

**BY ORDER OF THE COMMANDER
908TH AIRLIFT WING**

**908TH AIRLIFT WING INSTRUCTION
21-108**



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Maintenance

AIRCRAFT DEBRIEFING

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*. It provides guidance and procedures for aircraft debriefing. It applies to all 908th Airlift Wing (908 AW) personnel. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847 *Recommendation for Change of Publication* as prescribed by AFI 11-215, *USAF Flight Manual Program (FMP)*. Route AF Form 847 to the 908 MOF/MOC at Maxwell AFB AL. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil>

SUMMARY OF CHANGES

This revision adds Commanders to be familiar with this instruction (paragraph 2.1.); deletes the requirement for a debriefing for in landing status code 1, but emphasizes debriefings at the termination of the last flight of the day and for all aborts/In-Flight Emergency (IFEs). (paragraph 2.3.1.); explains what the Supervisor of Flying (SOF), or 357 AS/DO will be responsible for (paragraph 2.4.); discusses who is responsible for documentation of discrepancies and proper fault codes (paragraph 2.5); explains that Flight/Shop supervisors will provide qualified specialist(s) for debriefing when required (paragraph 2.6.); and directs Quality Assurance office to assist in Functional Check Flight (FCF) debriefing (paragraph 2.7.); task the Command Post/

Maintenance Operations Center (MOC) to notify the ProSuper/Expediter of landing time, aircraft status, and system requiring debriefing (paragraph 2.8.); it changes the Dispatch/Debrief Section (DDS) from the ProSuper/Expediter (paragraph 3.3.); states what the Maintenance Operations Center (MOC) will be responsible for (paragraph 3.5.); to include debrief discrepancies. (3.5.1.).

1. General: Aircraft maintenance debriefing is essential to ensure malfunctions are identified and aircraft status is properly documented. Debriefing is a review of applicable AFTO (Air Force Technical Order) Forms 781, *ARMS Aircrew/Mission Flight Data Document*, and documentation of discrepancies on the AFTO Form 781A, *Maintenance Discrepancy and Work Document*, and Air Mobility Command (AMC) Form 278, *Debriefing Form*. Maintenance debriefing is done immediately upon arrival at the debriefing area and prior to mission debriefing.

2. Responsibilities:

2.1. Commanders, Maintenance Group Superintendents, Flight Chiefs, and Section Chiefs are responsible for compliance with this instruction and responsible to ensure all personnel are thoroughly familiar with AFI 21-101_AFRC_I, *Aircraft and Equipment Maintenance Management* and AFI 11-2c-130v3, *C-130 Operations Procedures*, and all the procedures in this instruction are adhered to. Immediately upon landing a face-to-face debriefing of the aircrew will take place at the debriefing location.

2.2. Plans and Scheduling or Maintenance Operations Center (MOC) will verify mission data and input flying time into the GO81, Core Automated Maintenance System (CAMS) for Mobility System.

2.3. The Debriefer (MOC is the primary when available, the Pro Super/Expediter or designated personnel) will:

2.3.1. Ensure debriefing is conducted at the termination of each sortie/mission or when a sortie/mission is aborted. Aircraft scheduled for turn-around sorties/missions need not be debriefed if returned in landing status code 1 or 2. However, debriefing is required, regardless of landing status, after the last flight of the day for each aircrew. The Crew Chief recovering the aircraft will perform debrief responsibilities for flights that land after normal duty hours, i.e. night missions.

2.3.2. Ensures personnel are available to conduct debriefing.

2.3.3. Review debriefs and aircraft forms to ensure required information is complete and accurate to include GO81 Geographical Location (GEOLOC) code for possessed aircraft.

2.3.4. Ensure mission essential discrepancies are identified and coordinate with the Pro Super/Expediter to determine aircraft status based on debrief information.

2.4. Supervisor of Flying (SOF), or 357 AS/DO will:

2.4.1. Ensure the aircraft commander or flight engineer and required aircrew members take part in every debriefing session.

2.4.2. DELETED.

2.4.3. DELETED.

2.4.4. DELETED.

2.5. The aircraft commander will:

2.5.1. **(Added)** Contact Hanks Ops 20 minutes prior to landing and relay ALPHA STATUS, FUEL, LOX, and a SHORT DESCRIPTION of any DISCREPANCIES so that appropriate personnel will be available for debriefing (during normal duty hours).

2.5.2. **(Added)** Attend the debriefing or send an aircrew member that is knowledgeable of the current aircraft condition and discrepancy.

2.5.3. **(Added)** Ensure all data is entered on AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*, 781A, *Maintenance Discrepancy and Work Document*, and 781H *Aerospace Vehicle Flight Status and Maintenance*.

2.5.3.1. **(Added)** Ensure a copy of the 781 Flight Data is given to the debriefer or faxed to PS&D at 953-1917 and MOC at 953-7432.

2.5.4. **(Added)** Ensure discrepancies entered on the AFTO Form 781A, *Maintenance Discrepancy and Work Document*, are identified as Mission Contributing (MC) or Mission Essential (ME). The Debriefing will assist the aircrew in entering the proper fault codes when documenting discrepancies.

2.5.5. **(Added)** If maintenance personnel are not available, aircrew personnel will enter discrepancies in the AFTO Form 781A, *Maintenance Discrepancy and Work Document* as stated in para. 2.5.3. and 2.5.4.. The assigned crew chief will transcribe this information onto the AMC Form 278 *Debriefing Form* at the start of the next duty day.

2.6. Flight/Shop supervisors will provide qualified specialist(s) for debriefing when required.

2.7. Quality Assurance will assist in Functional Check Flight (FCF) debriefing to ensure all FCF requirements are completed and documented.

2.8. Command Post/MOC will notify the ProSuper/Expediter of landing time, aircraft status, and system requiring debriefing.

2.9. **(Added)** ProSuper/Expediter, or Maintenance Operations Center (MOC) will notify specialists required for debriefing.

3. Procedures:

3.1. At home station and at deployed location (2 days or more), aircraft will be debriefed at the end of the flying day. The AMC Form 278 *Debriefing Form* may be used to record discrepancies for multiple sorties on the same day. In the event multiple discrepancies are annotated on the same AMC Form 278 *Debriefing Form*, each Job Control Number needs to have Sortie of the day/leg and base identifier recorded in the remarks section. For discrepancies completed between flights, the crew chief will write "Corrected" after the discrepancy on the AMC Form 278 *Debriefing Form*.

3.1.1. On cross-country missions the crew chief will ensure that a completed AMC Form 278 *Debriefing Form* is left with the aircraft forms upon return to home station. For discrepancies that are completed while the aircraft is cross-country, the aircrew member/crew chief will write "Corrected" after the discrepancy on the AMC Form 278 *Debriefing Form*, enter the date discovered and corrected and the station code where the discrepancy was corrected.

3.2. At home station, debrief will be accomplished, at the primary location, in building 1016 or as identified in the 908 AW weekly flying schedule. Flights with no discrepancies may be

debriefed at the aircraft or in the Expediter truck. At deployed locations, debrief locations will be established in accordance with local procedures.

3.3. The Debriefer (MOC is the primary when available, ProSuper/Expediter or designated personnel) will:

3.3.1. Debrief aircraft commander and other aircrew personnel who are knowledgeable of aircraft conditions.

3.3.2. Ensure AMC Form 278 *Debriefing Form*, applicable technical data, and required specialists are available.

3.3.3. Coordinate with aircrew to ensure proper entries in the AFTO Form 781s to include completed discrepancies, identification of mission essential discrepancies, and corrective actions for in-flight operational checks.

3.3.3.1. **(Added)** When debriefing an abort, dropped object, inflight emergency (IFE), flight control and/or engine malfunctions refer to 908 MOC debriefing checklist for determination and course of action.

3.3.4. Coordinate with the Pro Super/Expediter to determine aircraft status based on debrief information.

3.3.5. Review AMC Form 278 *Debriefing Form* for the previous three flights and identify repeat/recurring discrepancies by checking the appropriate block in RED. If the discrepancy is identified as a repeat or recurring, enter the word "REPEAT" or "RECURRING" in red in the discrepancy block of the AFTO Form 781A, *Maintenance Discrepancy and Work Document*.

3.3.6. At the end of the flying day, compute flying time annotated on AFTO Form 781H, *Aerospace Vehicle Flight Status and Maintenance*, transfer data to AFTO Form 781J, *Aircraft and Engine Operating Time, Cycle and Oil Added (Half Pints, Pints, Quarts)* ensuring total time on AFTO Form 781H, *Aerospace Vehicle Flight Status and Maintenance* and AFTO Form 781J, *Aircraft and Engine Operating Time, Cycle and Oil Added (Half Pints, Pints, Quarts)* are identical.

3.4. The ProSuper/Expediter will:

3.4.1. Review forms for accuracy and completeness.

3.5. Maintenance Operations Center (MOC) will:

3.5.1. Enter debrief discrepancies with the GEOLOC code into GO81 MIS. The expediter will inform MOC of what symbol to assign each job. The ProSuper makes final determination of aircraft status and what code to assign discrepancies if there is uncertainty or disagreement.

3.5.2. **(Added)** Enter aircraft discrepancies using the GEOLOC code and close out discrepancies for aircraft broken off station where no GO81 MIS capability exists. MOC will input discrepancies in GO81 MIS and close them out when the aircraft returns to mission capable status.

3.6. **(Added)** Plans and Scheduling will:

3.6.1. **(Added)** Verify mission data, correct AFTO Form 781 as required, and enter information in the automated maintenance data system.

MICHAEL J. UNDERKOFER, Col, USAFR
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 21-1, *Air and Space Maintenance*, 25 February 2003

AFI 21-101 AFI 21-101_AFRC_I, *Aircraft and Equipment Maintenance*, 3 February 2007

AFMAN 37-123, *Management of Records*, 31 August 1994

Abbreviations and Acronyms

357 AS/DO—357th Airlift Squadron Director or Operations

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFTO—Air Force Technical Order (Forms Only)

AMC—Air Mobility Command

CAMS—Core Automated Maintenance System (GO81) for Mobility Systems

DDS—Dispatch Debriefing Section

FCF—Functional Check Flight

GEOLOC—Geographical Location

IFE—In-Flight Emergency

LOX—Liquid Oxygen

MC—Mission Contributing

MDS—Mission Design Series

ME—Mission Essential

MOC—Maintenance Operations Center

ProSuper—Production Supervisor

RAS—Reserve Airlift Support

SOF—Supervisor of Flying

Terms

Debriefing—Program designed to ensure malfunctions identified by aircrews are properly reported and documented.

Expediter—NCO who insures that the crew chiefs are provided the maintenance personnel or equipment

Mission Design Series (MDS)—Alpha and numeric characters denoting primary mission and model of a military weapons system.

Production Supervisor or ProSuper—Senior NCO in charge of Aircraft Maintenance on the flight line.

Sortie—is a term for deployment of one military aircraft for the purpose of accomplishing a specific mission, whether alone or with other aircraft or vessels. In military aviation is used to indicate the total usage of individual machines, so (for example) a group of six planes flying six missions each would amount to 36 *sorties*, or alternatively, one mission involving six aircraft would tally six sorties.

Hank Ops—call sign for 908 AW Command Post