

**BY ORDER OF THE COMMANDER
934TH AIRLIFT WING**

**934TH AIRLIFT WING INSTRUCTION
21-208**



12 DECEMBER 2016

Maintenance

AIRCRAFT DEBRIEFING PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Maintenance of Military Materiel*, and expands on Air Force Instruction (AFI) 21-101, AFRC Supplement, *Aircraft and Equipment Maintenance Management* and AFI 21-103 AFRC Supplement, *Equipment Inventory, Status and Utilization Reporting*. This instruction establishes procedures and assigns responsibilities for the accomplishment of aircrew post-flight debriefing. It applies to all personnel within the 934th Airlift Wing (AW). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional chain of command. Ensure that 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 disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>.

SUMMARY OF CHANGES

This document has been revised and must be completely reviewed. Changes include aircrew debrief location, debrief process, and incorporation of the Aircraft Maintenance Unit (AMU).

1. General.

1.1. This instruction provides local procedures for aircrew and maintenance debriefing.

1.2. Day shift debriefing will be accomplished by Aircraft Maintenance Squadron (AMXS) Debrief section located in AMU Consolidated Tool Kit (CTK). Night shift debriefing will be accomplished by the Expediter either at the aircraft or in the CTK/Debrief section.

1.3. Night shift debriefing will be accomplished by the Flightline Expediter either at the aircraft or in the AMU CTK/Debrief section.

2. Procedures.

2.1. 934th Aircrew personnel will:

2.1.1. Advise 934th Command Post of landing status code prior to landing.

2.1.2. Include justification for status codes of 2 or higher.

2.2. 934th Command Post personnel will:

2.2.1. Notify the 934th Maintenance Group (MXG/MXOO), 934th Maintenance Operations Center (MOC) of estimated time of arrival (ETA), landing status code and other pertinent information. If code 2 or higher, specify discrepancy.

2.2.2. Inform aircraft commander of parking spot.

2.3. 934th MOC will notify 934th AMXS Production Superintendent (Pro Super) and/or the Flightline Expediter of aircraft ETA and landing status code.

2.4. 934th AMXS debrief will:

2.4.1. Ensure available specialist personnel attend the debriefing as needed.

2.4.2. Notify 934th MOC for the following:

2.4.2.1. All flying schedule deviations.

2.4.2.2. Aborts and inflight emergencies.

2.4.2.3. All aircraft data including maintenance priority, flying hours, parking location, status, configuration, tow/taxi code, preflight time, fuel and liquid oxygen levels.

2.4.3. Submit Air Force Technical Order (AFTO) Form 781, *ARMS Aircrew/Mission Flight Data Document* to 934 MXG/Maintenance Operations Scheduling (MXOS, PS&D).

3. Aircraft Maintenance Management Information System (MIS, GO81) contingency procedures.

3.1. In the event the MIS is inaccessible (temporary duty/TDY, deployed etc.), annotate all required information listed above using AFTO Forms 781 and the MIS Backup Worksheet ([attachment 2](#)).

3.2. Return all information to the 934th AMXS debrief by the most expeditious means available.

3.3. The 934th AMXS debrief will complete all required G081/MIS transactions in date/time, order of occurrence within 24 hours of system access.

3.4. These contingency procedures apply whether at home station, TDY or deployed.

ANTHONY G. POLASHEK, Colonel, USAF
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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 21-1, *Maintenance of Military Materiel*, 29 October 2015

AFI 21-101, AFRC Supplement, *Aircraft and Equipment Maintenance Management*, 24 August 2015

AFI 21-103, AFRC Supplement, *Equipment Inventory, Status and Utilization Reporting*, 3 April 2015

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*

Abbreviations and Acronyms

AFPD—Air Force Policy Directive

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFTO—Air Force Technical Order

AMU—Aircraft Maintenance Unit

AMXS—Aircraft Maintenance Squadron

AW—Airlift Wing

CTK—Consolidated Tool Kit

ETA—Estimated Time of Arrival

MIS—Maintenance Information System

MOC—Maintenance Operations Center

MXG—Maintenance Group

OPR—Office of Primary Responsibility

RDS—Records Disposition Schedule

Pro Super—Production Superintendent

TDY—Temporary Duty

Attachment 2

MIS BACKUP WORKSHEET

Figure A2.1. MIS Backup Worksheet.

MIS Backup Worksheet	
Tail # _____	Date _____
Sortie of Day _____	Debriefer _____
Alpha Status _____	A/C _____
Parking Spot _____	# of Discrepancies _____
Abort Air _____	Repeat/Recurring _____
Ground _____	Fuel _____ Lox _____
DISCREPANCIES	
	FAULT CODE <input type="text"/>

