

**BY ORDER OF THE COMMANDER,
PACIFIC AIR FORCES**



AIR FORCE INSTRUCTION 24-302

**PACIFIC AIR FORCES COMMAND
Supplement 1**

3 JULY 2002

Transportation

VEHICLE MAINTENANCE MANAGEMENT

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(SMSgt Gary C. McLean)
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This publication supplements AFI 24-302, *Vehicle Maintenance Management*. It applies to all Air Force (USAF) vehicle maintenance functions within Pacific Air Forces. This publication does not apply to Air National Guard (ANG) or Air Force Reserve Command (AFRC) units. Deviations from the procedures described herein are prohibited without written approval from the OPR. All reporting requirements listed in this supplement are exempt from licensing IAW paragraph 2.11.6 of AFI 33-324, *The Information Collections and Reports Management Program; Controlling Internal, Public, and Interagency Air Force Information Collections*.

SUMMARY OF REVISIONS

This supplement incorporates material from the previous PACAF Supplement 1 to Air Force Instruction (AFI) 24-302. The following references have been clarified or rewritten: PACAF metrics goals, quarterly Command/Air Force Vehicle Interactive Management System (CAFVIMS) forwarding procedures, command level briefing metrics reporting procedures, and WRM vehicle references. The following procedural instruction has been added: Installation of spare tire safety chains and locks for M-35 trucks. The following references have been deleted: Vehicle accident and abuse program, 60K loader data file collection and reporting, and outdated deficiency reporting procedures. A bar (|) indicates revision from the previous edition.

AFI 24-302, 19 May 1994, is supplemented as follows:

- 1.6.1. (Added) PACAF goals are as follows:
 - 1.6.1.1. (Added) Mission Capable (MC): 90 percent or greater.
 - 1.6.1.2. (Added) Not Mission Capable Maintenance (NMCM): 6.5 percent or less.
 - 1.6.1.3. (Added) Not Mission Capable Supply (NMCS): 3.5 percent or less.
 - 1.6.1.4. (Added) Mission Capable (MC) for Fire/Refueling/Tow/Snow Removal: 85 percent or greater.

1.10.2.1. (Added) Forward the quarterly Command/Air Force Vehicle Integrated Management System (CAFVIMS) file to HQ PACAF/LGTV, NLT the 10th work day of the month following the end of the quarter. Submit this file electronically via e-mail or by FTP (file transfer) to PACAF/LGTV. If electronic submission is not possible, a disk may be sent through the mail as a temporary measure to HQ PACAF/LGTV, 25 E. St. STE I-326, Hickam AFB HI 96853-5427. Electronic quarterly file submissions will be identified with base abbreviation (For example: HRAQ6T.ZIP). Quarterly files sent by disk will be labeled with base name, file name, and FY quarter (For example: Hickam, HRAQ6T.DA1, 02-1).

1.10.2.2. (Added) TCTO/Service Bulletin compliance/non-compliance is reported monthly to OL-A, HQ PACAF/LGT. Electronic spreadsheets are distributed each month to all PACAF units as a simple means for units to review and update their TCTO and service bulletin compliance status. Notify OL-A, HQ PACAF/LGT of updated status via e-mail at <mailto:olahqpacaf.lgt@robins.af.mil> no later than the 10th duty day of the month.

2.5.8. The PACAF Commander's Interest Issues (CII) presentation, Bi-Weekly Base Briefing (BBB), and Strategic Plans Support System (SPDSS), indicators include Mission Capable (MC), Not Mission Capable Maintenance (NMCM), and Not Mission Capable Supply (NMCS). Upon completion of monthly OLVIMS processing, MCA personnel at units required to report logistic indicators will run the standard OLVIMS-provided program to extract the previous month's statistical information from OLVIMS. Data for each of the PACAF indicators will be reported via E-mail, or fax NLT the 3rd work day of the month in the following format: Base/Month, Total fleet #/MC rate, NMCM rate, and NMCS rate Analysis for missed goals (reference paragraph **1.6.1. (Added)**) is due to MAJCOM by the 10th work day of the month.

2.5.8.1. (Added) For bases assigned 60K cargo loaders, forward the 60K data file to WRALC/LEA, NLT 5th duty day of the month. Submit this file electronically via E-Mail or FTP (file transfer protocol) to WRALC/LEA.

2.7.1. Refer to AFMAN 24-307/PACAF Sup 1 and PACAFH 24-3, Preservation and Storage of War Reserve Materiel Vehicles and Equipment, for guidance in maintaining WRM vehicles in PACAF.

2.8.3. Using organizations are responsible for the funding of spare tires, wheels, and tire chains. Organizations with aircraft fuel trucks and crash fire trucks are responsible for the initial purchase of spare tires. Replacement tires are funded by vehicle maintenance.

2.11.1. Refer to AFMAN24-307/PACAF Sup 1 concerning maintenance of non-registered vehicles designated by AF/ILT as scooters. Vehicle maintenance does not repair non-registered vehicles designated by AF/ILT as scooters. Units with 2T3XX personnel assigned may repair/maintain non-registered vehicles designated by AF/ILT as scooters that are assigned to their own squadron.

2.14.3.1. (Added) Establish an MOI outlining seasonal rebuild programs to include start and completion dates. These dates should be consistent with the using organization's requirements and approved by the Chief of Transportation.

2.14.5.1. (Added) PACAF units that submit deficiency reports to the GO21 database should also forward informational copies to HQ PACAF/LGTVM using the "FORWARD DR" function of dreams and the following e-mail address: <mailto:pacaf.lgtv@hickam.af.mil>.

2.14.12. (Added) Installation and utilization of Type I safety belts (i.e., lap belts or pelvic restraints) are required (as a minimum) in Military Tactical ("M"-series) vehicles (reference TO 36A-1-6). Type II restraints (shoulder harness) will be installed if approved by WR-ALC, and if available.

References

PACAF Manuals/Supplements/Pamphlets/Handbooks

PACAFM24-301, Automotive Engine Oil Analysis Program, OPR: HQ PACAF/LGT

PACAFM24-302, Vehicle Parts Supply Organization, OPR: HQ PACAF/LGT

PACAFP24-3, Quality Vehicle Maintenance, OPR: HQ PACAF/LGT

PACAFH24-3, Preservation and Storage of War Reserve Materiel Vehicles and Equipment,
OPR: HQ PACAF/LGT

AFMAN24-307/PACAFSUP1, Operation, Use, and Maintenance of Transportation Vehicles and
Equipment, OPR: HQ PACAF/LGT

PACAFI 25-101, WAR RESERVE MATERIEL (WRM) PROGRAM GUIDANCE AND
PROCEDURES, OPR: HQ PACAF/LGXW

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