs, if applicable? (5.8.6.5.5.)			
3.6.4.5.	Does the DBM coordinate with the DMC, AFNCC, BNCC, or RPC on all matters concerning CAMS and with ANG/NOC and ANG/ROC when applicable? (5.8.6.5.6.)			
3.6.4.6.	Does the DBM have sole responsibility for coordinating with DMC or RPC unless deviations from this policy are clearly stated in local OIs and published by the host GP/CC? (5.8.6.5.6.)			
3.6.4.7.	Does the DBM ensure the DMC or RPC supports all requirements concerning the operation and maintenance of CAMS? (5.8.6.5.7.)			
3.6.4.8.	Does the DBM coordinate with other users and the DMC or RPC to schedule periodic saves of CAMS files to prevent loss of data caused by computer failure? (5.8.6.5.7.)			
3.6.4.9.	Does the DBM notify affected users if errors are found? (5.8.6.5.9.)			
3.6.4.10.	Does the DBM coordinate with the DMC or RPC and CAMS users to schedule routine Preventative Maintenance to ensure it will have the least impact on the unit (when the system is least used)? (5.8.6.5.10.)			
3.6.4.11.	Does the DBM develop procedures and act as the prime agency for reporting all suspected CAMS hardware failures? (5.8.6.5.11.)			
3.6.4.11.1.	If failures are reported, does the DBM determine whether an operator error or hardware failure has occurred? (5.8.6.5.11.)			
3.6.4.12.	Does the DBM coordinate with other users and the DMC or RPC on loading of new releases, special programs, and changes to programs? (5.8.6.5.12.)			
3.6.4.13.	Does the DBM coordinate and/or publish scheduled CAMS downtime? (5.8.6.5.13.)			
3.6.4.14.	Does the DBM ensure CAMS users are aware of problems relating to their subsystems through sub-system monitor notification, including all releases and system advisory notices (SAN)? (5.8.6.5.14.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.4.15.	Does the DBM maintain the SAN file? (5.8.6.5.15.)			
3.6.4.16.	Does the DBM coordinate with subsystem managers, tenant users, and RJET sites on monthly maintenance of the CAMS database (i.e., Delete History NFS120 and JDD Delete History NFS760), when applicable? (5.8.6.5.16.)			
3.6.4.16.1.	Are these utilities are run monthly? (5.8.6.5.16.)			
3.6.4.16.2.	Does the DBM produce a schedule to allow the least impact on other system users? (5.8.6.5.16.)			
3.6.4.16.3.	Does the DBM schedule periodic saves of CAMS files to prevent loss of data caused by computer failure? (5.8.6.5.16.)			
3.6.4.16.4.	Are scheduled saves done to cause the least possible interruption to CAMS users? (5.8.6.5.16.)			
3.6.4.17.	Does the DBM notify other CAMS users and subsystem managers of unscheduled downtime status as soon as possible? (5.8.6.5.17.)			
3.6.4.17.1.	When an extended computer outage occurs, does the DBM notify sub-system managers of computer off-line time and determine if manual backup procedures are necessary to input data? (5.8.6.5.17.)			
3.6.4.17.2.	When CAMS is unavailable, does the DBM, subsystem managers, and squadron personnel implement manual backup procedures for accumulating CAMS data? (5.8.6.5.17.1.)			
3.6.4.17.3.	Does the host DBM develop and publish local OI detailing manual documentation procedures? (5.8.6.5.17.2.)			
3.6.4.18.	Does the DBM coordinate with other functions to ensure continuity of events taking place in CAMS including procedures for background products? (5.8.6.5.18.)			
3.6.4.18.1.	When possible, are backgrounds processed during times of least on-line system use? (5.8.6.5.18.)			
3.6.4.18.2.	Does the DBM recommend options to reduce background products, by encouraging users to use on-line capabilities of CAMS? (5.8.6.5.18.)			
3.6.4.18.3.	Does the DBM control the use of background products to ensure the maximum benefit with the least interruption to the system response time? (5.8.6.5.18.)			
3.6.4.19.	Does the DBM control and distribute local unit CAMS products after processing is complete? (5.8.6.5.19.)			
3.6.4.20.	Does the DBM review system response times and takes action if required? (5.8.6.5.20.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.4.21.	Does the DBM notify ANG/LGMM of extended unscheduled computer downtime (over 4 hours), or when experiencing problems beyond the capabilities of the unit's DBM? (5.8.6.5.21.)			
3.6.4.22.	Does the DBM have access to the tools required to manage the CAMS database in the host unit and a password with access to TIP and Demand? (5.8.6.5.22.)			
3.6.4.23.	Does the DBM initiate NDA500 or set-verify to identify and isolate database errors and attempt correction through use of DBE or QLP with update, IQU, or IPF? (5.8.6.5.23.)			
3.6.4.24.	Does the DBM notify affected users if errors are found in the CAMS database and takes prompt action to correct the errors? (5.8.6.5.24.)			
3.6.4.25.	Does the DBM ensure proper use and control of the database fix keys provided by the gaining MAJCOM and FAB? (5.8.6.5.25.)			
3.6.4.26.	Does the DBM coordinate and control recovery procedures for CAMS? (5.8.6.5.26.)			
3.6.4.27.	Does the DBM control and monitor submissions of CAMS DIREP, and C4 system requirement documents, and suggestions for CAMS evaluations? (5.8.6.5.27.)			
3.6.4.28.	Does the DBM coordinate on matters pertaining to the interface of other automated systems with CAMS? (5.8.6.5.28.)			
3.6.4.29.	Has the DBM developed and does the DBM follow a checklist in case of the loss of an aircraft? (5.8.6.5.29.)			
3.6.4.29.1.	Regardless of the time or day of week, is the DBM (or alternate) will be contacted immediately put the CAMS in FUD until the checklist can be completed? (5.8.6.5.29.)			
3.6.5.	Does the DBM ensure that CAMS/REMIS system security is maintained by controlling access to specific CAMS programs and subsystems by utilizing TRIC security? (5.8.6.6.1.)			
3.6.5.1.	Does the DBM ensure that CAMS/REMIS system security is maintained by ensuring CAMS subsystem managers are informed of the status of applicable TRIC prior to turning the TRIC on or off? (5.8.6.6.2.)			
3.6.5.2.	In circumstances where a particular TRIC code is turned off for extended periods of time, does the DBM notify their ANG/LGMM and gaining MAJCOM counterpart, providing rationale for leaving the TRIC in the off status? (5.8.6.6.2.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.5.3.	Does the DBM ensure that CAMS/REMIS system security is maintained by developing methods preventing unauthorized use of CAMS/REMIS equipment and data within the purview of AFI 33-332 and AFI 33-202? (5.8.6.6.3.)			
3.6.5.3.1.	Does the DBM ensure proper control of CAMS/REMIS passwords? (5.8.6.6.3.)			
3.6.5.3.2.	Is MDSA the focal point to monitor user/id request forms for REMIS and does MDSA forward completed forms to ANG/LGMM? (5.8.6.6.3.1.)			
3.6.5.3.3.	Does MDSA provide ANG/LGMM via message/e-mail, the name, rank, office symbol, and phone number of the REMIS focal point as changes occur? (5.8.6.6.3.2.)			
3.6.5.3.4.	Does MDSA maintain a listing of locally assigned REMIS users and provide updates to add, change or delete REMIS users upon assignment, separation, or retirement? (5.8.6.6.3.3.)			
3.6.6.	Are CAMS Subsystem managers and their alternates identified by letter of appointment from the responsible agency? (5.8.6.8.)			
3.6.6.1.	Do CAMS Subsystem managers report hardware/software problems to the unit DBM, assist maintenance training in developing and conducting familiarization courses for CAMS users, monitor access to their subsystem via TRIC security and approve/disapprove requests for TRIC access for users and forwards to DBM for processing? (5.8.6.8.)			
3.6.7.	Is MDSA responsible for the overall management of the JDD subsystem? (5.8.6.8.1.)			
3.6.7.1.	Does MDSA provide overall management and control of the maintenance deferred code listing? (5.8.6.8.1.1.)			
3.6.7.2.	Does MDSA coordinate changes to the table with PS&D? (5.8.5.8.1.1.)			
3.6.7.3.	Is CEMS Engine Tracking/Engine Documentation Section responsible for overall management and control of scheduled/unscheduled engine maintenance events concerning engine inspections and time changes, engine TCTOs, engine equipment transfers and engine status? (5.8.6.8.3.)			
3.6.7.4.	Is MOC responsible for overall management and control of the location subsystem and aircraft status reporting (CAMS/REMIS corrections)? (5.8.6.8.4.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.7.5.	Is Avionics Section responsible for overall management and control of the ATERS (CAMS/REMIS corrections)? (5.8.6.8.5.)			
3.6.7.6.	Is Egress Section responsible for overall management and control of the egress configuration management? (CAMS/REMIS corrections)? (5.8.6.8.6.)			
3.6.7.7.	Is Maintenance Training responsible for overall management and control of the training management sub-system? (5.8.6.8.7.)			
3.6.7.8.	Is Programs Section responsible for overall management and control of the personnel management subsystem? (5.8.6.8.8.)			
3.6.7.9.	Is MSL (if applicable) the liaison between CAMS and LRS? System problems concerning supply transactions i.e., supply rejects, reports, are brought to attention of the MSL for correction of DIREP? (5.8.6.8.10.)			
3.6.8.	Does the host DBM provide CAMS technical support to tenant users to assist them in maintaining their unit's database? (5.8.6.9.)			
3.6.9.	Has a DIT/DIG teams been established to evaluate/isolate/eliminate documentation problems in CAMS/G081? (5.8.6.12.)			
3.6.9.1.	Does the DIT/DIG will include at least one representative from each squadron that repairs aircraft, and participation from PS&D, the MOC, the CSSM, EM, Debrief, and QA on an as needed basis, as determined by the MDSA? (5.8.6.12.)			
3.6.9.2.	The DIT will meet monthly? (5.8.6.12.)			
3.6.9.3.	Are DIT representatives at least 5-levels and familiar with the unit's assigned weapon system(s)? (5.8.6.12.)			
3.6.10.	Does a CAMS/G081 Users Group or DIT identify user problems, provide on the spot training to correct user documentation problems, and discuss other issues relating to operation of the system? (5.8.6.13.)			
3.6.11.	Does the MDSA or senior maintenance leader chair the CAMS/G081 working group meeting? (5.8.6.13.)			
3.6.11.1.	Are CAMS/G081 Users Group meetings held at least quarterly and conducted prior to loading a CAMS release/G081 major program change to ensure all personnel are aware of the changes? (5.8.6.13.)			
3.6.11.2.	Does the DIT or CAMS/G081 Users Group publish an agenda and send to all workcenters prior to all meetings? (5.8.6.13.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.11.3.	Does the DIT or CAMS/G081 Users Group publish meeting minutes and send to all workcenters? (5.8.6.13.)			
3.6.12.	When the operational requirements are not achieved, does MDSA perform an investigation to determine the cause considering the minimum areas listed in ANGI 21-101? (5.8.6.14.)			
3.6.13.	When negative trends are identified, does the DIT contact QA, unit managers, and workcenter technicians for assistance in performing investigations? (5.8.6.15.)			
3.6.13.1.	When negative trends are identified, does the DIT consider the minimum items listed in ANGI 21-101 to aid in their investigation? (5.8.6.15. – 5.8.6.15.7.)			
3.6.13.2.	When the DIT does an investigation of negative trends does it consolidate the results in the form of briefings or interim reports, depending upon the seriousness of the trend? (5.8.6.15.)			
3.6.14.	Does MDSA utilize the analytical process consists of identifying contributory factors, manipulating raw data into meaningful formats, computing management indicators, performing statistical measurements, to create accurate, complete, and easy to understand presentations? (5.8.6.16.)			
3.6.15.	Are managers familiar with how data is developed, interpreted, and presented to ensure accurate presentations of results for decision-making? (5.8.6.17.)			
3.6.16.	Does MDSA provide results of investigations, analyses, or studies to workcenters? (5.8.6.18.)			
3.6.16.1.	Do MDSA studies state assumptions up front and is it summarized in plain English? (5.8.6.18.1.)			
3.6.17.	Are Maintenance Analysis referrals used to identify, investigate, and propose corrective action for management problems? (5.8.6.19.)			
3.6.17.1.	Are referral reports concise, accurate, and timely to provide operations and maintenance managers with information for making decisions? (5.8.6.19.)			
3.6.17.2.	Does MDSA as the OPR maintains a log of all referrals, assigning a referral number before processing begins? (5.8.6.19.)			
3.6.17.3.	Does the referral log reflect the referral number, initiating agency, date, subject, and action taken? (5.8.6.19.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.17.4.	Does MDSA route referrals through the affected agencies for comments, with the final addressee as the maintenance data systems analysis section? (5.8.6.19)			
3.6.17.5.	Does MDSA retain copies and indicate whether additional monitoring or follow-up action is necessary?			
3.6.17.6.	Does MDSA provide a completed study of each maintenance referral to each QA? (5.8.6.19.)			
3.6.18.	Does MDSA monitor and evaluate the Base Repair/IREP program? (5.8.6.21.)			
3.6.19.	Do unit maintenance data presentations (may be automated) present data by using summaries, charts, graphs, tabular displays, and narratives? (5.8.6.21.)			
3.6.19.1.	Are maintenance data presentations well constructed, accurate and easy to understand? (5.8.6.21.)			
3.6.20.	Does MDSA prepare a data summary (ANG 7401) for cross tell purposes? (5.8.6.22.)			
3.6.20.1.	Does MDSA compile and submit the 7401 report to ANG/LGMM by the 11th working day of each month for the preceding month through electronic spreadsheet or Guardian? (5.8.6.22.)			
3.6.21.	Does the G081 Management function manage and coordinate the overall use and development of G081 equipment and programs within the maintenance complex and management of the system to meet unit, ANG and AMC requirements? (5.8.6.23.)			
3.6.21.1.	Does the G081 management element develop and maintain an OI for local management of G081? (5.8.6.23.1.)			
3.6.21.1.1.	Does the G081 OI address contingency plans for the support of critical areas during extended computer downtime? (5.8.6.23.1.1.)			
3.6.21.1.2.	Does the G081 OI address the use of the G081 system during deployments and contingency operations? (5.8.6.23.1.2.)			
3.6.21.2.	Does the G081 management element assist agencies within the maintenance complex to better utilize G081? (5.8.6.23.2.)			
3.6.21.3.	Does the G081 management element maintain an up-to-date master copy of all publications pertaining to G081 policies, procedures, programs, and ensuring changes are briefed to all users? (5.8.6.23.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.21.4.	Does the G081 management element ensure integrity of the database is maintained by limiting user access to authorized workcenters and personnel?			
3.6.21.5.	Does the G081 management element assign USERID/ Password access to G081 users, monitor/assist users with LOGIN procedures, and unlock & reset passwords as requested by users? (5.8.6.23.5.)			
3.6.21.6.	Does the G081 management element act as approval agency for the MXG/CC or MOF commander on program 8033 off-base messages? (5.8.6.23.6.)			
3.6.21.7.	Is the G081 management element the primary point of contact (POC) for reporting all G081-related problems? (5.8.6.23.7.)			
3.6.21.8.	Does the G081 management element coordinate with ANG/LGMM personnel concerning hardware and software problems? (5.8.6.23.8.)			
3.6.21.9.	Does the G081 management element ensure all G081 users are informed of downtimes scheduled for preventive maintenance? (5.8.6.23.9.)			
3.6.21.10.	Does the G081 management element provide specialized functional or workcenter training to POCs to ensure computer competency at the user level? (5.8.6.23.10.)			
3.6.21.11.	Does the G081 management element assist maintenance activities in the proper application and interpretation of G081 technical publications? (5.8.6.23.11.)			
3.6.21.12.	Does the G081 management element troubleshoot and, if possible, solve G081-related problems beyond the capabilities of the functional users?			
3.6.21.13.	Does the G081 management element identify problems to ANG/LGMM for corrective action if solving the problem is beyond G081 management capability? (5.8.6.23.12.)			
3.6.21.14.	Does the G081 management element ensure G081 users are aware of problems and corrective actions relating to G081? (5.8.6.23.13.)			
3.6.21.15.	Does the G081 management element ensure that users are aware of problems including System Deficiency Reports (529s) applicable to the functional area by evaluating all recommended F9038 program changes received from other G081 users? (5.8.6.23.14.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
3.6.21.16.	Does the G081 management element coordinate with the MXG/CC or MOF commander and applicable staff organizations on matters concerning interface with associated systems at base level, as directed by ANG/LGMM? (5.8.6.23.15.)			
4.	Maintenance Plans.			
4.1.	Does Maintenance Plans assist the installation deployment officer (frequently the senior Maintenance Plans officer in the Maintenance Plans flight) in managing the installation deployment program IAW AFI 10-403? (5.9.1.1.)			
4.2.	Does Maintenance Plans develop a briefing to inform all SNCOs and officers of the wings wartime taskings and Designed Operational Capability (DOC) Statement requirements? (5.9.1.2.)			
4.3.	Does Maintenance Plans publish installation deployment guidance? (5.9.1.3.)			
4.4.	Does Maintenance Plans manage the wing's COMPES LOGMOD program? (5.9.1.4.)			
4.5.	Does Maintenance Plans serve as the focal point for all logistics planning? (5.9.1.5.)			
4.6.	Does Maintenance Plans administer the wing support agreement program (Maintenance Plans) IAW AFI 25-201 and serve as focal point for any host nation or third country requests for logistical support? (5.9.1.6.)			
4.7.	Does Maintenance Plans coordinate with Wing Plans and those other UTC tasked units on cargo and equipment authorizations/requirements in order to develop and maintain a standardized package, which meets the specific mission capability requirements if designated as a UTC Pilot Unit? (5.9.1.7.1.)			
4.8.	Does Maintenance Plans coordinate with Wing Plans and the AS monitor for that UTC on equipment changes and new equipment requirements? (5.9.1.7.2.)			
4.9.	Does Maintenance Plans assist with site surveys of deployment locations? (5.9.1.7.3.)			
4.10.	Does Maintenance Plans assist units in interpreting guidance for marking/packing/marshaling of tasked equipment according to AFMAN 24-204, AFMAN 10-401, and AFMAN 91-201? (5.9.1.8.)			
5.	Debrief.			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
5.1.	Has the MXG/CC established a debriefing function? (5.11.)			
5.2.	Has the unit developed procedures to identify "Repeat/Recurring" discrepancies? (5.11.1.)			
5.3.	As a minimum do "Repeat/Recur" procedures limit the person who signs the "inspected by" block to a 7-skill level or higher? (5.11.1.)			
5.4.	Are all repeat/recurs identified on the automated debriefing sortie recaps and aircraft forms by automated method or red stamp/pen/marker, etc? (5.11.6.)			
5.5.	Do debriefers inform the Production Supervisor and expediter when a repeat/recur occurs? (5.11.6.)			
5.6.	Do debriefers ensure that aircraft utilization data recorded on the AFTO Form 781 is entered into the MIS? (5.11.7.)			
5.7.	Do debriefers ensure procedures are developed for loading flying times for aircraft, which are away from home station? (5.11.8.)			
5.8.	Is debriefing required, regardless of status, after the last flight of the day? (5.11.9.)			
5.9.	Are discrepancies sent to MOC either by automated or manual means? (5.11.10.)			
5.10.	Do debriefing personnel thoroughly understand and use the MESL found in command supplements to AFI 21-103 or maintained on the ANG web site? (5.11.10.)			
5.11.	Do debriefers ensure that there is emphasis of data collection during debriefing because of the financial impact of data lost during poor debriefing procedures? (5.11.11.)			
5.12.	During debriefing, do debriefers are to remove the AF 664 from the forms binder, and return it to the aircrew? (5.11.12.)			
5.13.	When debriefing battle damage, does the recovery organization use the prescribed forms? (5.11.13.)			
5.14.	When automated MDD Systems are available; is data input using procedures outlined in the appropriate user manuals or directives and when automated systems are not available, use alternate methods until the data can be input? (5.11.14.)			
5.15.	Does the debriefing section use aircraft fault reporting manuals to help identify fault codes and speed fault isolation? (5.11.15.)			
5.16.	Are debriefing record files developed for each aircraft and are files arranged by aircraft tail number? (5.11.17.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
5.17.	Do debriefing record files include automated debriefing sortie recaps for the most recent five sorties (minimum) to help properly identify repeat/recur discrepancies (software disk back-up copies containing the same information required by hard copy debriefing information may be filed in lieu of hard copies)? (5.11.17.)			
5.18.	Do debriefers provide the MOC with aircraft identification numbers and system WUCs for each aircraft debriefed with a landing status Code 3 using the MESL? (5.11.19.)			
5.19.	Do debriefers enter one of the deviation cause codes from Table 5.3 to indicate the reason for the deviation and the agency that caused a deviation (AFCSM 21-574, Automated Debriefing)? (5.11.20.)			
5.20.	Does the debriefing section complete ASIMIS forms on aircraft with ASIP equipment installed? (5.11.21.) NOTE: Not applicable to F-16 units.			
5.21.	When debrief section is not deployed, does the senior deployed maintenance officer/NCO ensures debriefing documents are completed by properly trained deployed maintenance personnel? (5.11.22.1.)			
5.22.	When Maintenance Analysis technicians are not deployed, does the senior deployed maintenance officer/NCO designate an individual or activity to perform analysis functions? (5.11.22.2.)			
5.23.	When aircraft return to home station after being deployed, does the debriefing section review the AFTO Form 781H for non-DoD refueling? (5.11.25.)			
5.24.	During small deployments involving minimal maintenance support, does the aircraft commander transmits fuel-servicing information using the most expeditious method? (5.11.26.)			
5.25.	Do debriefing sections review the information and forward to RDCO/ICOs during small deployments? (5.11.26.)			
5.26.	When the aircraft return to home station for deployments, does debriefing collect all non-DOD fuels documents for turn in to the base fuels officer? (5.11.26.)			
6.	MAINTENANCE OPERATIONS CENTER (MOC)			
6.1.	Does the MOC monitor and coordinate sortie production, maintenance production, and execution of the flying and maintenance schedules, and maintain visibility of fleet health indicators? (6.1.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.1.1.	In coordination with maintenance units, does the MOC establish priorities for competing limited resources, based on daily flying schedule and maintenance priorities, such as fuel or calibration docks, wash racks, and dispatched specialists from the maintenance squadron(s) (e.g., egress)? (6.1.)			
6.1.2.	Does the MOC maintain visual aids (electronic or manual) that show the status and location of each aircraft on station, maintained or supported by the wing? (6.1.1.)			
6.1.3.	Does the MOC ensure status boards depicting aircraft status comply with program security guidelines? (6.1.1.)			
6.1.4.	Does the MOC publish local radio call signs for maintenance LMR networks and ensure it is kept current? (6.1.2.)			
6.1.5.	Does the MOC ensure aircraft status is properly reported and maintained in accordance with AFI 21-103, AFCSM 21-564, Status and Inventory, and ANG supplements? (6.1.3.)			
6.1.6.	Does the MOC verify aircraft status using the MIS before reporting it? (6.1.3.)			
6.1.7.	Does the MOC monitor the progress of aircraft functional check flights (FCF) as established by QA and PS&D? (6.1.4.)			
6.1.8.	Does the MOC inform affected activities of changes in priorities, plans, and schedules? (6.1.5.)			
6.1.9.	Does the MOC coordinate on changes to the flying schedule with applicable agencies by use of AF 2407, Weekly/Daily Flying Schedule Coordination or automated products containing the same information? (6.1.6.)			
6.1.11.	Does the MOC request support services, such as fire fighting activity standby, aircraft water, snow removal, fueling and defueling service, civil engineer support, or control tower clearances for ground movement of aircraft and equipment? (6.1.7.)			
6.1.12.	Does the MOC coordinate on all aircraft engine runs and all aircraft ground movements conducted by maintenance personnel prior to execution? (6.1.7.1.)			
6.1.13.	Does the MOC develop and implements procedural check sheets? (6.1.8.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.1.13.1.	Has the MOC developed procedural check sheets for use during actions such as mass loads, SGO, Broken Arrow, Dull Swords, Bent Spear, aircraft crash, flightline fire, severe weather warning or evacuation, runway closure, Quick Reaction Check sheets, and any other unusual circumstances deemed necessary? (6.1.8.1.)			
6.1.13.2.	Do the check sheets contain only those actions required to be taken by a functional area? For example, expeditors maintain check sheets defining their responsibilities during situations such as severe weather, mass generation, etc. (6.1.8.1.)			
6.1.14.	Does the MOC monitor the status of AGE and vehicles designated as mission essential, if it falls below critical levels? (6.1.9.)			
6.1.15.	Does the MOC coordinate munitions delivery priorities with flying units and munitions maintenance activities/control, when tasked? (6.1.10.)			
6.1.15.1.	Does the MOC inform all required agencies, including the base fire department, of munitions-loaded aircraft to include when each aircraft is loaded or unloaded with munitions? (6.1.10.1.)			
6.1.15.2.	Has the wing published procedures of notification requirements of munitions loaded aircraft? (6.1.10.1.)			
6.1.16.	Does the MOC maintain the status, ETIC, and location of each aircraft on and off station, which is either maintained or supported? (6.1.11.)			
6.1.17.	Does the MOC ensure all deviations to the daily flying schedule are reviewed and accurately reported in accordance with ANG directives? (6.1.12.)			
6.1.18.	Does the MOC monitor the hangar queen program, if applicable? (6.1.13.)			
6.1.19.	Does the MOC coordinate maintenance on the alert force? (6.1.14.)			
6.1.20.	Does the MOC ensure workcenters dispatching in areas where the two-person concept is required are aware of the requirement prior to dispatch, IAW Nuclear Surety Program? (6.1.15.)			
6.1.21.	Does the MOC monitor and report the status of electronic countermeasures (ECM) and sensor pods IAW AFI 10-201? (6.1.16.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.1.22.	Does the MOC inform the flightline expediter of OAP code C and E conditions, and ensure aircraft are not operated until results of OAP sample(s) are known? (6.1.17.)			
6.1.23.	Does the MOC notify appropriate agencies (e.g., flightline expediter, fuel cells, munitions control, etc.) of severe weather warnings? (6.1.18.)			
6.1.24.	Does the MOC ensure wing safety office, QA, and wing FOD monitor are notified of mishaps involving aircraft FOD, aircraft damage, or injuries resulting from aircraft maintenance? (6.1.19.)			
6.1.25.	In USAFE, does the MOC support the wing's participation in the ACE ACS program? (6.1.20.)			
6.1.26.	When tasked by the MXG/CC, does the MOC maintain central key control for hardened aircraft shelters and other facilities? (6.1.21.)			
6.1.27.	Does the MOC prepare aircraft-condition projections for reporting through SORTS? (6.1.22.)			
6.1.28.	Does the MOC coordinate, track, and assign a control number for cannibalization actions? (6.1.23.)			
6.2.	Are personnel who work in the MOC knowledgeable of the maintenance information system and be qualified by experience and/or formal training on at least one of the weapons systems being maintained? (6.2.)			
6.2.1.	Does the MOC senior coordinator establish a well-defined proficiency-training program for weapons system coordinators? (6.2.1.)			
6.2.2.	Are selected personnel assigned to the MOC capable of reporting aircraft status from the Minimum Essential Subsystems Lists (MESL) and in operating MIS remote devices before assuming unsupervised duties? (6.2.2.)			
6.2.3.	Does the MOC senior coordinator or representative attend daily group production meeting? (6.2.3.)			
6.3.	Are the MOC facilities located near the flightline? (6.3.)			
6.3.1.	Are the MOC facilities in a completely enclosed room, air condition and heat IAW AFI 32-8004? (6.3.1.) NOTE: An observation room is permitted.			
6.3.2.	Are the doors to the MOC (and the observation room if applicable) either mechanically or electrically locked to control access to both for security? (6.3.1.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.3.3.	Are the MOCs electrical power circuits isolated and are procedures in place for providing a standby power source and emergency lighting? (6.3.2.)			
6.4.	Does the MOC use visual aids to provide ready access to critical data? (6.4.).			
6.4.1.	If computer terminals are used in place of visual aids have procedures been developed for the retrieval of printed products on a regular basis providing contingency working documents in case of system failure? (6.4.)			
6.4.2.	If a video projection system is used to display MIS data to complement MIS terminals, has an authorization been established IAW AS 007? (6.4.)			
6.4.3.	Do the aircraft status displays list aircraft by serial number and show location, priority, status, DOC limitations/remarks, ETIC, configuration, OAP status codes, munitions load and fuel load columns? (6.4.1.)			
6.4.4.	Do the flying schedule displays show the individual aircraft scheduled for flight each day? (6.4.2.)			
6.4.5.	As a minimum, does the flying schedule column headings show serial number, scheduled takeoff, actual takeoff, scheduled landing, actual landing, sortie configuration, call sign and remarks? (6.4.2.)			
6.4.6.	When required by unit mission, has the MOC constructed generation displays showing operational readiness inspection (ORI/IRRI/NATO TAC EVAL), SIOP, general war plan, strike, mass load, and other special mission requirements? (6.4.3.)			
6.4.7.	When required by unit mission, does the display show maintenance actions required to generate aircraft in the time sequence to meet mission requirements and is the format of the displays compatible with operational plans and command post displays? (6.4.3.)			
6.4.8.	Does each unit assigned a mobility commitment construct portable mobility displays to meet deployed mission needs? (6.4.4.)			
6.5.	Does the MOCs maintenance communications systems provide accurate, timely, secure, programmable frequency and jam resistant communications needed to accomplish the maintenance mission in a fully deployed isolated mode? (6.5.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.5.1.	Has the MOC developed and exercised communications-out procedures? (6.5.)			
6.5.2.	Do personnel receive initial radio operating training before assuming duties involving radio operation IAW the applicable instructions? (6.5.)			
6.5.3.	Does the MOC process requests for specific radio equipment to support maintenance activities IAW AFMAN 23-110? (6.5.1.)			
6.5.4.	Has a VHF/UHF radio been authorized and in use to provide communications between aircraft and maintenance? (6.5.2.)			
6.5.5.	Does the MOC have a hotline on the secondary crash phone net? (6.5.4.)			
6.5.6.	When required, has direct communications lines been provided to QA, munitions control, EOD, airfield operations, base fire department, NDI, and the central security control? (6.5.4.)			
6.5.7.	When mission requirements justify, has a direct line to the control tower should be installed? (6.5.4.)			
6.6.	When a specialty is not available within a squadron's resources does the MOC coordinate with the specialist shop to provide support? (6.6.)			
6.6.1.	When a specialist is not available, does the expeditor ask the MOC for specialist support? (6.6.1.)			
6.6.2.	When an unscheduled maintenance requirement exists in the maintenance squadron(s), and the requirement cannot be satisfied within their resources, does the workcenter asks the MOC for support? (6.6.2.)			
6.6.3.	Does the MOC monitor the maintenance squadrons' specialists working on aircraft scheduled and unscheduled maintenance requirements? (6.6.3.)			
6.6.4.	When specialists do not report to the requesting workcenter within 15 minutes of their scheduled start time, is the MOC informed of the no-show and does the MOC take follow-up action? (6.6.)			
6.7.	In units where aircraft are required to meet SIOP or contingency commitments, do the squadrons select the tail numbers of aircraft needed to meet requirements? (6.7.)			
6.7.1.	In units where aircraft are required to meet SIOP or contingency commitments, does the MOC maintain visual aids that show the order aircraft should be generated? (6.7.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
6.7.2.	In units where aircraft are required to meet SIOP or contingency commitments does the MOC constantly monitor aircraft status and revise the pre-selected sequence as changed by the squadron? (6.7.)			
6.8.	Does the MOC keep the status and location of all transient aircraft? (6.8.)			
6.8.1.	Does the MOC post the priority of each transient aircraft on the status board, based on the maintenance priorities listed in Table 1-1 of ANGI 21-101? (6.8.)			
6.8.2.	Does the MOC coordinate with the appropriate agency for aircraft maintenance support of transient aircraft? (6.8.)			
6.8.3.	Does the MOC contact WS for arming or de-arming of transient aircraft? (6.8.1.)			
7.	MAINTENANCE PLANS, SCHEDULING AND DOCUMENTATION (PS&D)			
7.1.	Does PS&D build, coordinate, publish, and distribute an integrated aircraft schedule to support required maintenance and flying operations? (15.1.1.)			
7.2.	In conjunction with the Analysis function, does PS&D ensure that the MXG/CC is advised of maintenance capability, problem areas, and adherence or deviation to schedules? (15.1.2.)			
7.3.	Does PS&D perform the aerospace vehicle distribution officer (AVDO) function according to AFI 21-103? (15.1.3.)			
7.4.	Does PS&D develop an OI for the accounting of aircraft flying hours in the appropriate MIS according to AFI 21-103? (15.1.4.)			
7.4.1.	Does the OI provide guidance for daily reconciliation and ensure MISs are reconciled with operations NLT the 4th calendar day of the month? (15.1.4.1.)			
7.5.	Does PS&D keep a current serial number listing of projected inputs and outputs of aircraft and equipment into depot repair programs in support of HQ AFMC and specific ANG plans and requirements? (15.1.5.)			
7.5.1.	Does the listing contain ANG directed modification or maintenance programs? (15.1.5.)			
7.5.2.	As a minimum are Depot/PDM schedules published in the monthly maintenance plan? (15.1.5.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.6.	Does PS&D manage the aircraft transfer/depot program? (15.1.6.)			
7.6.1.	PS&D will coordinate any changes to the transfer/depot/DFT)/CFT programs with any affected agencies? (15.1.6.)			
7.6.2.	Does PS&D forward copies of all schedules and any changes to the ANG-AVDO? (15.1.6.)			
7.7.	Does PS&D coordinate with QA and any affected agencies on all AFTO Form 103 and submit them IAW TO 00-25-4, Depot Maintenance of Aerospace Vehicles and Training Equipment? (15.1.7.)			
7.8.	Does PS&D attend the daily scheduling meeting, which finalizes the daily portion of the weekly schedule? (15.1.8.)			
7.8.1.	Is the daily scheduling meeting used as a venue to verify aircraft and equipment utilization, scheduled maintenance requirements schedules for the current and next day, establish work priorities, and coordinate scheduling changes? (15.1.8.)			
7.8.2.	Does PS&D ensure the following programs are briefed weekly: TCI, TCTO, SI, shared resources usage/concerns, and CFT? (15.1.8.)			
7.8.3.	Does PS&D brief daily any uncompleted scheduled maintenance that was scheduled for the previous day? (15.1.8.)			
7.8.4.	Does PS&D ensure all TCTOs that ground within 30 days are briefed to the MXG/CC, weekly until complied with? (15.1.8.)			
7.9.	Does PS&D monitor aircraft utilization and maintenance resources to ensure wing programs and commitments are met and that shared resources and schedules are deconflicted? (15.1.9.)			
7.9.1.	Does PS&D review the weekly and monthly training schedules prior to publication to minimize impact on production and facilities? (15.1.9.1.)			
7.10.	In Conjunction with QA, does PS&D manage and have functional responsibility for the wing's special inspection, time change, TCTO, and configuration management programs? (15.1.10.)			
7.11.	Does PS&D comply with aircraft document review procedures outlined in Chapter 7, para 7.2? (15.1.11.)			
7.12.	Does PS&D ensure aircraft and equipment are scheduled to meet all training needs? (15.1.12.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.13.	Does PS&D provide functional expertise on all maintenance scheduling issues and equipment historical document (AFTO Form 95s) management to QA during inspection/evaluations? (15.1.13.)			
7.14.	Does PS&D serve as the functional advisor to other scheduling activities and oversee the overall maintenance scheduling effort for the wing? (15.1.14.)			
7.15.	In conjunction with the Maintenance Training does PS&D develop and periodically review training programs for all 2R1X1 personnel? (15.1.5.)			
7.15.1.	Does PS&D perform initial evaluations for all incoming 2R1X1 personnel and coordinate with the gaining squadron to provide assessment of the individuals training needs? (15.1.15.1.)			
7.15.2.	As a minimum does the PS&D training plan include familiarization with assigned weapons systems, core task training/certification procedures and continued proficiency in scheduling and documentation techniques? (15.1.15.2.)			
7.16.	As part of pre-dock and post-dock inspection meetings, does PS&D review the planned aircraft inspection schedule and initiate the AF Form 2410, Inspection/TCTO Planning Checklist, prior to the pre-inspection meeting? (15.1.16.1.)			
7.16.1.	When scheduling inspections such as periodic, isochronal, and hourly post flight (50-hour cycle or greater), does PS&D prepare the AF 2410 in duplicate? (15.1.16.1.)			
7.16.2.	Is the original used as the "basic inspection" data for planning? (15.1.16.1.)			
7.16.3.	As part of pre-dock and post-dock inspection meetings, does PS&D review all known TCTO, TCI, calendar or SI requirements against the aircraft or equipment and list on the AF 2410 with each major action that should be accomplished during the inspection? (15.1.16.2.)			
7.16.4.	Prior to the pre-inspection meeting, does PS&D incorporate all requirements against the aircraft into a work package and use the AF 2410 as an aid in planning for and conducting the pre-inspection meeting? (15.1.16.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.16.5.	Does PS&D inform the representatives of the inspection schedule and scope, including TCTOs, TCIs, SIs, DD, and special instructions to be accomplished using the AF 2410 to record additional information on the inspection discussed during the pre-inspection meeting? (15.1.16.4.)			
7.16.6.	Does PS&D maintain the original AF 2410 as a suspense item and file in the jacket file for use as a guide when conducting the post-dock meeting and give a copy to the dock chief? (15.1.16.5.)			
7.16.7.	Is configuration discussed during all aircraft pre-dock meetings and a list of items identified as out of configuration provided to the dock chief in the pre-dock package and verified during the major inspection? (15.1.16.5.)			
7.16.8.	Does PS&D conduct a post-dock review and file a computer-printed listing of completed on-line work orders? (15.1.16.6.)			
7.17.	Does PS&D comply with -21 equipment accountability requirements as outlined in AFI 21-103? (15.1.17.)			
7.18.	Does PS&D maintain historical aircraft and equipment documents, unless the MXG/CC elects to decentralize equipment documents to their responsible workcenter? (15.1.18.)			
7.18.1.	Does PS&D conduct and document an annual spot check of decentralized documents that are not maintained in MIS? (15.1.18.)			
7.18.2.	Spot checks and documents semiannually the non-installed engine historical documents if engine management duties are assigned? (15.1.18.)			
7.19.	Does PS&D maintain (load, change, and delete) the JML for inspections and time changes listed in the applicable aircraft -6, and commodity TOs? (15.1.19.)			
7.20.	Does PS&D have overall responsibility for and maintain (load, change, delete) inspections and time changes for each aircraft, as directed in the applicable -6 manual? (15.1.20.) NOTE: For G081 units, this is a shared responsibility with the weapons systems manager.			
7.20.1.	Does PS&D provide training for loading profile JSTs to support automated forms (CAMS units only)? (15.1.20.1.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.21.	Does PS&D ensure standardization of core scheduling practices to include (but not limited to): manual updates for MIS products; aircraft documents reviews, automated and manual AFTO Form 95 documentation, aircraft jacket files, missing forms policy requirements, maintenance of MIS products to manage time changes, special inspections and TCTOs, etc.? (15.1.21.)			
7.22.	Does PS&D manage the job standard master list (JML) in the MIS? (15.1.22.) (NOTE: for G081 units, the JML is AFTO 781D).			
7.22.1.	Does PS&D perform a semiannual review of all time change and special inspection JSTs and reconciles them with the appropriate aircraft dash 6, 00-20-9, Forecasting Replacement Requirements for Selected Calendar and Hourly Time Change Items, and commodity series TOs listed in TO 00-20-1? (15.1.22.)			
7.22.2.	Does PS&D document the semiannual review on AF 2411, or electronic equivalent? (15.1.22.)			
7.23.	Does PS&D establish a standardized format for monthly plans and weekly utilization and maintenance schedules? (15.1.23.)			
7.24.	Does PS&D publish a MXG OI prescribing procedures for assigning job control numbers in the event the MIS becomes inoperative? (15.1.24.)			
7.25.	Does PS&D assist workcenters in assigning ID numbers and automated tracking of inspection criteria? (15.1.25.)			
7.26.	Does PS&D ensure that work packages are loaded in the MIS for periodic and phase engine changes, and other recurring event-type inspection requirements? (15.1.26.)			
7.27.	Does PS&D utilize AF 2408, Generation Maintenance Plan, and AF 2409 or locally generated products to manage aircraft generation sequence actions for various unit taskings? (15.4.)			
7.27.1.	Does PS&D, in conjunction with, AMXS, WWM, and MXS personnel, develop, coordinate and prepare all aircraft maintenance flow plans? (15.4.1.)			
7.27.2.	Does PS&D prepare the GSAS in sufficient detail to satisfy all generation actions? (15.4.2.)			
7.27.3.	Does PS&D forward the completed GSAS form to affected activities at the beginning of the generation sequence? (15.4.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.27.4.	Does PS&D ensure automated GSAS plans are kept current and reviewed semi-annually, and sufficient quantities are available in the event of a communication out scenario? (15.4.4.)			
7.27.5.	Does PS&D attend post exercise/contingency “hot wash” meetings to evaluate flow plans to determine if changes or improvements are required? (15.4.5.)			
7.28.	Do maintenance schedulers understand operational needs to determine supportability and do operation schedulers consider maintenance capabilities? (15.5.)			
7.28.1.	Have maintenance and operations schedulers developed a proposed annual flying plan, which considers operational requirements and maintenance capabilities? (15.5.)			
7.28.2.	Is this plan coordinated on and consolidated by PS&D and forwarded to the current operations flight commander (or equivalent)? (15.5.0.)			
7.29.	Does maintenance supervision review their applicable portion of the monthly maintenance plan and weekly schedule prior to submission to PS&D? (15.7.)			
7.29.1.	To optimize aircraft and munitions support, does maintenance and operations supervision ensure the number of aircraft and/or munitions configurations are minimized and standardized? (15.7.)			
7.29.2.	Using the Baseline Allocation message, does PS&D provide affected workcenters planning factors not later than 20 August each year, or within ten working days after receipt of the flying hour allocations? (15.7.1.)			
7.30.	Do planners ensure the quarterly plans are as detailed and accurate as possible to include known special missions, PDM schedules, higher headquarters commitments and lateral command support requirements? (15.8.2.)			
7.30.1.	Is the proposed quarterly schedule reviewed by the MXG/CC /OG/CC prior to the scheduled meeting no later than 14 days before the next quarter? (15.8.3.)			
7.30.2.	Once an approved quarterly plan is established, is it posted so that it may be viewed by both maintenance and operations? (15.8.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.31.	At the first weekly scheduling meeting of the month, does the operations officer provide maintenance supervision with the estimated operational needs for the following month in as much detail as possible to include known takeoff and landing times? (15.9.1.)			
7.31.1.	At the second weekly scheduling meeting of the month, does maintenance supervision tell the operations officer whether requirements can be met or limitations exist? (15.9.2.)			
7.31.2.	At the third weekly scheduling meeting, with the WG/CC, does maintenance and operations formalize the next month's plan? (15.9.3.)			
7.31.3.	When the WG/CC approves the proposed monthly flying schedule contract, is it included as a portion of the monthly flying and maintenance plan? (15.9.4.)			
7.31.4.	Does the monthly flying schedule include a detailed monthly operations utilization calendar which specifies total aircraft flying hours, total sorties and missions, alert requirements, and scheduled sortie or mission requirements, daily turn plans for each mission design series (MDS) by squadron, group, or wing? (15.9.5.1.)			
7.31.5.	Does the monthly flying schedule include monthly maintenance requirements (as required)? (15.9.5.2.)			
7.31.6.	Does the monthly flying schedule include transient work schedule, if applicable? (15.9.5.3.)			
7.31.7.	Does the monthly flying schedule include scheduled inspections, TCTOs, engine changes, time changes, delayed discrepancies awaiting parts, contract or depot maintenance, washes, corrosion control, training aircraft, and all other known maintenance requirements? (15.9.5.4.)			
7.31.8.	Does the monthly flying schedule include at MXG/CC option TMDE and SE scheduled inspections, contract or depot maintenance, TCTOs, time changes, delayed discrepancies, washes, and corrosion control? (15.9.5.5.)			
7.31.9.	Does the monthly flying schedule include avionics and other off-equipment maintenance scheduled inspections, TCTOs, assembly or repair operations? (15.9.5.6.)			
7.31.10.	Does the monthly flying schedule include engine in-shop inspections? (15.9.5.7.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.31.11.	Does the monthly flying schedule include munitions, photo, Electronic Countermeasures (ECM) and other mission loading or configuration requirements, including ammunition changes? (15.9.5.8.)			
7.31.12.	Does the monthly flying schedule include total ordnance requirements for aircraft support? (15.9.5.9.)			
7.31.13.	Does the monthly flying schedule include tanks, racks, adapters, and pylons (TRAP) and WRM scheduled inspections, TCTOs, assembly, or repair operations? (15.9.5.10.)			
7.31.14.	Does the monthly flying schedule include special activities, such as commander's calls, TDY, and unit formations? (15.9.5.11.)			
7.31.15.	Does the monthly flying schedule include monthly training schedules, if not published separately? (15.9.5.12.)			
7.31.16.	Does the monthly flying schedule include detailed support requirements (such as: POL servicing; supply requirements; food service requirements; fire department requirements; security requirements; civil engineer requirements; and airfield operations? (15.9.5.13.)			
7.32.	Do the operations officer and maintenance supervision review the proposed weekly flying and maintenance schedule prior to submitting it to the plans and scheduling office for final review and compilation? (15.10.)			
7.32.1.	Once the weekly schedule is approved, does PS&D distribute the schedule to each appropriate activity and workcenter no later than Friday morning preceding the effective week? (15.10.2.)			
7.32.2.	Does PS&D publish a weekly schedule for normal home base operations and during deployments and are all required items included? (15.10.3.)			
7.32.3.	Has the MXG/CC and OG/CC developed specific procedures to record and coordinate changes to the weekly schedule using an AF 2407 or locally devised or computer generated products as long as they provide all the information contained in the AF 2407? (15.10.3.9.)			
7.32.4.	Does PS&D track Maintenance Scheduling Effectiveness (MDS)? (15.10.4.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.33.	Does PS&D keep a current serial number listing of projected inputs and outputs of aircraft and equipment into depot repair programs? (15.11.1.)			
7.33.1.	Do schedulers use the AFTO Form 103 to record certified maintenance needs? (15.11.1.)			
7.33.2.	Does PS&D then coordinate any resulting changes to the depot program with affected scheduling functions? (15.11.1)			
7.33.3.	Does PS&D coordinate on all TO 00-25-107 requests for AFI 21-103 reporting? (15.11.2.1.1.)			
7.33.4.	Does PS&D, in conjunction with QA, develop procedures for routing all major maintenance requests to ensure all affected parties are informed? (15.11.2.1.2.)			
7.33.5.	Upon arrival of depot team, does PS&D conduct an initial meeting? (15.11.2.1.3.)			
7.33.6.	Once work is completed, does PS&D ensure a completed copy of the work package is placed in the aircraft historical file and specific work accomplished entries are made on the aircraft/component automated AFTO Form 95s IAW the 00-20 series technical orders? (15.11.2.1.4.)			
7.33.7.	Does the documentation function of PS&D establish a file for aircraft and maintenance historical documents (Jacket File) according to AFMAN 37-123, and TO 00-20-1? (15.11.3.1.)			
7.33.8.	Does the documentation function of PS&D dispose of documents according to AFMAN 37-139? (15.11.3.1.)			
7.33.9.	Does PS&D review forms marked or sent for filing to ensure documents are complete, and are filed sequentially? (15.11.3.1.1.)			
7.33.10.	Does PS&D maintain inactive (pulled) AFTO 781 series forms IAW AFMAN 37-139, Table 21-6 and Rule 15? (15.11.3.1.2.)			
7.33.11.	Does PS&D use a MIS AHE in place of AFTO 95 and print out a copy annually for aircraft installed components? (15.11.3.2.)			
7.33.12.	When aircraft are temporarily moved to operating locations away from the unit of assignment, does PS&D send only those documents necessary to ensure safety of flight and current aircraft status? (15.11.3.3.)			
7.33.13.	Has the unit developed an OI for records taken to deployed location based on duration of TDY, and peculiar operating requirements? (15.11.3.3.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.33.14.	Has PS&D developed an OI for freezing and consolidating aircraft and equipment records in the event of an accident or mishap? (15.11.3.4.)			
7.33.15.	Does PS&D monitor the inspection and time change subsystems in the MIS and semi-annually review all inspection and time change job standards against all assigned aircraft? (15.11.3.5.)			
7.33.16.	Does PS&D load a JST for aircraft dash 6 special /scheduled inspections in MIS which have a frequency of more than 30 days or 50 hours or more and for all time change items? (15.11.3.6.)			
7.33.17.	Does PS&D ensure Time Change Items identified in TO 00-20-9 are forecasted within the appropriate frequency? (15.11.3.7.)			
7.33.18.	Does PS&D comply with hangar queen aircraft records management? (15.11.3.8.)			
7.34.	Does PS&D process ANG one-time inspections or modifications in the same manner as ALC TCTOs in the automated maintenance management system with compliance periods remove from service, and rescission dates as prescribed in TO 00-5-15, Table 2-1? (15.12.)			
7.34.1.	Does PS&D manage TCTOs according to automated management systems' documentation, TO 00-5-15? (15.12.)			
7.34.2.	Does PS&D (AMC will load TCTOs for G081 users) load the basic TCTO data into the MIS according to systems' documentation, or into the manual system according to TO 00-20-2? (15.12.1.)			
7.34.3.	Does the appropriate PS&D management function (EM, munitions, AGE, or TMDE) administer and manage the TCTO program, initially loads the TCTO into the MIS, if an initial TCTO load is not received from REMIS, presides over the TCTO meeting, schedules aerospace equipment and installed commodity TCTOs, and ordering kits, parts, or tools required by the TCTO? (15.12.1.1.)			
7.34.4.	15.12.1.2. If a condition or inspection TCTO generates a requirement for parts, does the performing workcenter create a new JCN and enter the discrepancy in the AFTO Form 781A or applicable equipment record, and orders the required parts as normal wear out and replacement? (15.12.1.2.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.34.5.	Does PS&D determine the total number of end items that require the TCTO upon receipt from QA? (15.12.2.2.1.)			
7.34.6	Does PS&D chair a TCTO planning meeting with attendees from QA, owning and performing flights and sections, and LRS, if required? (15.12.2.2.2)			
7.34.7.	Are minutes of TCTO meetings recorded on AF 2410? (15.12.2.2.2.)			
7.34.8.	Do minutes of TCTO meetings provide an overall plan to implement the TCTO? (15.12.2.2.2.)			
7.34.9.	Does PS&D establish a TCTO folder for each active TCTO, including the basic TCTO and supplements (as applicable), meeting minutes, AF 2410, AF 2001, Notification of TCTO Kit Requirements (if required), messages, and the supply cover memorandum from QA? (15.12.2.2.3.)			
7.34.10.	Once the TCTO has reached its rescission date, does PS&D print a MIS product showing the current status of equipment, place this product in the TCTO folder and move the folder to an inactive TCTO file? (15.12.2.2.3.)			
7.34.11.	Does PS&D maintain the folder until the TCTO is rescinded in the applicable TO index, then dispose of according to AFI 37-139, Records Disposition Schedule and delete the TCTO from CAMS at that time? (15.12.2.2.3.)			
7.34.12.	Does PS&D add an 802 action for QA when a TCTO affects equipment weight and balance? (15.12.2.2.4.)			
7.34.13.	Does PS&D initiate three copies of the AF 2001 and forward two copies of the form with a copy of the TCTO to the LRS TCTO monitor? (15.12.2.2.5.)			
7.34.14.	Does PS&D attend monthly supply TCTO reconciliation meeting if required (AFMAN 23-110)?			
7.34.15.	Does PS&D validate TCTO status codes in the automated MIS for tracking and scheduling purposes? (15.12.2.2.7.)			
7.34.15.1.	Does PS&D assign EIDs in the MIS when TCTOs are scheduled? (15.12.2.2.7.)			
7.34.15.2.	Does PS&D review suspense validation inputs prior to processing the TCTO suspense and updating automated historical records? (15.12.2.2.7.)			
7.34.15.3.	Are all workable TCTOs scheduled for accomplishment prior to permanent equipment transfer or storage inputs? (15.12.2.2.7.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.34.16.	Does PS&D notify appropriate ANG/LGM functional managers, by message, when local managers anticipate a problem with active TCTO compliance within prescribed time limits? (15.12.2.2.8.)			
7.34.17.	Does PS&D report status of TCTOs that cannot be reported under "how malfunctioned" codes 793, 797, 798, 801, 802, or 911 IAW the MIS, and TO 00-20 series? (15.12.2.2.9.)			
7.34.18.	Does PS&D notify the appropriate workcenter function when a TCTO requires an entry to be made in current equipment documents? (15.12.2.2.10.)			
7.34.19.	If aircraft or equipment are transferred with TCTOs still pending does PS&D transfer the aircraft or equipment with their applicable TCTO kits? (15.12.3.)			
7.35.	Does PS&D identify, monitor, project, and schedule aircraft installed TCIs into maintenance plans? (15.13.)			
7.35.1.	Does Engine management (EM) monitor, project, and include engine life limited component TCI requirements into aircraft maintenance plans? (15.13.)			
7.35.2.	Does PS&D prepare the time change requirements forecast IAW 00-20-9 and AFI 21-201? (15.13.1.)			
7.35.3.	Does PS&D monitor and requisition TCI requirements based on projected equipment utilization? (15.13.1.1.)			
7.35.4.	Does PS&D validate TCI requirements 45-60 days prior to the next calendar year quarter with the MASO? (15.13.1.2.)			
7.35.5.	Does PS&D validate current TCI requirements against the annual forecast and make corrections to the forecast based on aircraft utilization? (15.13.1.2.)			
7.35.6.	Does PS&D order all items requiring time change IAW 00-20-9 and AFI 21-201? (15.13.2.)			
7.35.7.	Does PS&D notify the Munitions Element of the need to order munitions items IAW AFI 21-201? (15.13.2.)			
7.35.8.	Does PS&D schedule the time change in the automated system and incorporate it in the weekly schedule upon notification by LRS that the part is available? (15.13.3.)			
7.35.9.	Does PS&D review the data entered by the performing workcenter and update the suspense validation in the automated maintenance management system when the time change is completed (not applicable to units using G081)? (15.13.4.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.35.10.	Does PS&D establish a JST for both the DOM and DOI for CAD, PAD, and life sustaining items in the aircraft -6 TO and applicable commodity TOs? (15.13.5.)			
7.35.11.	Does PS&D order non-CAD/PAD or engine time change items up to 60 days (but not less than 10 days) prior to the need date? (15.3.6.)			
7.35.12.	Does PS&D comply with Base requirements for ordering hazardous materials (Example: Batteries) that are time changed? (15.3.7.)			
7.35.13.	Does PS&D coordinate management of respective time change items with egress, survival equipment, and life support? (15.13.8.)			
7.35.14.	Does PS&D schedule drogue chute TCIs, except chute harness, for replacement during the drogue chute repack before the expiration of the component service or shelf life? (15.13.8.1.)			
7.35.15.	Does PS&D maintain a copy of the approving message on file until the extended item is replaced when life-sustaining TCIs (identified with an asterisk in the -6) or CAD/PAD items have been extended past their replacement dates by the applicable ALC/SPD? (15.13.8.2.)			
7.35.16.	Does PS&D load only the DOI or DOM that comes due first against a specific part or serial number? (15.13.9.) NOTE: N/A for G081 units.			
7.36.	Does PS&D exercise overall responsibility for the aircraft configuration management subsystem of MIS? (15.14.)			
7.36.1.	Does PS&D coordinate the daily resolution of configuration management notices? (15.14.2.)			
7.36.2.	Does PS&D provide Generic Configuration Status and Accounting Subsystem (GCSAS) assistance to maintenance personnel? (15.14.3.)			
7.36.3.	Has PS&D developed an OI for verifying configuration items during aircraft phases? (15.14.4.)			
7.36.4.	Does PS&D provide the phase dock chief a copy of the CAMS Actual Configuration Set-up product at the pre-dock meeting for verification/correction in CAMS? (15.14.4.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.36.5.	When the Actual Config Set-up product is turned in to PS&D at the post dock meeting, does PS&D have the CAMS DBM verify the correction by tail number in CAMS and are completed/verified copies of the output product maintained in PS&D until the next scheduled phase for that aircraft? (15.14.4.)			
7.36.6.	Does PS&D coordinate with MDSA to ensure aircraft synchronization programs are accomplished upon transfer/ acceptance of aircraft and after Phase inspection? (15.14.4.) NOTE: CAMS units only.			
7.37.	Does PS&D in conjunction with QA, develop a local checklist for aircraft and equipment transfer and acceptance inspection? (15.15.1.1.)			
7.37.1.	Does the transfer/acceptance checklist meet all 00-20-1 requirements, (unless waived)? (15.15.1.1.)			
7.37.2.	Does PS&D ensure transfer and acceptance inspection checklists are loaded to a profile JST and scheduled in MIS? (15.15.1.1.)			
7.37.2.1.	Does PS&D conduct a transfer pre-dock meeting one-duty day prior to start of the aircraft transfer inspection? (15.15.1.2.)			
7.37.2.2.	Are all items to be accomplished during the transfer inspection documented on an AF 2410 and scheduled in MIS? (15.15.1.2.)			
7.37.2.3.	Does PS&D run CAMS (PRA or TRE) (or G081 equivalent) and complete a total verification of all time change items installed on the transferring aircraft? (15.15.1.3.)			
7.37.2.4.	Does PS&D ensure all propulsion -6 special inspections are accomplished when engine time/cycles are within the specified plus or minus window? (15.15.1.3.)			
7.37.2.5.	Are all errors annotated on the PRA or TRE and corrected in MIS and a new PRA or TRE run to verify errors were corrected in MIS and then signed, dated, and placed in the aircraft jacket file? (15.15.1.4.)			
7.37.2.6.	Does PS&D ensure copies of TRE, SHD, engine trending and performance data, and Automated Records Check are processed? (15.15.1.6.)			

ITEM NO.	ITEM AND REFERENCES (All references are to ANGI 21-101 unless otherwise indicated)	YES	NO	N/A
7.37.3.	For aircraft returning from depot/CFT work, do owning workcenters perform acceptance inspections to determine equipment condition as prescribed to TO 00-20-1, and AFI 21-103? (15.15.2.2.)			
7.37.3.1.	Does the unit ensure that aircraft acceptance inspections include a validation of completed depot and contractor maintenance requirements including accomplished, and scheduled but not accomplished TCTOs? (15.15.2.2.)			
7.37.3.2.	Does the wing AVDO request approved configuration tables for F-15, and F-16 units, and actual configuration tables for all other MDSs using CAMS screen 334 (CAMS units only) for aircraft acceptance inspections? (15.15.2.3.)			
7.37.3.3.	Does PS&D in conjunction with DBM process the aircraft transfer file from REMIS IAW AFCSM 21-576, GCSAS for aircraft acceptance inspections? (15.15.2.4.)			
7.37.3.4.	Does PS&D ensure maintenance performs a complete aircraft -21 series TO equipment inventory IAW AFI 21-103 during aircraft acceptance inspections? (15.15.2.5.)			
7.37.3.5.	Are CAD/PAD inspections accomplished on newly assigned aircraft, and upon those returning from depot/PDM, (except when the aircraft was input for paint only)? (15.15.2.6.)			
7.37.3.6.	Are aircraft not flown until all time changes, special inspections, engines and engine components are loaded and due dates/times are verified in MIS? (15.15.2.7.)			
7.37.3.7.	Does PS&D ensure this validation is accomplished and the completed validations placed in the aircraft jacket file? (15.15.2.7.)			

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