

**BY ORDER OF THE COMMANDER
919TH SPECIAL OPERATIONS WING**

**919TH SPECIAL OPERATIONS WING
INSTRUCTION 21-103**



**27 MARCH 2009
Certified Current 7 October 2013
Maintenance**

AIRCRAFT DEBRIEFING

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

- ACCESSIBILITY:** Publications and forms are available for downloading or ordering on the e-Publishing website at www.af.mil/e-publishing on AF link.
- RELEASABILITY:** There are no releasability restrictions on this publication.
-

OPR: 919MOF/MXOC
Supersedes: 919SOWI21-103, 27 April 2005

Certified by: 919MXG/CC (Col James Brock)
Pages: 8

This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*. This instruction extends the guidance of Air Force Instruction (AFI) 21-101, *Aircraft and Equipment Maintenance Management*; AFI 21-101_Air Force Reserve Command (AFRC) Supplement(SUP), *Aircraft and Equipment Maintenance Management*; AFRC Instruction 21-103, *AFRC Maintenance Standardization and Evaluation Program (MSEP)*, and 919th Special Operations Wing (919 SOW) instruction 21-108, *Aircraft and Equipment Impoundment*. It establishes procedures and assigns responsibilities for aircraft debriefing. It applies to all the 919th Maintenance Group (919 MXG), the 919th Operations Group (919 OG), and the 711th Special Operations Squadron (711 SOS). 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*; route the AF Form 847s from the wing through your publications/forms manager. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and dispose of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil/>.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed.

1. Responsibilities.

1.1. When landing during normal duty hours, the Aircraft Commander (AC) will ensure the aircraft maintenance status and systems with discrepancies are reported to the 919 SOW Command Post (CP) prior to landing so appropriate personnel will be available for debriefing. The 919 SOW/CP will inform 919th Maintenance Operations Flight (MOF)/Maintenance Operations Center (MXOC) of landing time, landing status code, and systems requiring debrief. Maintenance 3/Production will notify specific work centers to report to debriefing. Aircraft being debriefed as a result of an abort will notify the Quality Assurance (QA) office and have responsible flight chief(s), and Maintenance

3/Production present for debrief. A copy of the aircraft debrief sortie recap will be forwarded to the QA office with aircraft flight hours in the flight data.

1.2. Aircraft commanders will ensure crewmembers enter all discrepancies in aircraft forms with the applicable Fault Code, in accordance with (IAW), Technical Order (T.O.) 1C-130H-2-00FR-00-1, *Fault Reporting*, for the system write-up, and ensure a completed original copy of Air Force Technical Order (AFTO) Form 781, *ARMS Aircrew/Mission Flight Data Document*, is given to the debriefer. Debrief sections will have accessible the aircraft fault reporting manuals to help identify fault codes and speed fault isolation. The AFTO Form 781A, *Maintenance Discrepancy and Work Document*, discrepancy block should include enough details to be clearly understood by maintenance personnel.

1.2.1. When fault reporting manuals are not published for the weapon system, input No Fault Code (NFC) and then the Work Unit Code (WUC) into Integrated Maintenance Data System (IMDS) on screen #161, i.e. NFC76000

1.3. Maintenance debriefing is conducted immediately upon crew arrival at the debriefing section. All maintenance debriefings at home station will be conducted in the debriefing section. When an aircraft returns after normal duty hours and maintenance is not available to debrief, the debrief will be conducted at the beginning of the next duty day. When maintenance is not available for debrief, the flight crew may be contacted to clarify any discrepancies. When landing after duty hours with engine discrepancies, request the aircraft commander park on power engine run spot.

1.4. Aircraft commanders will ensure aircraft forms are delivered to debriefing section accompanied by the crewmember with the discrepancy write-up. Debriefers will conduct and maintain control of the debriefing.

1.5. In the event that IMDS is not operational at home station for debriefing, 919 SOW Form 17, *Debriefing and Recovery Data*, will be utilized for the debrief write ups. When IMDS becomes operational, the write ups from the 919 SOW Form 17 will be inputted into IMDS by the debrief section as soon as possible.

2. Debriefing Discrepancies while Cross Country or Deployed.

2.1. Debriefing is a review of applicable AFTO Form 781 series forms and documentation of all applicable debriefing forms. The senior maintenance person on the cross country or deployed aircraft is responsible for the debrief actions on all cross country or deployed aircraft.

2.2. Prior to cross country or deploying, the senior aircraft maintenance person will report to debrief/MXOC area and sign out a debrief kit. The debrief kit will consist of, as a minimum, a laptop computer with IMDS capability, AFTO Form 781A and any other equipment necessary to complete the debrief action.

2.3. The senior aircraft maintenance person will debrief every flight using 919 SOW Form 17 when IMDS is not available on cross country or the deployed location. If after the flight no discrepancies are found, write "Ok Flight" on the 919 SOW Form 17. When IMDS is not available, each discrepancy will be assigned a manual Job Control Number (JCN), see attachment 2 for assigned numbers. The senior aircraft maintenance person will place a note on the 919 SOW Form 17 next to the discrepancy stating "write up completed cross country".

2.4. If IMDS is not available at the cross country or deployed location for the debriefing, the senior aircraft maintenance person will fax the 919 SOW Form 17, and the AFTO Form 781 to MOC at home station after each debrief for processing into IMDS. After the discrepancy is inputted into

IMDS, the shop will complete the job in IMDS. Flight Chiefs are responsible for the expedient completion of IMDS.

2.5. Upon return to home station from cross country or deployed location the senior aircraft maintenance person will accompany the flight crew to debrief and assist in debriefing that mission. After the flight crew is finished debrief, the senior aircraft maintenance person will review and turn in the remaining 919 SOW Form 17s.

3. Debriefing Functional Check Flights (FCF) and Operational Check Flights (OCF). Debriefing of FCF/OCF will be held in the QA conference room and a QA representative will assist the FCF debrief. QA is responsible for the completeness of the FCF checklist and documentation of the AFTO Form 781A for the FCF.

3.1. When cross country or deployed without QA, the senior maintenance person will act as the FCF focal point. The senior maintenance person will sign out a FCF package from QA when a FCF may be required i.e.; Terrain Following (TF) Radar component has been removed and replaced.

3.2. Upon return to home station the senior maintenance person will brief QA on the FCF and QA will review all documentation for completeness of the FCF flown off station.

4. Impoundments. If aircrew is terminating a mission as a result of actual or potential mishap, impoundment by Production Supervisor for a safety investigation is mandatory as per 919 SOWI 21-108. NOTE: A potential mishap is defined as any incident which caused damage to the aircraft, injury to personnel, or presents a significant hazard to the aircraft or crew.

5. Prescribed Forms.

919 SOW Form 17, Debriefing and Recovery Data

6. Adopted Forms.

AFTO Form 781, ARMS Aircrew/Mission Flight Data Document

AFTO Form 781A, Maintenance Discrepancy and Work Document

AF Form 847, Recommendation for Change of Publication

STEVEN J. CHAPMAN, Col, USAFR
Commander

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

919 SOWI 21-108, Aircraft and Equipment Impoundment, 14 November 2007
AFI 21-101, *Aircraft and Equipment Maintenance Management*, 29 June 2006
AFI 21-101_AFRCSUP, *Aircraft and Equipment Maintenance Management*, 3 February 2007
AFMAN 33-363, Management of Records, 1 March 2008
AFPD 21-1, *Air and Space Maintenance*, 25 February 2003
AFRCI 21-103, *AFRC Maintenance Standardization and Evaluation Program (MSEP)*, 18 February 2005
T.O. 1C-130A-06, Aircraft Maintenance Work Unit Code Manual, 1 February 1989
T.O. 1C-130H-2-00FR-00-1, Fault Reporting, 20 September 1993

Abbreviations and Acronyms

AC—Aircraft Commander
AFI—Air Force Instruction
AFMAN—Air Force Manual
AFPD—Air Force Policy Directive
AFRC—Air Force Reserve Command
AFTO—Air Force Technical Order
CP—Command Post
FCF—Functional Check Flights
IAW—in accordance with
IMDS—Integrated Maintenance Data System
JCN—Job Control Number
MOF—Maintenance Operations Flight
MSEP—Maintenance Standardization and Evaluation Program
MXG—Maintenance Group
MXOC—Maintenance Operations Center
NFC—No Fault Code
OCF—Operational Check Flights
OG—Operations Group
OPR—Office of Primary Responsibility

QA—Quality Assurance

RDS—Records Disposition Schedule

SOS—Special Operations Squadron

SOW—Special Operations Wing

SUP—Supplement

TF—Terrain Following

T.O.—Technical Order

WUC—Work Unit Code

Attachment 2

919 SOW DEBRIEFING CHECKLIST

Figure A2.1. 919 SOW DEBRIEFING CHECKLIST

ALL PURPOSE CHECKLIST		PAGE 1	OF 2	PAGES
TITLE/SUBJECT/ACTIVITY/FUNCTIONAL AREA 919 SOWI 21-103 ATTACHMENT 2 919 SOW DEBRIEFING CHECKLIST		OPR	DATE	
		MOF		
NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph.)</i>	YES	NO	N/A
1.	Is a representative from each work center, and crew members with write-ups, present for debriefing? ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	Have discrepancies from current sortie/day been documented in AFTO Form 781A? To include fault codes. ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Do discrepancies describe condition encountered in complete detail to facilitate troubleshooting? (Specialist and crew members should discuss any write-ups that are not completely understood). ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Were any in-flight operational checks completed? ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Was aircraft flown at low level (below 3,000 feet) over salt water. Did it make two or more take-offs/landings requiring low level flight over salt water?(If so, make an AFTO Form 781A entry for a clear water rinse IAW TO 1-1-691) ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Did aircraft commander or designated representative give mission effectiveness to debriefer? If Non-effective, Why? ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	If mission was not effective due to a maintenance problem use the following guidelines: ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.1	1. If discrepancy occurred after crew show time and prior to becoming airborne, did crew enter "GROUND ABORT" preceding the discrepancy causing the abort? (Enter WDC "A" in 781A and IMDS). ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.2	2. If problem occurred after initial takeoff, did crew enter "IN-FLIGHT ABORT" preceding the discrepancy that caused their return? (Enter WDC "C" in 781A and IMDS). ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.3	3. Will aircraft have to be impounded for further investigation IAW SOWI 21-108? Reasons for impoundment: ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.4	4. Any other event which presents significant hazard to the aircraft or crew. (If so make an entry in AFTO Form 781A and IMDS.) ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Has aircraft commander signed AFTO Form 781H and 919 SOW FORM 16 (Manual debrief only), and given debriefer a completed copy. ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	Were any Repeat or Recurring discrepancies identified? (Review last five (minimum) debriefings, "REPEAT" had to be on the last flight, "RECURRING" on any of the last four). ----- -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AF IMT 2519 (Continued).				
ALL PURPOSE CHECKLIST				
		PAGE 2	OF 2	PAGES
NO.	ITEM <small>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph.)</small>	YES	NO	N/A
10.	Was fuel purchased off station? (If so, remove completed AF Form 664, Aircraft Fuels Document Log, and hand to aircrew for delivery to their document control officer).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	Was HAR hose/hoses extended at anytime during flight? If mission was HAR did engineer annotate on 781H in RED the amount of fuel passed? If mission was AR did engineer annotate amount received on 781H? (-) for amount of fuel passed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	(+) for amount of fuel received.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DATE: _____ ACFT # _____ TAKE OFF TIME (Z): _____ LAND TIME (Z): _____ PILOT NAME: _____ TOTAL SORTIES: _____ ALPHA STATUS: _____ ACFT FLY TIME: _____ DEBRIEFER: _____ PILOTS SIGNATURE: _____ DEBRIEFERS SIGNATURE: _____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Attachment 3**AIRCRAFT EVENT ID NUMBERS****Table A3.1. AIRCRAFT EVENT ID NUMBERS**

TYPE	ACFT	ACFT SERIAL #	EVENT SEQ #
01.	MC-130E	64-0523	7026-7050
02.	MC-130E	65-0555	7051-7075
03.	MC-130E	64-0559	7076-7100
04.	MC-130E	64-0566	7101-7125
05.	MC-130E	64-0567	7126-7150
06.	MC-130E	64-0568	7151-7175
07.	MC-130E	62-1843	7176-7200
08.	MC-130E	63-7785	7201-7225
09.	MC-130E	64-0551	7226-7250
10.	MC-130E	64-0561	7251-7275
11.	MC-130E	64-0562	7276-7300
12.	MC-130E	64-0565	7301-7325
13.	MC-130E	64-0571	7326-7350
14.	MC-130E	64-0572	7351-7375