

TECHNICAL MANUAL

**MAINTENANCE PROCESSING OF REPARABLE
PROPERTY AND THE REPAIR CYCLE ASSET CONTROL
SYSTEM**

(ATOS)

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CHAPTER 1

REPAIR CYCLE ASSET MANAGEMENT SYSTEM

1.1 PURPOSE.

This Technical Order (TO) establishes policy and provides procedures for managing repair cycle assets. Inherent in the management of repair cycle assets is the responsibility to seek ways to maximize equipment repair capability at all levels of maintenance. This TO implements the policy established in AFI 23-101, *Materiel Management*, and AFI 21-101, *Aerospace Equipment Maintenance Management*. Procedures are also included to integrate maintenance and supply data. Each demand upon supply for a serviceable item receives a document number which maintenance records on the AFTO Form 350, Reparable Item Processing Tag. This merging of data provides the means to:

- 1.1.1 Identify the repair cycle assets.
- 1.1.2 Determine, establish, and adjust stock levels.
- 1.1.3 Compute world-wide spares requirements for reparable items.

1.2 SCOPE.

The provisions of this TO apply to all maintenance activities within the Air Force. TO 00-20-2, Maintenance Data Documentation and TO 00-20-14, Air Force Metrology and Calibration Program, contain procedures for Precision Measurement, Equipment Laboratory (PMEL) managed Test, Measurement, and Diagnostic Equipment (TMDE). Major commands will ensure off-base units or dispersed operating locations provide repair cycle data to the supporting LRS unit.

NOTE

When considered a better method, and computer capability exists, major commands may direct the use of automated data systems in lieu of the requirements outlined in this TO. This does not negate the required entries on Forms forwarded with equipment/components.

1.3 DEFINITION OF TERMS.

- 1.3.1 Aircraft Parts Store. An LRS function located near flight line maintenance and functions as a demand processing unit, customer service, and aircraft parts warehouse for maintenance activities.
- 1.3.2 AWP Validation Listing (D19). Daily listing of AWP repair part due-outs, corresponding due-ins, and status. In addition, it provides financial data to allow maintenance managers to consider the impact of repairing parts versus repairing the end item.
- 1.3.3 Daily Document Register (DO4). A daily register which provides LRS customers a comprehensive review of all customer transactions and fund expenditures. It also identifies transactions that may require further analysis or action. This report is in document number sequence and reflects supply action resulting from customer inputs for the previous day. It is for use at the shop level and provides the shop a ready reference for reconciling supply actions to customer requirements.
- 1.3.4 Demand Code. A one digit code used on issue requests to indicate how to accumulate demand information for stock leveling and DIFM control (e.g., recurring-R; initial issue-I; nonrecurring-N; etc.).
- 1.3.5 Due-Out. An obligation assumed and recorded by any supply echelon to issue at a subsequent date; commonly referred to as a backorder.
 - 1.3.5.1 Firm Due-Out. A due-out for which supply requisitioning action has taken place to satisfy the requirement.
 - 1.3.5.2 Memo Due-Out. A due-out for which no supply requisitioning action has taken place to satisfy the requirement.
- 1.3.6 Due-Out Cancellation. Deletion of a previously established due-out (either memo or firm).
- 1.3.7 Expendability, Recoverability, Reparability, Cost Designator (ERRCD). Used to categorize Air Force inventory into various management groupings. The groupings determine the type of management used throughout the logistics cycle,

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designates the process to be used in computing requirements and are used in the correction and reporting of asset and usage data.

1.3.7.1 XB3. Base-level non-recoverable items normally managed with the stock fund program.

1.3.7.2 XF3. Expendable field recoverable items normally managed within the stock fund program.

1.3.7.3 XD2. Expendable depot recoverable items managed under the recoverable assembly management process system.

1.3.7.4 NF3/4. Field recoverable equipment managed within the Air Force Equipment Management System (AFEMS).

1.3.8 Issue Request. A requirement placed on the supply system by maintenance for a spare, repair part, or bit and piece, etc.

1.3.9 Logistics Readiness Squadron (LRS). Integrates the functions of Supply, Transportation, and Logistics Plans into one squadron.

1.3.10 Maintenance Control (MC). The main functions are to support the units operational mission and to serve as the management function which monitors, coordinates, and controls the use of manpower and material in support of the maintenance production. It is the focal point for the assembly collation and assessment of significant logistics information and requirements.

1.3.11 Maintenance Priority Code (MPC). Assigned programmatically for each item record for repair cycle items (XD, XF) to indicate the priority of sequence of repair based on stockage position of the asset. MPC codes include: 3, Air Force Materiel Command (AFMC) critical item; 4, item required for forecasted base requirements; 7, item excess to base requirements; L, computed supply critical items with less than 10 days on-hand stock and due-out balance; and T, computed supply critical items with less than 10 days on-hand stock and no due-out balance.

1.3.12 Maintenance Turnaround (TRN). The means to record demand data in the supply system for either repairs in place or removal, repair, reinstallation of a recoverable item without ordering a replacement item.

1.3.13 Production Scheduler (PS). For the purpose of this technical order (TO), the term production scheduler applies to any individual or function that schedules repair cycle assets into the performing work center for repair.

1.3.14 Regionalized Supply Squadron (RSS). The RSS is a centralized operations support activity, subordinate to the MAJCOM, and responsible for core supply and traffic management processes in a regionalized context. Core supply functions include Mission Capable (MICAP) and AWP management, Stock Control, Equipment Management, and Funds Management.

1.3.15 Repair Cycle Assets. Any recoverable item with an ERRCD code of XD or XF.

1.3.16 Repair Cycle Asset Management List (D23). Provides a current inventory of DIFM assets for use by maintenance and supply to assure positive control and to reconcile supply and maintenance records. The summary data provides supply and maintenance managers statistics to measure the effectiveness of the DIFM program.

1.3.17 Flight Service Center (FSC). The main function of the FSC is to maintain accurate computer records of location and status for all unserviceable assets in maintenance and is the central turn-in point for reparable assets.

1.3.18 Requisition. A request or demand for supplies levied on wholesale distribution agencies.

1.3.19 Retested OK (RTOK). Items returned from the base to the repair facility as NRTS which are retested and found to be operable and not defective.

1.3.20 Spare. A spare is an assembly, subassembly, or shop replaceable unit (SRU) in the repair cycle for which LRS issued or backordered a like item.

1.3.21 Standard Assets Tracking System (SATS). SATS was developed to improve the process of tracking assets through base level supply channels and to reduce the amount of paper produced and stored in LRS. SATS puts the control and responsibility of the property in the hands of the person who has the property. Barcode labels, identification numbers, and passwords are used throughout the system to track and move assets through the supply process.

1.3.22 (Supply) Transaction Identification Code (TRIC). A three-digit code identifying an internal transaction with the (SBSS) (e.g., issue-ISU; turn in-TIN; etc.).

1.4 GENERAL CONCEPT OF REPAIR.

The basic concept is to perform repairs at the lowest level of maintenance, to the fullest extent possible, consistent with good management and quality assurance. Troubleshooting and repair shall be extended to the lowest possible component or part. Repair is not limited to procedures found in equipment technical directives. Unless specifically prohibited, procedures in general maintenance TOs and common sense maintenance actions should also be used to aggressively pursue maximum local repair. Defective components will be either replaced with a like item; repaired in place; or removed, repaired and installed. Care must be taken to ensure XB items are not disposed of simply because they are classified as nonrecoverable. These XB items must be considered for repair when it is cost effective or warranted by mission requirements IAW AFI 21-123, Air Force Repair Enhancement Program (AFREP).

1.5 REPAIR CYCLE PROCESSING OF XB CODED ITEMS.

1.5.1 ERRCD codes do not dictate maintenance policy. They are primarily for use by LRS to decide how to manage parts in the supply system. TO 00-25-195, Source, Maintenance, and Recoverability Coding of Air Force Weapons, Systems, and Equipments governs maintenance policy which authorizes repair of XB items when the Source, Maintenance, and Recoverability (SMR) code includes maintenance repair level (MRL) code B. Unusual situations may also make it necessary to repair parts even though the SMR code indicates the part is not repairable.

1.5.2 Specific equipment TOs do not prescribe repair actions for individual XB items; however, general purpose TOs and common sense maintenance actions can be used to repair these items. If the repair of an XB item is prudent, but it does require parts, tools, test equipment, technical data, or skills having sole application to the item or its repair, the item's SMR and ERRC designators may qualify for change.

NOTE

The design of some XB items requires routine periodic maintenance, such as adjustment and lubrication. A TO should designate when and how to accomplish this kind of "designed for" maintenance. This type of work, which is effectively custodial care, is not repair.

1.5.3 Process and control XB items through the normal maintenance functions using the same procedures as for controlling XD and XF items; however, accumulation of repair cycle data and DIFM procedures do not apply. Order parts required to repair XB items with TEX code E using the SRD and serial number of the aircraft/end item. Units may develop local procedures for monitoring and controlling parts ordered against XB items. Control numbers, such as AFTO FORM 350 tag numbers, may be used in the MARK FOR field for this purpose in lieu of an aircraft serial number. Turn in XB items in accordance with AFI 23-101.

1.6 SOURCE, MAINTENANCE AND RECOVERABILITY (SMR) CODE CONFLICTS.

The SMR code reflects both maintenance and supply management techniques and dictates the ERRCD. Repair guidance, including specific restrictions, is provided in the applicable system or equipment -6 TO. For equipment that does not have a -6 TO, repair restrictions may be provided in other equipment TOs, such as the -2, -3, or -6 WC. The SMR code, ERRCD, and repair restrictions in the equipment TO should be compatible. If an incompatibility exists, action must be taken to correct the codes or to add, delete, or correct the repair restrictions. SMR codes are corrected in accordance with TO 00-25-195. ERRCD are corrected in accordance with AFI 23-101. Repair restrictions are added, deleted, or corrected in the equipment TO by submitting an Air Force Technical Order (AFTO) Form 22 in accordance with TO 00-5-1, *AF Technical Order System*. In cases where the SMR code or repair restrictions are not consistent with existing repair capability, take action in accordance with Section VI of this TO.

1.7 DEPOT OVERHAUL AND ON CONDITION REPAIR OF REPARABLE ASSETS.

Reparable assets received in depot facilities (including contractors) will be inspected and functionally tested as necessary. Condition and applicability of overhaul or on-condition repair methods are determined based on guidelines stated below in the applicable equipment repair manual.

1.7.1 Overhaul Criteria. Selected equipment items, by reason of their design characteristics, function, or application are predetermined to require a complete overhaul whenever returned to the depot in a reparable status. Other items may be committed to a complete overhaul on a judgment basis during receiving inspection and functional test or by direction of the IM as stated in work specifications. Items generally requiring complete overhaul include:

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1.7.1.1 Time Change Items (TCI) whose allowable operating time has expired. TCIs returned due to premature failure which the IM determines a complete overhaul is the more cost effective method based on remaining time of the item shall be evaluated on a case-by-case basis.

1.7.1.2 Items involved in a weapon system accident.

1.7.1.3 Items which have evidence of contamination.

1.7.1.4 Items of which the condition cannot be determined.

NOTE

Avionic items, for which complete overhaul is not practical, are handled as on-condition repair as outlined below.

1.7.2 On-condition maintenance will be accomplished for those items whose circumstances are not outlined above. The extent of overhaul when not specified, is that amount of work required to return the equipment to technical order specification and meet all operational and design requirements. Use that part of the repair manual which contains the detailed requirements and procedures for on-condition repair to include total unit inspection, test and verification processes within existing capability to assure complete serviceability of the required item.

NOTE

Whenever it is found that the overhaul/repair manual for an item does not contain adequate instructions, a deficiency report (AFTO Form 22) will be submitted to the responsible item manager.

1.7.3 AFMC validates the condition of reparable property being returned for repair.

1.7.3.1 When the RTOK rate on an item reaches 10 percent, the IM will advise the base and using command, and work with them to resolve the problems.

1.7.3.2 Reparable items being returned for repair must have a properly completed AFTO FORM 350 attached so that the repair facility can determine the base from which the item came.

1.7.3.3 When the IM advises a base that the RTOK rate on their item is 10 percent or more, the base must attempt to discover why the high RTOK rate exists. The IM must work closely with the base on this investigation since many factors outside of the base's management responsibility can affect the rate, e.g., technical data, support equipment, software.

1.7.3.4 Items with a reported RTOK rate of 10 percent or less are still candidates for improvement and should be sampled on a biannual basis to ensure that the RTOK rate has not increased. Although priority management action should be addressed to 10 percent or above, any item with a RTOK rate of 10 percent or below should be studied and its management improved as resources permit.

1.8 UNIFORM CRITERIA FOR ESTIMATING REPAIR COSTS FOR USE IN MAKING REPAIR DECISIONS.

This section establishes standard criteria and principles for use by all Air Force activities in estimating the cost of repair to equipment as a factor in making repair decisions. Other factors which bear on the repair decision include the availability of a replacement item or suitable substitute, future anticipated needs for the item, the mission impact of not repairing the item, anticipated permanence of the repair (i.e., shall it be back in the shop again next week), and availability of resources to accomplish the repair (qualified personnel, tools, equipment, etc.). Maintenance managers must consider these factors in making repair decisions with the goal of providing optimum mission support at the lowest cost.

1.8.1 Base level personnel will not condemn ERRCD XD items with a unit cost of \$1000, or more, unless beyond total repair (e.g., crushed, burned, battle damaged). Return XD coded items to a depot repair facility for the repair determination when they are beyond base repair capability. (XD items in excess of \$1000 unit cost may be condemned with prior Item Manager and/or Equipment Specialist approval. This waiver can be made for the specific NSN on a one time basis; or may be granted for continuing approval for the NSN restricted to one or more designated bases; or continuing approval Air Force wide).

1.8.2 Operating locations may condemn XF coded items, and XD coded items having a unit cost of less than \$1000, if supported by an economic repair determination.

1.8.3 Repair/condemnation criteria for equipment items, ERRC NF is contained in AFI 23-101, TO 00-25-211 and other applicable directives.

1.8.4 Economical repair of Air Force property is 75 percent of the current stock list price unless otherwise specified in T.O.s or other published directives. If you know or suspect that the stock list price is 3 years old or older take cost escalations into account before applying the 75 percent unit cost criteria. Current replacement cost data may be requested from the IM. Base cost estimates on accomplishment of the required maintenance at the nearest government or commercial facility which has the repair capability and performs similar maintenance. Use the cost elements discussed in paragraphs (1) through (8) in estimating repair costs.

1.8.4.1 Direct labor is the military or civilian labor which you can identify specifically to the repair job. Use the job-standard or job-average man-hours required for the repair action. If a job-standard or job-average is not available, estimate the repair hours based on experience, then apply the military or civilian labor rate to the man-hours required for repair. Labor rates for military personnel will be weighted-average military wage rate for the involved work center. Base the labor rate for civilian personnel on the rate for the applicable job skill and level in the local geographic area of the repairing activity. Therefore, contact the comptroller of the unit concerned for the average hourly rate scale. When determining costs of civilian labor on the basis of annual salaries, compute these costs by adding a factor of 9.0 percent to the gross pay as shown in current pay tables. When determining costs of civilian labor on the basis of direct hours applied, increase the gross pay reflected in current civilian pay scales by a factor of 29.0 percent for annual/sick leave and fringe benefits. Extract the pay rate scales for military personnel from AFI 65-503, US Air Force Cost and Planning Factors.

1.8.4.2 Direct material costs are the cost of all materials identified with and applied directly to the item or equipment that requires repair. This includes government furnished materials consumed by a contractor in performing all or part of the maintenance job; consumable items obtained from supply stocks costed at the stock list price; items locally procured costed at the latest invoice or quoted price and including any transportation charges; fabricated items priced at expected cost including labor cost as described in paragraph 1.8.4.1.; and indirect expenses described in paragraph 1.8.4.3. When the repair involves use of components and assemblies on an exchange basis, cost such components and assemblies at the exchange price; i.e., stock list price less credit for the return of the reparable components. The exchange price may be established as a percent of the stock list price provided it reflects the estimated cost to repair the components or assemblies. If the repair cost is not known, cost estimate exchange items (issue of a serviceable for a reparable) at 35 percent of the stock list price.

1.8.4.3 Indirect expenses may be included in the estimated cost of repair for an item or piece of equipment. Since it is impossible to identify specific indirect expenses for each item, determine this cost element by applying an indirect expense rate to the estimated direct cost expenditures. The indirect costs included in the indirect expense rate represent a portion of the production expenses incurred within or identifiable to the work center or organization performing the repair work; a portion of the general and administrative expenses incurred in management or supervision; and the costs of maintaining the repair facility. A factor of 33 percent of direct expenses may be used to cover indirect expenses if they are not known. The estimated total cost of repair will then be the direct expense estimate multiplied by 1.33.

1.8.4.4 Other direct charges include the cost of contractual services required incident to or identifiable with the performance of all or a portion of the specific maintenance job. If a contractor is to perform a significant portion of the maintenance job, include the total contract price or the estimated total contract price for the repair. When the item or equipment cannot be repaired on site and preparing the item for shipment will incur costs, include these costs in the estimated repair costs. For reparable material located overseas where there is no theater repair capability, include the cost of freight to the continental United States repair facility as an element of cost. Exclude the cost of freight in all other cases. Include any other charges required to accomplish the required maintenance and directly identifiable to the material although not specifically mentioned herein.

1.8.4.5 When there is a modification or Time Compliance Technical Order (TCTO) concurrent with the repair, exclude the cost of the modification or TCTO compliance from the estimated repair cost.

1.8.4.6 Do not include items such as tires, antifreeze, and fuel which are incident to normal operation of equipment in the cost of repair. However, include these items if they are replaced as a result of an accident.

1.8.4.7 Do not include the cost to overhaul or replace accessory items such as sirens, tool kits, or two-way radios, used to adapt the equipment for special usage, in the estimated repair cost.

1.8.4.8 A sample computation follows:

| | |
|---------------------------------|------------------------------------|
| DATA REQUIRED: | |
| Item: | Circuit board |
| ERRCD: | XF3 |
| Stock list price: | \$842.00 |
| 75 percent of stock list price: | \$631.50 |
| Job standard: | 33 hours |
| Civilian pay for work center: | \$12.00/hour |
| Benefits: | 29.0 percent of \$3.48/hour |
| Total wage rate: | \$15.48/hour |
| Direct labor cost: | \$15.48/hour x 33 hours = \$510.84 |
| Direct material total: | \$38.60 |
| Indirect expense: | 33 percent |

| | |
|---------------------|--------------------------|
| COMPUTATION: | |
| \$510.84 | direct labor |
| <u>38.60</u> | material |
| \$549.44 | total material and labor |
| <u>x 1.33</u> | indirect expense rate |
| \$730.76 | total repair cost |

DECISION: Item is XF3, condemnable at base level. The estimated total repair cost exceeds 75 percent of the current stock list price; therefore, the item may be condemned at base level if other repair decision factors support the condemnation decision.

1.9 REUSABLE CONTAINERS.

Do not destroy or discard reusable containers. The maintenance activity will make maximum use of reusable containers. Reusable containers shall normally be kept with the asset during in-shop repair. However, if the containers cannot be stored with the item due to size and shape, store the containers in an area mutually agreed upon by maintenance and supply. Use the AF Form 451, **Request for Packaging Service**, to request local fabrication of new containers in the event the original containers are lost, damaged, or destroyed.

Table 1-1. When to Use NRTS Codes

| RULE | A If an asset is a DIFM item and repair cannot be completed due to | B then assign action taken code |
|-------------|---|--|
| | NOTE | |
| 1 | Every effort must be made to repair XF items prior to making a NRTS decision. Bench checked-NRTS (not reparable this station). Repair not authorized. Shop is not authorized to accomplish the repair. This code shall be used only when the repair required to return an item to serviceable status is specifically prohibited by current technical directives. This code shall not be used due to lack of authority for equipment, tools, facilities, skills, parts or technical data. | 1 |

Table 1-1. When to Use NRTS Codes - Continued

| RULE | A If an asset is a DIFM item and repair cannot be completed due to | B then assign action taken code |
|---|--|------------------------------------|
| 2 | Bench checked-NRTS-lack of equipment, tools or facilities. Repair not prohibited but cannot be accomplished because authorized equipment, tools or facilities are not available. | 2 |
| 3 | Bench checked-NRTS-lack of technical skills. Repair cannot be accomplished due to lack of technically qualified people. | 3 |
| 4 | See Chapter 3 , paragraph 3.3.4. | 4 |
| 5 | Bench checked-NRTS-shop backlog. Repair cannot be accomplished due to excessive shop backlog. | 5 |
| NOTE | | |
| Only use NRTS code 5 after MAJCOM or IM disapproval of a formal request to defer maintenance. | | |
| 6 | Bench checked-NRTS-lack of technical data. Repair cannot be accomplished due to lack of maintenance manuals, drawings, etc., which describe detailed repair procedures and requirements. | 6 |
| 7 | Bench checked-NRTS-lack of equipment, tools, facilities, skills, parts or technical data. Repair authorized but cannot be accomplished due to lack of authorization to obtain or possess required equipment, tools, facilities, skills, parts or technical data. | 7 |
| 8 | Bench checked-return to depots. Return to depots by direction of (SPM) or (IM). Use only when items that are authorized for repair at the operating location are directed to be returned to depot facilities by specific written or verbal communication from the IM or SPM, or when items are to be returned to depot facilities for modification in accordance with a Time Compliance Technical Order (TCTO), or as UMR exhibits. The AFTO FORM 350, block 15, will be annotated to identify ALC and name of the individual (IM/SPM) who verbally authorized the return or other media of authorization (including phone number, if applicable). | 8 |
| 9 | Bench checked-condemned. Item cannot be repaired and is to be processed for condemnation, reclamation or salvage. This code will also be used when a “condemned” condition is discovered during field maintenance disassembly or repair. | 9 |
| 10 | Bench checked-NRTS-warranty item: repair not authorized, item under warranty. | 0 |

CHAPTER 2

THE REPAIR CYCLE ASSET MANAGEMENT

2.1 PURPOSE.

This chapter prescribes the physical layout of the repair cycle asset management, assigns scheduling responsibility and methodology, and establishes control procedures. It also addresses DIFM procedures, verification procedures and the shop interface with production scheduling.

2.2 PHYSICAL LAYOUT.

Route all reparable item documentation through the maintenance function responsible for processing reparable assets. The items will be scheduled through the shops for repair and turned into maintenance for reinstallation. The maintenance function responsible for this may be the applicable maintenance repair activity or other activity determined by the unit.

2.2.1 Production Scheduling (PS) is considered as a repair shop responsibility. The Maintenance Information System (MIS), if available, shall be used to process all parts through the repair shop.

2.3 SCHEDULING.

Repair shops must establish/manage production flow times, in-shop production, and track parts scheduled through the shop.

2.3.1 In-shop priorities shall be assigned based on the applicable maintenance need. Components shall be assigned the same repair priority as the end item.

2.4 SCHEDULING EXCESS POSITION ITEMS.

Items which are in an excess position (MPC 7) shall be scheduled for repair after all other priority work is accomplished.

2.5 SCHEDULING COMPONENTS REQUIRING MULTIPLE SHOP PROCESSING.

Process items needing multiple shop actions in the same manner as other scheduled work. However, the repair shop or the originating shop shall mark involved shops in block 15 of the AFTO Form 350, PART I. Each shop will use the same repair priority first assigned. Upon completion of work, shops will:

2.5.1 Notify the repair shop.

2.5.2 Annotate block 15 of the AFTO FORM 350 to reflect that shop's action.

2.5.3 Route to the next shop. The repair shop must coordinate closely with all subsequent shops to ensure the item is repaired in a timely manner. Each subsequent shop shall process the item in the same manner.

2.6 REPAIR CYCLE ASSET CONTROL.

A repair cycle asset is a part for which LRS normally requires a one-for-one trade. Repair cycle assets are considered part of the total base asset position, whether serviceable or reparable.

2.6.1 A demand on supply for an XD or XF coded asset suspenses the asset in the DIFM control system. This will ensure a one-for-one exchange by tracking each asset through the repair cycle until returned to LRS. The quick return of the asset to LRS expedites the stock replenishment action.

2.6.2 An AFTO Form 350 is required when a repair cycle asset is removed from an end item and for items requiring bench check and/or repair. A repair cycle asset issued by LRS will be accompanied by an issue document (SATS label or DD Form 1348-1). The issue documentation, accompanied with the AFTO Form 350 provides a means for controlling reparable items, and must be returned to LRS to clear the DIFM detail.

2.6.3 Process DIFM assets through the repair cycle and return to LRS. The repair shops shall review the D23 for accuracy daily. If an item is beyond repair, prepare the appropriate NRTS documentation and return the asset expeditiously through the appropriate supply channels.

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2.6.4 The repair shop and LRS shall perform a quarterly DIFM reconciliation on a coordinated date as prescribed in AFI 23-101.

2.6.5 DIFM files shall be established using one of the following methods:

2.6.5.1 If a SATS issue label is received, the repair shop shall establish a suspense file. Ensure the supply document number, federal stock class and national stock number (NSN), on the AFTO Form 350 attached to the item agree with the document number, federal stock class and NSN on the SATS issue label.

2.6.5.2 If the DD Form 1348-1A is used in lieu of SATS, the repair shop shall retain copy 3.

2.6.6 Each AFTO Form 350 shall contain the date the item was scheduled or received into the shop in the base repair cycle data block of Part II. The repair shop shall detach Part II of the form and verify the part number entry in block II against:

2.6.6.1 The data plate.

2.6.6.2 The number stamped, stenciled, or embossed on the item.

2.6.6.3 The parts catalog.

2.6.7 Correct any error in Part II and annotate the correct part number in block 18. If the data plate is in error, advise the work center to update the data plate.

2.6.8 Repair cycle asset control is a repair shop responsibility. The repair shop shall report/update current repair cycle asset location and condition status through the MIS, if available, to maintain surveillance of items. If MIS is unavailable, contact FCS for status and location update. [Table 2-1](#) presents the DIFM status codes used for this purpose.

Table 2-1. DIFM Status Codes

| CODE | DEFINITION | DETERMINED BY |
|---------------|--|------------------------------|
| BLANK | No location established | Maintenance |
| AWI | Awaiting installation | Maintenance |
| AWF | Awaiting testing | Maintenance |
| AWM | Awaiting maintenance | Maintenance |
| AWP | Awaiting parts with one AWP due-out detail | Program Control (see note 1) |
| (N)(N)P | AWP with two or more AWP due-out details | Program Control (see note 1) |
| (N) = numeric | | |
| AXC | Aircraft cross-country | Maintenance |
| BFN | Base funded, nonstandard MAJCOM peculiar repair cycle items | LRS |
| CEH | Scheduled work order item in BCE hold area | Civil Engineer (BCE) |
| CMD | CEM mobile detachment | Maintenance |
| CTE | Contract maintenance (equipment) | Maintenance |
| CTR | Contract maintenance | Maintenance |
| DWO | UJC AR/BR retained on system | Maintenance (see note 2) |
| DWP | Repair cycle item which is a component of another repair cycle item that is in AWP | Maintenance |
| EWI | Engine components awaiting installation | Maintenance |
| FEM | Forecasted engine maintenance | Program Control (see note 3) |
| FSP | Intransit from forward supply point | LRS |
| FTL | Flight line | Maintenance |
| FWP | Previous AWP item ready for scheduling and repair | Program Control (see note 4) |
| INO | Intransit issue (off-base only) | LRS |

Table 2-1. DIFM Status Codes - Continued

| CODE | DEFINITION | DETERMINED BY |
|--|--|--------------------------|
| INR | Intransit return (off-base only) | LRS |
| INW | In shop | Maintenance |
| MTM | Maintenance to maintenance | Maintenance |
| MWI | ICBM item awaiting installation | Maintenance |
| OAM | Retained on system | Maintenance |
| RFS | Warehouse refusal | LRS |
| RPR | Repair and return | Maintenance |
| TCG | Time change | Maintenance |
| TIN | Turn-in to LRS | Maintenance |
| TNB | Tail or registration | Maintenance |
| TOC | TCTO required on end item | Maintenance |
| TWP | Bits and pieces required for repair action intransit | LRS |
| VHM | Scheduled work order item in vehicle maintenance hold area | Maintenance (see note 5) |
| Z(MM) | Reserved. Assigned by MAJCOM | |
| NOTES | | |
| <p>1. When the first AWP due-out is set up, the code on the end-item DIFM detail will be changed to AWP under program control. When the second AWP due-out is set up, the code will be changed from AWP to 02P. Further processing increases or decreases the status code counter; that is, sequential processing will result in code assignment AWP, 02P, 03P, 04P, etc., 03P, 02P, AWP, FWP.</p> <p>2. DWO should be assigned to UJC AR/BR requirements when the asset must be retained on the end item or system.</p> <p>3. Status code FEM is assigned when the issue request UJC is AU, BU, or CU, and the delivery destination field is FEM.</p> <p>4. When the last AWP due-out is released or cancelled, the code on the end-item DIFM detail will be changed to FWP under program control.</p> <p>5. Status code VHM can only be applied by vehicle maintenance organization.</p> | | |

2.7 VERIFICATION PROCEDURES.

A prompt responsive verification process is the key to success in preventing unwarranted NMC/PMC conditions, cannibalization, priority system abuses, and unnecessary fund expenditures. Verification information usually centers around the following types of data:

- 2.7.1 Is the item on bench stock and available?
- 2.7.2 Status and location of any DIFM?
- 2.7.3 Is the item repairable?
- 2.7.4 Are any assets in the tail number bins (TNB)?
- 2.7.5 Can the item be locally manufactured?
- 2.7.6 Is the next higher system assembly available?
- 2.7.7 Is the assembly a spare?
- 2.7.8 Possibility of feasible cannibalization?
- 2.7.9 Are there suitable substitutes?
- 2.7.10 Accuracy of requisition date in accordance with AFI 23-101?

2.8 PICKUP AND DELIVERY OF REPARABLE ITEMS.

The Maintenance Group Commander (MXG/CC), or designated representative shall establish pickup points for repair cycle assets, in coordination with the Logistics Readiness Squadron (LRS) Commander. In addition, they shall establish times to check the pickup points to ensure pickup of assets on a timely basis. Do not allow shop production and reparable turn-ins (completed work) to accumulate at these pickup points. Ensure fragile components are transported using vehicles with appropriate protective devices. Pickup and delivery responsibilities are listed in AFI 24-301, para 1.2.8.10.3.

CHAPTER 3

MAINTENANCE PROCESSING OF REPAIR CYCLE ASSETS

3.1 PURPOSE.

This chapter prescribes specific procedures for processing and documenting repair actions. It also covers use of memo due-outs, due-out cancellation procedures, the establishment of supply points, and asset turn-in procedures.

3.2 PROCESSING CLASSIFIED ASSETS.

Process classified repairable components in the same manner as other components. However, the initiator of the AFTO Form 350 shall indicate on the face of the AFTO Form 350 that the item is classified. Use a stamp which states, "This Item is Classified and shall be handled in accordance with AFI 31-401, *Information Security Program Management*." For classified components under COMSEC control (i.e., those using the Top Secret nomenclature system), use a stamp that states, "This Item is Classified and shall be handled in accordance with AFKAG-series, *Air Force Cryptographic Operational General Publication*" or use bold block lettering, if no stamp is available. The shop responsible for bench check/repair will ensure the security classification of the component is conspicuously visible. The preferred method of marking the classification on components, IAW Committee on National Security System (NCSSI) No. 4005, *Safeguarding COMSEC Facilities and Materials*, are grease pencils or non-permanent markers.

3.3 PROCESSING ITEMS AWAITING PARTS.

When a shop requires bit and piece parts, a demand shall be placed on supply through the MIS, if available.

3.3.1 After processing issue requests, LRS shall notify the repair shop of the issue status. Under the "fill or kill" option, the requester must verify for re-input and change the delivery destination code, if required.

3.3.2 Sometimes bits and pieces required to return an end item to serviceable status have an extended estimated delivery date. It may be prudent to place another demand on supply for the next higher assembly. For example, when the next higher assembly is a subassembly, the second requisition should be for this subassembly. Maintenance and LRS must monitor AWP closely to ensure positive action to return AWP assets to a serviceable condition. These actions may include: cannibalization, local purchase, supply difficulty letters, follow-ups, and substitutions.

3.3.3 In-shop serviceable assets may be cannibalized to preclude or satisfy MICAP conditions. However, the AWP monitor must update the appropriate due-outs. These actions do not require documentation unless the items are removed from complete engine modules or engines.

3.3.4 LRS and maintenance must expend special efforts to obtain parts and perform authorized maintenance to preclude returning AWP assets to the depot. Base level managers have the authority to evacuate unserviceable end articles awaiting parts (AWP), NRTS 4 after aggressive actions have been taken to secure the SRUs, components, or parts for repair. Prior to evacuation, disposition instructions need to be obtained from the end article item manager. The request for AWP end article evacuation shall include the current condition of the end article. When furnished the disposition instructions, route the repairable item to the shop for preparation for turn-in. The repair shop shall complete maintenance data collection processing in the MIS, and turn into LRS. The AWP monitor will cancel due-outs for bit and pieces not received.

3.4 PROCESSING MAINTENANCE TURNAROUND (TRN) TRANSACTIONS.

The basic maintenance concept and parts ordering policy for repair cycle assets is to remove and replace the defective component with a serviceable asset issued from LRS. The unserviceable asset is then processed for bench check and repair through the repair shop. However, under certain conditions it may be prudent to remove, bench check, repair and reinstall an item without a demand on supply. In these cases process a maintenance turnaround transaction (TRN).

3.4.1 Some of the reasons for processing a TRN are:

3.4.1.1 The component may be "married" or integrated to another component where replacement (in the case of an issue from LRS) would necessitate replacement of the other component.

3.4.1.2 The defective component may require a minor repair while a new issue may need elaborate bench checking. Time constraints may dictate the repair.

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3.4.1.3 The component may be trimmed and fitted to the end item in which case repair will usually be easier than replacement.

3.4.1.4 It may be easier to repair the defect on the equipment, in which case a demand on supply would be impossible.

3.4.2 Repair and return processing procedures are the same as normal repairable processing. If repaired, the repair shop shall process the TRN through the MIS or forward to LRS for processing. If repair cannot be accomplished, the repair shop shall process and control the removed items using normal DIFM procedures.

3.4.3 Processing a TRN provides the same demand data as an issue and turn in of a serviceable asset. Only maintenance action taken codes A, F, G, K, L, or Z qualify for TRN transactions. Failure to process TRNs affects stock levels and results in incomplete reports on which AFMC bases buy, repair, and distribution decisions.

3.5 DOCUMENTING MAINTENANCE TURNAROUND (TRN) TRANSACTIONS.

3.5.1 If the MIS is unavailable, forward all AFTO Forms 350, Part II, which require TRN processing to the LRS TRN monitor by the most expedient method available. Ensure the AFTO Forms 350 contain valid part number, NSN, maintenance action taken code, the SRD of the weapon system or equipment from which the item was removed and number of repair days.

3.5.2 Maintain a record of turnarounds processed using AF Form 2521, TURNAROUND TRANSACTION LOG or a copy of the Daily Document Register (DO4).

3.5.3 Verify the TRN processed using the DO4. The repair shop and LRS shall determine the corrective action if the TRN processed incorrectly.

3.6 PROCESSING REPARABLE FOR UNITS SUPPORTED BY A MAIN OPERATING BASE.

■ Use the following procedures in conjunction with the procedures authorized in AFI 23-101 for units operating at locations where little or no repair capability exist, when deployed to a forward operating location (FOL) supported by a forward supply location (FSL), or enroute support activity. The repair shop at the FSL schedules the accomplishment of off-equipment maintenance.

3.6.1 When the FOL cannot perform the repair action, they shall forward the component with an attached AFTO Form 350 to the forward support location. The AFTO Form 350 shall be annotated with action taken code D, bench check/repair, when transferred to another base. This identifies items the forward maintenance activity cannot code NRTS, or repair.

3.6.2 Upon receipt of a transferred item from the FOL, the FSL shall schedule the item into the shop for repair.

3.6.3 Air Mobility Command's (AMC) Forward Supply System (FSS) uses the same procedures. In addition, the FSL shall overstamp the front of the AFTO Form 350 with "FSS" in red ink prior to transferring the item to the primary supply point for repair.

3.6.3.1 LRS shall be responsible for delivery of unserviceable FSS items to the appropriate production scheduler/shop.

3.6.3.2 Upon receipt of completed repairable FSS engines at the primary supply point for maintenance or inspection, the engine manager shall immediately notify the documentation section of the requirement to load an ID number for the engine.

3.7 USE OF MEMO DUE-OUTS.

The supply system provides a technique to maintain visibility of an asset processed through maintenance when the request for an assembly or subassembly results in a "kill." This visibility is accomplished by creating a memo due-out. To create the memo due-out, maintenance must verify the requirement and request re-input with a transaction exception (TEX) code 7.

3.8 SUPPLY POINTS.

The MXG/CC, or designated representative, in coordination with the LRS Commander, may establish supply points within the maintenance complex. Supply point stocks may include any item of supply, except equipment items. Expendable items (ERRCD XB3) must be approved by Materiel Management Flight Officer. The MXG/CC, or designated representative, must provide adequate facilities to accommodate the supply points.

3.8.1 The supply point concept allows pre-positioning selected assets in designated maintenance shops. Generally this procedure is reserved for items requiring buildup or bench check prior to issue. LRS is responsible for transferring the assets

to the shop and processing the necessary documentation. The supply point monitor shall advise LRS each time the item is removed from the supply point and notify LRS. LRS shall process a paper work turn-in to clear the DIFM and update the repair cycle data. NRTS and condemnation actions require normal DIFM turn-in procedures.

3.8.2 The supply point monitor shall assist LRS in accomplishing the semi-annual supply point reconciliation and the annual inventory.

3.9 PROCESSING SUPPLY ASSETS REQUIRING FUNCTIONAL CHECK.

Repair shops must identify those items requiring functional check or calibration, prior to issue. The repair shop shall prepare a consolidated list of repair parts and forward it to LRS. As a minimum, this list shall identify the parts by NSN, repair shop delivery destination code, and frequency of functional check. Criteria to be used in selecting items for inclusion in the functional check program include: the length of time required for a prior to use bench check, the failure history of the item, the need to “marry” components, and other considerations as determined by the unit. LRS may request functional checks of items due to evidence of improper handling. These parts shall be under DIFM control procedures until returned to LRS. Should these items require repair, the repair shop shall order the required bits and pieces. Additionally, if LRS received the item from depot-level repair and it bench checked bad, accomplish appropriate material deficiency reporting in accordance with TO 00-35D-54, USAF Deficiency Reporting and Investigating System.

3.10 DUE-OUT CANCELLATIONS.

There will be times when a repair cycle asset is removed for bench check and repair and a replacement is back ordered with LRS. If the shop repairs the item before receipt of the back ordered item, they will cancel the due-out using the appropriate action taken code and procedures outlined in AFI 23-101. Use only action taken codes A, F, G, K, L, or Z update demand data. When notified of this transaction, the repair shop shall retain the AFTO Form 350, Part II, until confirmed by review of the DO4.

3.11 PROCESSING ASSETS FOR BENCH CHECK.

When an asset is processed for bench check it will generally either be found serviceable and reinstalled, repaired and reinstalled without placing a demand on supply, scheduled for repair and a replacement ordered from supply, or be found NRTS and processed accordingly. The following procedures shall be used for assets being processed for bench check:

3.11.1 If the asset is found serviceable, record the status in block 15 of the AFTO Form 350, Part I, and the inspector’s name or stamp in block 26. The AFTO Form 350 remains with the asset until it is reinstalled.

3.11.2 If the asset is repaired and reinstalled without placing a demand on supply, follow TRN procedures outlined in this TO.

3.11.3 If a replacement is ordered from LRS and the asset is scheduled for repair, process the asset for repair using normal DIFM procedures. When maintenance returns a serviceable asset to LRS, the shop prepares and attaches a DD Form 1574 and an AFTO Form 350 to the asset to indicate serviceable status. If the asset is being returned in a container, and is unclassified, a DD Form 1574 is also prepared and attached to the outside of the container. Label classified assets in accordance with [Table 3-2](#) and AFI 31-401.

3.11.4 If the asset is NRTS, accomplish the following:

3.11.4.1 If NRTS code 1, the AFTO Form 350 shall include reference to the authority for NRTS declaration.

3.11.4.2 If NRTS code 8, the work center technician will annotate the AFTO Form 350, block 15, to identify the ALC and the name of the person (IM/SPM) authorizing the return (including phone number).

3.11.4.3 If an item is condemned, (NRTS code 9) the shop will prepare and attach a DD Form 1577, unserviceable (condemned) materiel tag to the item to show condemned status. Reference the publication or directive which authorized the action on the DD Form 1577. Also attach a DD Form 1577, unserviceable (condemned) tag/label to the outside of the container.

3.11.4.4 For all NRTS codes, except NRTS code 9:

3.11.4.4.1 Complete the AFTO Form 350 and record the applicable NRTS code in block 15.

3.11.4.4.2 Attach the AFTO Form 350, Part I, and the DD Form 1577-2 to the asset.

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3.11.4.4.3 Prepare a DD Form 1577-3, unserviceable label or DD Form 1577-2, unserviceable tag, as ID for the outside of the container.

3.11.4.4.4 Package the asset in accordance with the control requirements specified in the applicable TO.

3.11.5 When declaring a complete assembly NRTS after making a separate demand on the supply system for a DIFM-controlled subassembly which was not available, check the authorized base stock level of the subassembly. If the stock level is inadequate, it may be necessary to initiate an AF Form 1996, Adjusted Stock Level Request, to provide data to LRS for establishing the required stock level for the subassembly. See AFI 23-101, for preparation instructions. Maintenance managers should determine and correct the cause for inadequate levels.

3.12 MAINTENANCE PREPARATION FOR TURN-IN OF ASSETS TO LOGISTIC READINESS SQUADRON (LRS).

Maintenance accomplishes the following actions prior to turning in assets to LRS.

3.12.1 Place the asset in its container but do not seal the container. Reuse specially engineered containers and packing within unit capability. If the appropriate container is not available, the item will be accompanied by AF Form 451, **Request for Packaging Service**.

3.12.2 If TOs specify environmental control requirements, such as pressurization of a container or component drain/purge requirements, the shop shall accomplish all actions to meet these requirements.

3.12.3 Forward all properly prepared required documentation, e.g., AFTO Form 350, DD Form 1577-2/-3, and the AFTO Form 95, Significant Historical Data showing life consumed for a time change/life limited serialized item (if for an assembly, this printout must include data for all embedded time change/life limited items) with the item as follows:

3.12.3.1 The AFTO Form 350 and the AFTO Form 95 of current life for time change/life limited items are attached to the DD Form 1577-2, and physically attached to each item.

3.12.3.2 The use of multiple quantities on AFTO Form 350 and DD Form 1577-2 for time change/life limited items is not authorized because of the requirement to track the consumed life for each time change/life limited serialized item on the DD Form 1577-2.

3.12.3.3 You may use multiple quantities on DD Forms 1577-2/-3 on the *outside* of shipping containers for shipments of multiple items. However, each item inside the container must be individually tagged.

3.12.3.4 For time change/life limited items not tracked in MIS, the DD Form 1577-2 for the item must be annotated with current status of life consumed. If tagged for an assembly, the DD Form 1577-2 must include data on all embedded time change/life limited items, and is physically attached to the item. See the applicable aircraft -6, -06, or 00-20-series TO.

3.12.4 Take appropriate reclamation and demilitarization actions on condemned repair cycle assets. When destroying top secret or secret materiel for which DOD 5200.1-R, Information Security Program/AFI 31-104 requires a receipt, prepare a destruction certificate.

3.12.4.1 Serviceable bits and pieces removed from XB/XF/XD items should be maintained in the maintenance shops and when no longer required they should be turned in to LRS.

3.12.4.2 Repair cycle type items, i.e., XF and XD, removed and not replaced from the unserviceable end item shall be turned in to LRS.

3.12.4.3 Maintenance personnel involved with the removal of bits and pieces should be aware that some assets may contain precious metals which must be handled in accordance with AFI 23-101.

3.12.4.4 Parts removed from XD items should be identified and an annotation made on the back of the condition code (DD Form 1577 series) tag.

3.12.4.5 Maintenance shops should establish a list of ERRCD XD candidate items which meet the cost criteria (less than \$1000) as outlined in paragraph 1.8.1.

3.12.4.6 XD/XF items removed from unserviceable assets must be properly accounted for and base level usage data properly reported.

3.12.4.7 Maintenance Section chiefs must certify that the repair cost is over 75 percent of the cost of a new item in accordance with paragraph 1.8.

3.12.4.8 USAF-designated critical items are excluded from this process.

3.12.5 Clean and preserve repair cycle assets as required by technical orders.

3.12.6 Forward all repair cycle assets to a designated LRS pick-up point.

3.12.7 For reliability improvement warranty (RIW) items, record and verify the serial number of the assembly and action taken code 1 on the AFTO Form 350, Part I. LRS requires both entries for proper processing.

3.12.8 The AFTO Form 95 must accompany the asset when it is turned in to LRS. Check with plans, scheduling and documentation for the documents. Examples of assets which have historical documents are aircraft engines, time change/life limited items, and landing gears.

3.12.9 F100 engine users with Automated Ground Engine Test Set shall attach the component removal report to the DD Form 1577-2 when turning in reparable components to LRS.

3.13 ASSET TURN-IN TO LRS.

The repair shop shall perform the following actions for asset turn-in to LRS:

3.13.1 Reconcile the AFTO Form 350 with the SATS label or DD Form 1348-1A, copy 3. Part I of the AFTO Form 350 shall indicate the NSN in block 23, and the stock record account number (SRAN) in block 24. Part II of the AFTO Form 350 shall indicate the date removed and the AWP days, if applicable, in block 29.

3.13.2 Verify the accuracy of the condition tag affixed to the repair cycle asset (see [Table 3-1](#) and [Table 3-2](#)).

3.13.3 Obtain the LRS representative's signature on AF Form 2520, **Repair Cycle Control Log or local product (logbook, customer copy of DD 1348-1A, etc.)**.

3.13.4 For NRTS items, ensure the AFTO Form 350, Part 1 Discrepancy, block 14 and/or block 15 contains complete descriptive information about the discrepancy and reason for NRTS action. Do not use phrases such as "failed to operate," or "internal failure".

Table 3-1. How to Use Condition Tags/Labels

| | A | B | C | D |
|-------------|---------------------------|---|-----------------------|-------------------------------------|
| RULE | If the item is | and the item is | then prepare | and assign condition code |
| 1 | Serviceable | New, used, repaired or reconditioned materiel which is serviceable and issuable to all customers without limitation or restrictions. Includes materiel with more than 6 months shelf life remaining. | DD FORM 1574/1574-1 | A Issuable without Qualification |
| 2 | Serviceable | New, used, repaired or reconditioned materiel which is serviceable and issuable for its intended purpose but which is restricted from issue to specific units, activities or geographical areas by reason of its limited usefulness or short service-life expectancy. Includes materiel with 3 through 6 months shelf life remaining. | DD FORM 1574/1574-1 | B Issuable with Qualification |
| 3 | Serviceable | New, used, repaired or reconditioned materiel which is serviceable and issuable to selected customers, but which must be issued before Condition A and B materiel to avoid loss as usable assets. Includes materiel with less than 3 months shelf life remaining. | DD FORM 1574/1574-1 | C Priority Use |
| 4 | Serviceable | Serviceable materiel which requires test, alteration, modification, conversion or disassembly. This does not include items which must be inspected or tested immediately prior to issue, or Type II shelf life materiel with expired time. | DD FORM 1576/1576-1 | D Test/Modification |
| 5 | Unserviceable | Materiel which involves only limited expense or effort to restore to serviceable condition and which is accomplished in the storage activity where the stock is located. | DD FORM 1577-2/1577-3 | E Limited Restoration |
| 6 | Unserviceable | Economically repairable materiel which requires repair, overhaul or reconditioning. Includes repairable items which are radioactively contaminated. | DD FORM 1577-2/1577-3 | F Repairable |
| 7 | Unserviceable | Materiel requiring additional parts or components to complete the end item prior to use. | DD FORM 1577-2/1577-3 | G Incomplete |
| 8 | Unserviceable | Materiel which has been determined to be unserviceable and is uneconomical to repair, or condemnation has been directed by a TCTO. Includes Type I shelf life materiel with expired time. | DD FORM 1577/1577-1 | H Condemned |
| 9 | Suspended in Supply Stock | Materiel in stock which has been suspended from issue pending condition classification analysis, where the true condition is not known. Includes Type II shelf life materiel with expired time. | DD FORM 1575/1575-1 | J In stock |

Table 3-1. How to Use Condition Tags/Labels - Continued

| | A | B | C | D |
|------|----------------|---|---------------------|--|
| RULE | If the item is | and the item is | then prepare | and assign condition code |
| 10 | Suspended | Materiel returned from customers or users and awaiting condition classification. AFMC activities may use this code for disassembled deficiency report (DR) exhibits IAW TO 00-35D-54. | DD FORM 1575/1575-1 | K Returned |
| 11 | Suspended | Materiel held pending litigation or negotiation with contractors, vendors or carriers. | DD FORM 1575/1575-1 | L Litigation |
| 12 | Suspended | Materiel identified in inventory control record but which has been turned over to a maintenance facility or contractor for repair. | DD FORM 1575/1575-1 | M In Work |
| 13 | Suspended | Ammunition stock suspended for issue except for emergency combat use. | DD FORM 1575/1575-1 | N Ammunition Suitable for Emergency Combat Use Only |
| 14 | Unserviceable | Material determined to be unserviceable, uneconomically repairable as a result of physical inspection, tear down or engineering decision, but the item contains serviceable components or assemblies to be reclaimed. | DD FORM 1577/1577-1 | P Reclamation |
| 15 | Suspended | DR exhibits returned by customers/users as directed by the item manager/system manager due to technical deficiencies reported by a DR. The exhibit requires technical or engineering analysis to determine cause of failure. This code is for intra-Air Force use only. | DD FORM 1575/1575-1 | Q Returned |
| 16 | Suspended | Materiel reclaimed by inventory control points/item managers from activities that do not have the capability to determine material condition e.g., skills, manpower or test equipment. Actual condition, serviceable or unserviceable, is determined at the repair facility and reported to the inventory control point/item manager before issue or repair. This code is for intra-Air Force use only. | DD FORM 1575/1575-1 | R Reclaimed |

Table 3-2. Required Entries For Condition Tags/Labels

| | DD FORM 1574/1574-1 | DD FORM 1575/1575-1 | DD FORM 1576/1576-1 | DD FORM 1577/1577-1 | DD FORM 1577-2/1577-3 |
|--|---------------------------------|-----------------------|---------------------|---------------------|-----------------------|
| NSN, Part No., Item Description | X | X | X | X | X |
| Serial No./Lot No. (Note 1) | X | X | X | X | X |
| Quantity | X | X | X | X | X |
| Unit of Issue | X | X | X | X | X |
| Condition Code (See Table 3-1, How to Use Condition Tags/Labels) | A, B or C | J, K, L, M, N, Q or R | X | X | X |
| Inspection Activity | X | X | X | X | X |
| Inspector's Name or Stamp and Date | X | X | X | X | X |
| Contractor Purchase Order No. (Note 2) | X | X | X | X | X |
| Reason for Reparable Condition | X | X | X | X | X |
| Authority/Date | | | X | | |
| Next Inspection Due/Overage Date | X (Notes 9 and 13) | X | | | |
| Removed from | | | | | X |
| Reason or Authority | | X | | X | X |
| Remarks | (Notes 3, 4, 5, 6, 7, 8, 9, 10) | (Note 8) | (Note 8) | (Note 8 & 11) | (Note 8 & 11) |

Note 1. Required only for those items controlled and reported by serial number or lot number. Enter the serial number of the item, including any alpha, numeric, or special character as it appears on the data plate.

Note 2. Required only when item is still under warranty and contract number is available.

Note 3. DD Form 1574/1574-1 will be annotated in the remarks block with the phrase, "TCTO (number) complied with", "All TCTOs as of (date) complied with", "TCTO (number) not complied with" or left blank as applicable, when items are returned from organizational/intermediate or depot level maintenance to LRS. These annotations are not required whenever the item being returned has undergone TOC action involving modification and resulted in a change in NSN or part number. For Computer Security (COMSEC) assets use the statements "Modification (MOD) (number) complied with" or "MOD (number) not complied with".

Note 4. NEW PRODUCTION ASSETS (Never overhauled or repaired) When a time change item is a "NEW" serviceable asset (never used, overhauled, or repaired), the "REMARKS" block of DD Form 1574/1574-1 will be annotated as follows:

- * "TSN = 0.0" (time since new).
 - ** "TSO = 0.0" (time since overhauled).
- Equipment description that the item goes on.

Table 3-2. Required Entries For Condition Tags/Labels - Continued

| DD FORM 1574/ 1574-1 | DD FORM 1575/ 1575-1 | DD FORM 1576/ 1576-1 | DD FORM 1577/ 1577-1 | DD FORM 1577-2/ 1577-3 |
|--|-------------------------|-------------------------|-------------------------|------------------------------|
| <p>Note 5. REPAIRED ASSETS (Check and test or minor repair, not overhauled) Accessories or engine components applicable to engines which have mechanical tracking system (computer) such as F100-PW-100, TF34 and TF39 shall have the total operating time (time since new) and the time since overhaul reflected in remarks block of the DD Form 1574.</p> <p>* "TSN = _____", (time since new). TSO and TSN values shall be equal ** "TSO = _____" (time since overhauled). until first O/H has been accomplished Equipment description that the item goes on.</p> | | | | |
| <p>Note 6. OVERHAULED ASSETS (Major overhaul) When a time change item is made serviceable by "OVERHAUL" the "REMARKS" block of DD FORM 1574/1574-1 will be annotated as follows:</p> <p>* "TSN = _____" (time since new). ** "TSO = _____" (time since overhauled). Equipment description that the item goes on.</p> | | | | |
| <p>Note 7. Contractors that do not have access to values will obtain the data by contacting the appropriate engine tracking section that has management responsibility for the asset. Legends: *TSN represents the time accumulated since the asset entered the inventory as new item. Total operating time (TOT), engine operating time (EOT), time since new (TSN), accrued operating time, and total equivalent cycles (TEC) are synonymous. The preferred term is "TSN" respective to the tracking method used for the item (either hours or cycles). **TSO represents the time accrued since last overhaul.</p> | | | | |
| <p>Note 8. For classified components a stamp will be used that states "This item is classified _____ and shall be handled IAW AFI 31-401". For classified components under COMSEC Control (i.e., those using the TSEC nomenclature system) a stamp will be used that states "This item is classified _____ and shall be handled in accordance with AFKAG-1-series". Bold black lettering will be used if no stamp is available. Only the DD Form 15XX attached to the item shall be completed and stamped. The DD Form 15XX attached to the outside of the item's container shall be completed except for the classified stamp. See DOD 5220.22-R, AFI 31-601, <i>Industrial Security Program Management</i>, or AFI 24-201, <i>Cargo Movement</i>, for additional guidance on packaging classified components for shipment.</p> | | | | |
| <p>Note 9. Enter the inspection due date/overage date. If no inspection is required, enter N/A.</p> | | | | |
| <p>Note 10. If the DD Form 1574 is for an assembly, the form must be annotated with the applicable TSN and/or TSO data for every embedded time change/life limited item. The data is placed in the "REMARKS" block or if not enough space on the back of the Form. If a computerized product is available that indicates TSN/TSO data for the embedded items in the assembly, then the DD Form 1574 shall be annotated with "see attached data" in the "REMARKS" block of the form and the computer product then attached to the DD Form 1574 that is attached to the assembly.</p> | | | | |
| <p>Note 11. For time change/life limited components see applicable 00-20 series TO.</p> | | | | |
| <p>Note 12. When an organization condemns an item whose extended value exceeds \$1,000.00 the organization turning in the item to a DRMO must identify on the DOD Form 1577/1577-1 the reason or authority for condemning the material (e.g., repairs exceeds 75% of unit replacement cost; shelf life expired; condemned by TCOT). Reason/authority for condition coding is a mandatory entry for all condemned items, and shall not be omitted for any reason.</p> | | | | |
| <p>Note 13. Munitions units utilizing the Combat Ammunition Systems do not require a "Next Inspection Due/Overage Date."</p> | | | | |

CHAPTER 4

INSPECTION OF REPAIR CYCLE ASSETS

4.1 AUTHORIZED INSPECTORS AND THEIR RESPONSIBILITIES.

Maintenance and supply functions shall designate certain representatives to perform duties as inspectors as part of the Air Force quality assurance program. General responsibilities of maintenance and supply inspectors are as follows:

4.1.1 A maintenance inspector is a person authorized by the MXG/CC, or designated representative, of an Air Force organization or activity to perform the following inspection functions (the term maintenance inspector may include quality assurance inspectors/augmentees or designated Maintenance Supervisors):

4.1.1.1 Ensure quality of production with respect to repair, overhaul, modification, local manufacture, or restoration to a serviceable condition of all materiel and equipment at USAF activities according to standards prescribed by higher authority.

4.1.1.2 Determine the final condition of property. The inspector directs condemnation of property when necessary or when directed by higher authority and, when requested, determines the final condition of property received or stored by a supply activity. [Table 3-1](#) lists authorized condition tags and describes their use. [Table 3-2](#) describes which blocks on condition tags/labels require entries.

4.1.1.3 Ensure accurate entry of re-inspection dates prescribed by TOs on applicable tags or labels.

4.1.1.4 Maintain or reestablish the identification of materiel restored to a serviceable condition, and establish the identification of articles locally manufactured, as well as those reclaimed or removed from major assemblies/complete assemblies.

4.1.2 A supply inspector shall perform the following functions:

4.1.2.1 Establish and maintain the final identification and classification of all property received, stored, issued, or shipped.

4.1.2.2 Identify known or suspected damage, deterioration or corrosion during use, storage, or shipment.

4.1.2.3 Ensure accurate entry of re-inspection dates prescribed by TOs on the applicable tags or labels to identify property received, stored, issued, and/or shipped by a supply activity.

4.1.2.4 Accept or reject property received on local purchase orders or contracts requiring inspection and/or acceptance at destination.

4.1.2.5 Determine status of property received, stored, issued, and shipped by a supply activity, and direct condemnation of property when prescribed by directives of higher authority.

4.1.2.6 Establish and maintain inspection controls on materiel within the technical order compliance category to ensure inspection dates permit the availability of serviceable stock.

4.1.2.7 Verify and/or re-identify property using decal, stickers, or labels to ensure proper identification of assets received or in stock.

4.2 BASE INSPECTION STAMPS.

Inspection stamps may be used to identify the responsible inspector determining the condition of materiel or equipment. If stamps are not used the inspector will sign the appropriate form. A stamp or signature indicates an authorized inspector reviewed and inspected the item to verify the indicated condition/identity.

4.2.1 The MXG/CC, or designated representative, is responsible for the issuance and control of maintenance inspection stamps. Inspection stamps used at operating locations will have a standard configuration of an equilateral triangle as illustrated in [Figure 4-1](#). The recommended size of the triangle is one having 1/2 inch sides. The stamp serial number shall be inside the triangle. Emboss the outside of the triangle with the letter "M" to indicate maintenance activities, the supply or munitions stock record account number, and the base, wing, or squadron identification. The recommended size of letters and numerals is 1/8 inch in height. Use of larger or smaller stamps is optional provided the configuration of an equilateral triangle is maintained.

4.2.2 The LRC/CC may issue supply inspectors an inspection stamp in accordance with AFI 23-101.

4.2.3 Appoint munitions inspectors and issue them a munitions inspection stamp in accordance with TO 11A-1-10.

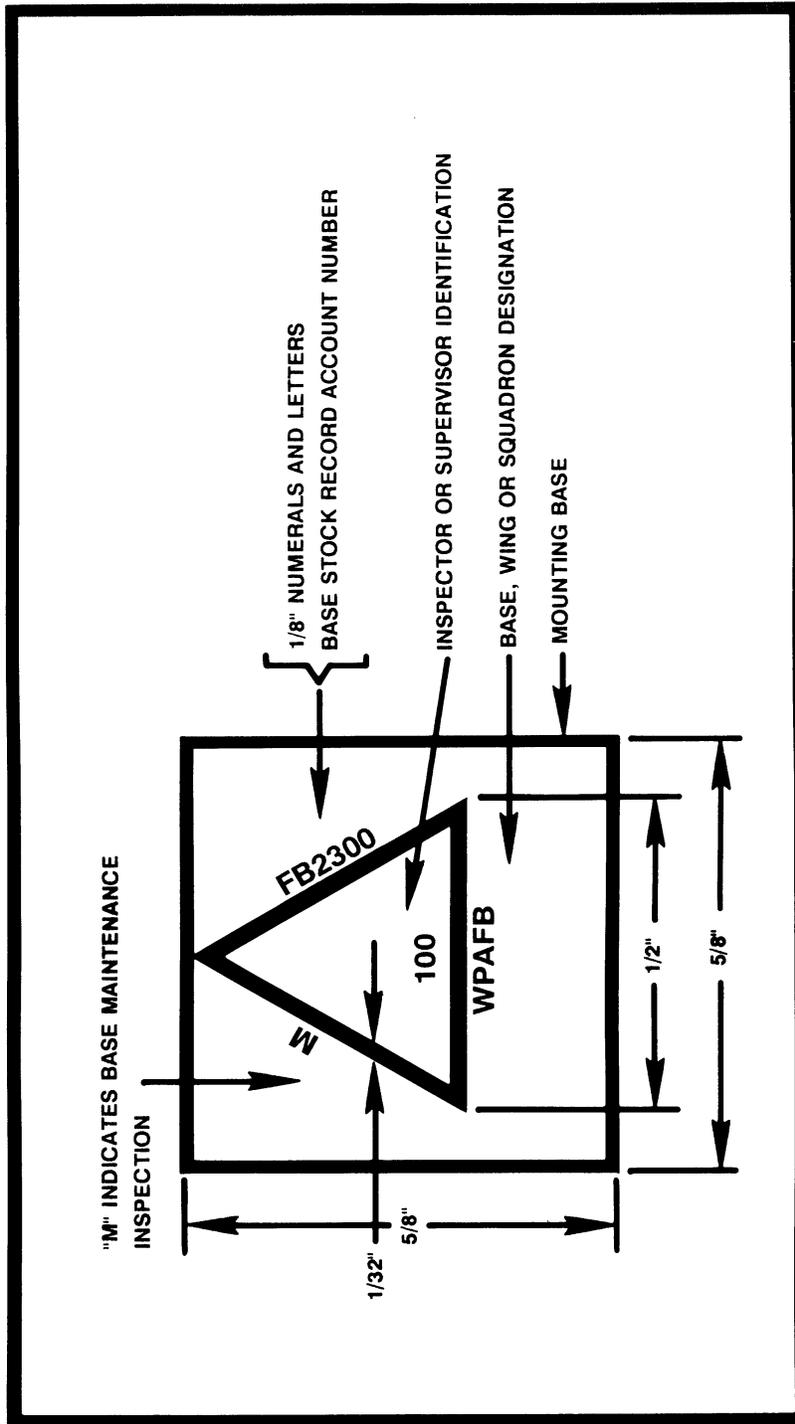


Figure 4-1. Sample Enlarged Illustration of Base Level Inspection Stamp

CHAPTER 5

MAINTENANCE PROCESSING OF WARRANTY ITEMS

5.1 SPECIAL HANDLING OF WARRANTY ITEMS.

Warranties cover certain repair cycle items procured by the Air Force. A sticker, decal, stencil or tag, which specifies conditions of the warranty, identify these items. The warranty shall normally be specified in terms of operating time or calendar period. Items under warranty require special handling and processing in accordance with the following instructions:

5.1.1 For unserviceable items identified by a warranty sticker, decal, stencil, or tag, the maintenance technician shall enter "WARRANTY ITEM" in boldfaced on the AFTO Form 350, block 15.

5.1.2 Process warranty items that fail within the warranty period IAW procedures prescribed in TO 00-35D-54. To preclude voiding of the warranty, do not attempt repair unless specifically authorized in the applicable equipment technical order.

5.1.3 Process items that fail after expiration of the warranty period under standard reparable processing procedures. If the warranty expired, the operating location or depot activity that accomplishes the repair on such items shall remove the warranty sticker, decal, stencil, or tag to preclude assumptions by the next using activity that the warranty is still in effect.

5.2 ENGINE WARRANTIES.

Basic aircraft engines (AFI 21-104) overhauled by AFMC depot facilities have a warranty against defects in AFMC workmanship. This warranty covers repairs required after a major overhaul. This program shall cover the first 100 hours of post overhaul operation or one year from the date of receipt by the using activity, whichever occurs first. See [Figure 5-1](#) for a flow chart of the warranty decision process. Units desiring to exercise this warranty shall contact the Propulsion Directorate, OC-ALC/LP, for corrective action. Submit formal reports in accordance with TO 00-35D-54.

5.2.1 The warranty program provisions do not cover the following:

5.2.1.1 Auxiliary power units and small gas turbine engines.

5.2.1.2 Engine items overhauled for security assistance customers.

5.2.1.3 Engines identified in inter-service agreements.

5.2.1.4 Engines overhauled under commercial contracts, except as warranted under standard commercial warranty, or as provided by the requirements of FAR 46.7 and DFARS 246.7 where such requirements can be met cost effectively.

5.2.1.5 Engines requiring less than 100 man-hours to return to a serviceable status.

5.2.1.6 Maintenance performed without coordinating with OC-ALC/LP, including removal or substitution of components or accessories. Swapping or exchanging components or accessories hinders problem diagnosis and inflates repair costs.

5.2.2 Also excluded are engines damaged due to the following:

5.2.2.1 Foreign object damage (FOD)

5.2.2.2 Transportation

5.2.2.3 Aircraft structural failure

5.2.2.4 Combat damage

5.2.2.5 Aircraft accidents for which the engine is not the basic cause, but receives secondary damage

5.2.2.6 Oil starvation or engine damage caused by other than basic component malfunctions

5.2.2.7 Fuel contamination or engine damage caused by use of contaminated fuel

5.2.2.8 Operational damage - engine damage caused by any operation beyond perimeters prescribed in operational manuals.

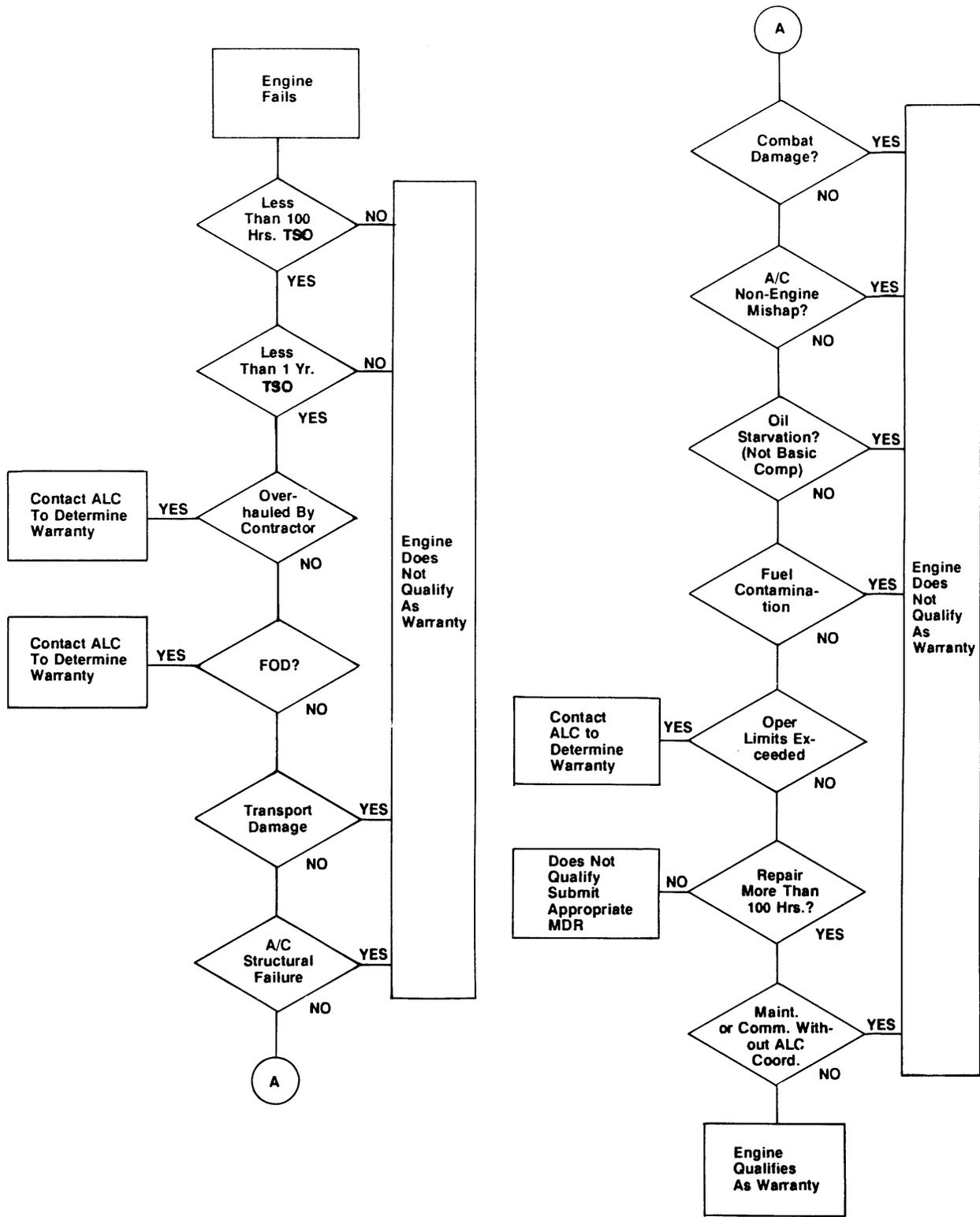


Figure 5-1. Flowchart of Warranty Decision Process

CHAPTER 6

BASE REPAIR CAPABILITY, SELF SUFFICIENCY AND AUTHORIZED REPAIR CAPABILITY

6.1 PURPOSE.

This chapter outlines Air Force policies for the repair of items, provides base repair guidelines, and prescribes procedures for computing base repair capability and base self sufficiency. This chapter also provides general guidelines for requesting increases to base level repair capability.

6.2 GENERAL.

The extent of base repair is a joint decision of the using commands and AFMC. MAJCOMs, in conjunction with AFMC, shall actively pursue increases to base repair capability if technical skills are available and increases in equipment authorizations are economically feasible. To preclude possible accidents, materiel damage, or waste, workcenter supervisors must continue to ensure their personnel do not attempt repairs beyond available skill, equipment, and facility capabilities. However, to prevent invalid returns to the depot, take every precaution to ensure the item is NRTS and the discrepancy is accurately identified on the AFTO Form 350.

6.2.1 Use NRTS code 1 when repair is not authorized at base level. NRTS code 1 shall not be used if base level repair capability exists. Also, never use NRTS code 1 for those items assigned a SMR code D or DM (limited field repair/depot overhaul), unless the limit of authorized repair has been reached and the item requires further maintenance prohibited by a TO.

6.2.2 NRTS codes 4, 5, and 8 require approval from an off-base activity (i.e., the IM for code 4, IM or MAJCOM for code 5, and SPM/IM for code 8).

6.2.3 For all other repair restrictions, use NRTS action taken codes (2, 3, 6, or 7) best describing why you could not accomplish the repair.

6.3 MEASURING BASE REPAIR CAPABILITY AND BASE SELF SUFFICIENCY.

The Maintenance Data Documentation (MDD) system collects information used to compute base repair capability and base self-sufficiency. They are computed as follows:

6.3.1 Repair Capability. Divide the total number of units repaired (the sum of action taken codes A, F, G, K, L, and Z) by the total number of units repaired plus the total number of units not repaired this station (NRTS) codes 1 - 9, times 100. Also include items repaired through base level maintenance contracts. While repair capability includes factors which the operating location may not be able to influence, local maintenance managers should use the results to track the effectiveness of total repair capability. In addition, MAJCOM managers should use the information in evaluating programs to increase repair capability across an entire weapon system.

6.3.2 Self Sufficiency. Divide the total number of units repaired (the sum of action taken codes A, F, G, K, L, and Z) by the total number of units repaired plus the number of units reported under NRTS codes 2, 3, 5, and 6 times 100. Items repaired through base level maintenance contracts should also be included. This provides a measure to determine how well units are repairing those items they have the authority to repair and some influence over.

6.4 BASE REPAIR GUIDELINES.

Managers should use the following NRTS guidelines to help improve maintenance efficiency and effectiveness, and increase base repair capability and self sufficiency.

6.4.1 NRTS code 0, repair not authorized, item under warranty.

6.4.2 NRTS code 1, repair not authorized:

6.4.2.1 Use NRTS code 1 only for items having repair restrictions in the equipment TO.

T.O. 00-20-3

- 6.4.2.2 Ensure the possibility of requesting base level repair authorization is pursued where feasible.
- 6.4.2.3 Explore the possibility of other local units having repair authorization.
- 6.4.3 NRTS code 2, lack of equipment, tools or facilities:
 - 6.4.3.1 Do not repetitively NRTS the same items without exploring tools or equipment acquisition.
 - 6.4.3.2 Give the equipment causing NRTS conditions the highest priority for test, inspection, calibration or repair.
 - 6.4.3.3 Explore the use of alternate organizational equipment or facilities, or lateral equipment resources prior to taking NRTS action.
- 6.4.4 NRTS code 3, lack of skills:
 - 6.4.4.1 Investigate the availability of skills in other work centers.
 - 6.4.4.2 Explore local training capabilities.
 - 6.4.4.3 Notify higher headquarters of skill problems and schedule and/or request Field Training Detachment (FTD) training.
 - 6.4.4.4 Request TO 00-25-107, *Depot-Level Assistance*, if appropriate.
- 6.4.5 NRTS code 4, lack of parts:
 - 6.4.5.1 Document unacceptable delivery dates and follow up. Use NRTS code 4 only with approval of the IM.
 - 6.4.5.2 Pursue effective use of local purchase options.
 - 6.4.5.3 Explore lateral support.
 - 6.4.5.4 Submit AF FORM 1996 to obtain adjusted stock levels if appropriate.
- 6.4.6 NRTS code 5, shop backlog:
 - 6.4.6.1 Distribute manpower among shifts according to workload.
 - 6.4.6.2 Obtain assistance from within the maintenance complex or command prior to NRTS actions.
 - 6.4.6.3 Attempt to transfer repair to another lateral organization.
 - 6.4.6.4 Only use NRTS code 5 after MAJCOM or IM disapproval of a formal request to defer maintenance.
 - 6.4.6.5 Identify high man-hour consumer components through maintenance documentation to item managers to initiate reliability improvement modifications.
- 6.4.7 NRTS code 6, lack of technical data:
 - 6.4.7.1 Ensure valid TO requisitions and aggressive follow up actions are taken.
 - 6.4.7.2 Contact higher headquarters and/or the appropriate equipment technician in AFMC as an alternate source prior to NRTS action.
 - 6.4.7.3 If approved by the IM, develop local checklists for use as outlined in 00-5-series TOs in the event Air Force Technical Orders do not exist.
- 6.4.8 NRTS code 7, lack of authority to obtain resources: Ensure exploration of ways to gain authority to obtain required resources.
- 6.4.9 NRTS code 8, directed by IM/SPM:
 - 6.4.9.1 Ensure that the IM/SPM actually directed return of assets.
 - 6.4.9.2 Do not use NRTS code 8 to mask conditions more accurately depicted by NRTS codes 2 thru 7.

6.4.10 NRTS code 9, condemned:

6.4.10.1 If XD, ensure unit cost is less than \$1000 and condemnation is supported by an economic repair determination (prior to NRTS code change the IM/SPM may waive on a case by case basis).

6.4.10.2 If XF, ensure condemnation is supported by an economic repair determination.

6.4.10.3 Do not use NRTS code 9 if NRTS codes 2 thru 7 more accurately depict the item condition.

6.4.10.4 Ensure every effort has been made to repair the item.

6.5 REQUEST FOR INCREASING BASE REPAIR AUTHORIZATION.

When maintenance managers determine there should be authorized base level repair for an item, they may take one of the following actions:

6.5.1 Submit an AFTO Form 135, Deficiency Report Entry and Mail System (DREAMS), Repair Change Request, IAW TO 00-25-195 for authority to repair items not currently authorized by SMR code for repair at base level. MAJCOMS review these requests in light of command-wide base repair capabilities. MAJCOMS shall submit approved requests to the appropriate ALC for further action. The ALC shall make the final determination to approve or disapprove base repair of an item. The ALC evaluation, although not limited to the following, should address tools, test equipment, TO requirements, and spare parts provisioning requirements to provide the capability to perform the new repair suggested. The economics of implementing new repair concepts is important, however; mobility or operational requirements may override economics. Reviewers of AFTO Forms 135 will provide clear and concise reasons for disapproval action. Direct contact with the submitting organization or MAJCOMS is encouraged to facilitate evaluations of repair change requests.

6.5.2 Submit an AFTO Form 22, **Technical Order Improvement Report**, in accordance with TO 00-5-1 to request review of the repair restrictions in equipment TOs. The AFTO FORM 22 would only be used in instances where there is no SMR code assigned or the SMR code already authorizes repair. [Table 6-1](#) provides additional guidance on the proper form to submit to request increases to base repair authorization.

6.5.3 In unique situations, individual units may request waivers to repair restrictions in equipment TOs if a local repair capability exists. Such requests will be validated by unit quality assurance and will be submitted on an AFTO Form 135. As a minimum, the letter shall include information explaining the units repair capability, i.e., availability of tools, parts, test equipment and skill level. If the MAJCOM concurs with the request, it shall be submitted by the MAJCOM to the appropriate SPM for final determination. SPMs will ensure that in cases where a waiver is granted, that required parts can be ordered by, and are releasable to, the unit making the repair.

6.5.4 Units will not take action to obtain additional manpower, facilities, test equipment, support equipment or special tools in order to develop local capability to perform restricted repairs without MAJCOM approval.

Table 6-1. How to Process Requests to Increase Base Level Repair Authority

| IF THE UNIT WANTS TO | WHEN THE SMR CODE | AND THE EQUIPMENT TO | THEN SUBMIT |
|--|--------------------------|-----------------------------|--------------------------|
| INCREASE REPAIR AUTHORITY | RESTRICTS REPAIR | RESTRICTS REPAIR | AFTO FORM 135/ DREAMS |
| | | DOES NOT RESTRICT REPAIR | |
| | DOES NOT RESTRICT REPAIR | RESTRICTS REPAIR | AFTO FORM 22 |
| | IS NOT PUBLISHED | | |
| IF AN INDIVIDUAL UNIT WANTS TO REQUEST A WAIVER TO INCREASE REPAIR AUTHORITY | RESTRICTS REPAIR | RESTRICTS REPAIR | AFTO FORM 135/ DREAMS |

Table 6-2. Acronyms

| | |
|--------|--|
| ACRT | AFMC Critical |
| AFMC | Air Force Materiel Command |
| AFREP | Air Force Repair Enhancement Program |
| AGE | Aerospace Ground Equipment |
| APS | Aircraft Parts Store |
| ATE | Automatic Test Equipment |
| AWF | Awaiting Testing |
| AWI | Awaiting Installation |
| AWM | Awaiting Maintenance |
| AWP | Awaiting Parts |
| AXC | Aircraft Cross Country |
| BFN | Base Funded |
| CEH | Civil Engineer Holding |
| CMD | CEM Mobile Detachment |
| CTE | Contract Equipment |
| CTR | Contract Maintenance |
| DIFM | Due-in from Maintenance |
| DOC | Due-out Cancellation |
| DR | Deficiency Report |
| DREAMS | Deficiency Report Entry and Mail System |
| DWP | Repair cycle item which is a component of another repair cycle item that is in AWP status. |
| EACC | Electronic asset Control Center |
| EDD | Estimated Delivery Date |
| EM | Engine Manager |
| ERRCD | Expendability, Recoverability, Repairability Cost Designator |
| ES | Equipment Specialist |
| FAD | Force Activity Designator |
| FEM | Forecasted Engine Maintenance |
| FOL | Forward Operation Location |
| FSC | Forward Supply Class |
| FSC | Flight Service Center |
| FSL | Forward Supply Location |
| FSP | Intransit from Forward Supply Point |
| FSS | Forward Supply System |
| FTL | Flight Line |
| FWP | Previous AWP Item ready for Scheduling and Repair |
| IAW | In Accordance With |
| ICBM | Inter Continental Ballistic Missile |
| IM | Item Manager |
| INO | Intransit Issue (off base only) |
| INR | Intransit Return (off base only) |
| INW | In Shop |
| ISU | Issue |
| MMICS | Maintenance Management Information and Control System |

Table 6-2. Acronyms - Continued

| | |
|--------|--|
| JCN | Job Control Number |
| JETD | Joint Electronic Type Designator |
| LRS | Logistics Readiness Squadron |
| LRU | Line Replacement Unit |
| MC | Management Control |
| MCL | Materiel Control List |
| MDD | Maintenance Data Documentation |
| MICAP | Mission Capability |
| MIS | Maintenance Information System |
| MPC | Maintenance Priority Code |
| MRL | Maintenance Repair Level |
| MTM | Maintenance to Maintenance |
| MWI | ICBM Maintenance awaiting Installation |
| MXG/CC | Maintenance Group Commander |
| NMCS | Not Mission Capable Supply |
| NMC | Not Mission Capable |
| NRTS | Not Repairable this Station |
| NSN | National Stock Number |
| PMC | Partial Mission Capable |
| PS | Production Scheduler |
| RAC | Reparable Asset Center |
| RACC | Reparable Asset Control Center |
| RCSS | Repair Cycle Support Section |
| RFS | Warehouse Refusal |
| RIW | Reliability Improvement Warranty |
| RPC | Reparable Processing Center |
| RPR | Repair and Return |
| RSS | Regionalized Supply Squadron |
| RTOK | Retested O.K. |
| SATS | Standard Asset Tracking System |
| SBSS | Standard Base Supply System |
| SMR | Source, Maintenance, and Recoverability Code |
| SPM | System Program Manager |
| SRAN | Stock Record Account Number |
| SRD | Standard Reporting Designators |
| SRU | Shop Replaceable Unit |
| TCG | Time Change |
| TCI | Time Change Items |
| TCTO | Time Compliance Technical Order |
| TEX | Transaction Exception Code |
| TIN | Turn-In |
| TMDE | Test, Measurement, and Diagnostic Equipment |
| TNB | Tail/Registration Number Bins |
| TO | Technical Order |
| TOC | TCTO Required for End Item |

| Table 6-2. Acronyms - Continued | |
|--|---|
| TRN | Maintenance Turnaround |
| TWP | Bits and Pieces required for Repair Action in transit |
| UJC | Urgency Justification Code |

Table 6-3. When to Use Not Repairable This Station (NRTS) Codes

| RULE | A | B |
|----------|---|--|
| | If an asset is a DIFM item and repair cannot be completed due to | then assign ac- tion taken code |
| | NOTE | |
| | Every effort must be made to repair XF items prior to making a NRTS decision. | |
| 1 | Bench checked/NRTS. Repair not authorized. Shop is not authorized to accomplish the repair. This code shall be used only when the repair required to return an item to serviceable status is specifically prohibited by current technical directives. This code shall not be used to lack of authority for equipment, tools, facilities, skills, parts or technical data. | 1 |
| 2 | Bench checked/NRTS-lack of equipment, tools or facilities. Repair not prohibited but cannot be accomplished because authorized equipment, tools, or facilities are not available. | 2 |
| 3 | Bench checked/NRTS-lack of technical skills. Repair cannot be accomplished due to lack of technically qualified people. | 3 |
| 4 | See Chapter 3 , paragraph 3.3.4. | 4 |
| 5 | Bench checked/NRTS-shop backlog. Repair cannot be accomplished due to excessive shop backlog. | 5 |
| | NOTE | |
| | Only use NRTS code 5 after MAJCOM or Item Manager (IM) disapproval of a Formal request to defer maintenance. | |
| 6 | Bench checked/NRTS-lack of technical data. Repair cannot be accomplished due to lack of maintenance manuals, drawings, etc., which describe detailed repair procedures and requirements. | 6 |
| 7 | Bench checked/NRTS-lack of equipment, tools, facilities, skills, parts or technical data. Repair authorized but cannot be accomplished due to lack of authorization to obtain or possess required equipment, tools, facilities, skills, parts or technical data. | 7 |
| 8 | Bench checked-return to depots. Return to depots by direction of System Program Manager (SPM) or (IM). Use only when items that are authorized for repair at the operating location are directed to be return to depot facilities by specific written or verbal communication from the IM or SPM, or when items are to be returned to depot facilities for modification in accordance with a TCTO, or as Deficiency Report (DR) exhibits. The AFTO Form 350, block 15, shall be annotated to identify ALC and name of the individual IM/SPM who verbally authorized the return or other media of authorization (including phone number, if applicable). | 8 |
| 9 | Bench checked-condemned. Item cannot be repaired and is to be processed for condemnation, reclamation or salvage. This code shall also be used when a “condemned” condition is discovered during field maintenance disassembly or repair. | 9 |

Table 6-3. When to Use Not Repairable This Station (NRTS) Codes - Continued

| RULE | A | B |
|-------------|---|--------------------------------------|
| | If an asset is a DIFM item and repair cannot be completed due to | then assign action taken code |
| 10 | Bench checked-NRTS-warranty item: repair not authorized, item under warranty. | 0 |

