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AIR FORCE MATERIEL COMMAND**

**AIR FORCE MATERIEL COMMAND
INSTRUCTION 21-101**



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Maintenance

**DEPOT MAINTENANCE
ACTIVATION PLANNING**

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*, and Air Force Instruction (AFI) 63-101, *Acquisition and Sustainment Life Cycle Management*. It further prescribes responsibilities for formulating and implementing the Depot Maintenance Activation Plan (DMAP) for new systems, subsystems, equipment, munitions, and major modifications. This publication describes policies, operating procedures, and assigns responsibilities for the DMAP at all Air Force Materiel Command (AFMC) Air Logistics Centers (ALCs); Product Centers; Air Force Metrology and Calibration (AFMETCAL); Space and Missile Systems Center; organizations within the Air Force Global Logistics Support Center (AFGLSC); and in-theater repair facilities. It does not apply to Air National Guard (ANG) or Air Force Reserve Command (AFRC) and their units. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*. 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 Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. See Attachment 1 for a glossary of references and supporting information.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. It reflects new office symbols throughout the instruction; incorporates major changes to the depot maintenance activation planning process; and provides updated guidance, terms, and references.

This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by (legal authority such as federal statute, executive order, etc). The applicable Privacy Act SORN(s) (number and title) is available at <http://privacy.defense.gov/notices/usaf/>

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Chapter 1

INTRODUCTION

1.1. Overview. Depot Maintenance activation planning requirements are defined through systems engineering process and, in particular, through the life cycle sustainment planning process. The following paragraphs are an overview of the main elements of planning requirements.

1.1.1. It is Department of Defense (DoD) policy (DoD Directive 4151.18, *Maintenance of Military Materiel*) to provide organic maintenance for inherently Governmental and core capability requirements in accordance with Title 10 United States Code (USC) §2464, *Core Logistics Capabilities*. This publication provides guidance in depot activation and establishing the organic capability at the ALCs.

1.1.2. Sustainment planning begins early in the acquisition process, pre-Milestone (MS) A. It can also begin any time major changes occur due to: (1) a 20 percent or more increase in labor hours, cost or quantities; (2) major deficiencies or safety mishaps; (3) modifications; (4) Material Improvement Projects; (5) approval of major cost savings efforts from accepted suggestions; (6) other major changes not described here. Any of these major changes may generate a new Depot Source of Repair (DSOR) decision.

1.1.3. HQ AFMC/A8/9 manages the AFMC Mission Assignment (MA) process, which assigns acquisition and sustainment management responsibilities for weapon systems and programs to the appropriate Center.

1.1.4. DSOR. All Air Force depot level maintenance posturing decisions are made through the DSOR process (reference AFI 63-101, *Acquisition and Sustainment Life Cycle Management*) (hardware and software). AFI 63-101 defines how a product support strategy integrates acquisition and sustainment throughout the weapon system's life cycle, and requires the Program Manager (PM) to consider core and partnered workloads in their DSOR development. Once the DSOR has been completed, Depot Maintenance Activation Working Group (DMAWG) activities begin in earnest.

1.1.5. Unless otherwise specified, for the purpose of this document the term PM will be considered synonymous with System Program Manager (SPM) or Product Group Manager (PGM), as applicable to a program. Furthermore, the PM may assign specific responsibilities to the Product Support Manager (PSM). Normally, the PSM will be the individual tasked with the majority of depot maintenance activation planning activities. The PM/PSM may also receive assistance from the Product Support Integrator (PSI). See AFI 63-101 for a description of specific duties.

1.1.6. Funding. Funding for depot activation includes requirements for facilities, equipment, training, data, TDY, and other directly related expenses to ensure the required sustainment capability is developed. The PM is responsible for including all depot activation costs in the program life cycle cost estimates that are provided to the MAJCOM for funding before MS B, or MS C if there is no MS B. Refer to DoD Financial Management Regulation 7000.14-R for further guidance.

1.2. DMAWG Initiation. The DMAWG is formally initiated after DSOR completion and shall continue until all required workloads are activated. DMAWG meetings, which should occur at least quarterly, can take place virtually if warranted to conserve funds or interim virtual meetings may be needed to meet more frequent needs. Specific members may also be chosen to attend virtually if a particular meeting does not warrant their physical presence. The DSOR team will provide a foundation of information for the DMAWGs. If the organic DSOR is another Service, the selected depot will provide the same support to the PO for sustainment planning and implementation. The PM or PSM (civilian or military personnel) will chair or co-chair the DMAWG with the PSI and oversee the Maintenance Activation Planning Team(s) (MAPT). The selected depot will provide support to the DMAWG and MAPTs, as required, to ensure the timely stand up of capability (hardware and software). The Acquisition Sustainment (AS) Tool Kit is a source of information for depot maintenance planning (reference AFI 63-101). The AS Tool Kit lays out DMAP tasks by phase and can provide assistance with DMAWG initiation.

1.2.1. The DMAWG will have, as a minimum, the following voting members: The PM or PSM as chair or co-chair with the PSI; MAPT lead assigned by each selected depot that has an assigned workload; AFGLSC representative; and the owning Major Command. Non-voting members will consist of: The contractor and HQ AFMC/A4. For Joint programs, the DMAWG will include the other Services' depot and Maintenance Interservice Support Management Office.

1.2.2. The PSM is the individual with functional responsibility for the sustainment portion of a system's life cycle in support of a PM. The PSM acts as sustainment champion to ensure that sustainment issues are addressed early in the acquisition process. See AFI63-101 for a description of specific duties.

1.2.3. The PM, with support of the PSM and PSI, ensures that organic capability exists no later than four years after achieving Initial Operational Capability (IOC) or is fielded in support of operations, hereafter known as IOC+4, as required by 10 USC 2464. The PM/PSM should target IOC as a "stretch" goal to establish organic capability to limit or eliminate the costs associated with Interim Contractor Support (ICS).

1.2.4. The DMAWG will have a MAPT at each Depot and each MAPT may have multiple Integrated Process Teams (IPTs). The DMAWG will be responsible for the depot activation of the system assigned. The MAPT will provide the DMAWG with a schedule and regular updates on the progress of the workload and impact to the Integrated Master Schedule (IMS). The DMAWG is responsible to ensure that the schedule is maintained and that the PM, selected depot and HQ AFMC/A4 are aware of all developments. See [Figure 1.1](#)

1.2.5. One of the main products of the DMAWG is the DMAP. The DMAP depicts the events, resources, and schedules required to achieve an organic depot maintenance capability. The DMAWG will develop a DMAP for each depot activation. The DMAWG will include participating Service's requirements in the DMAP for joint service programs. The DMAWG provides the baseline or updated implementation plan and DMAP, and the status of the DMAP activities to HQ AFMC/A4. The initial implementation plan called for in the HQ AFMC/A4 DSOR notification letter will be prepared and delivered by the prescribed due date. The plan will include, at minimum: Support Equipment (SE) delivery, test software, technical data, facilities, training, first article produced, and depot activation data as reflected by sample at [Attachment 4](#). The DMAWG updates the initial plan, as required.

Figure 1.1. Depot Maintenance Activation Working Group (DMAWG) Structure

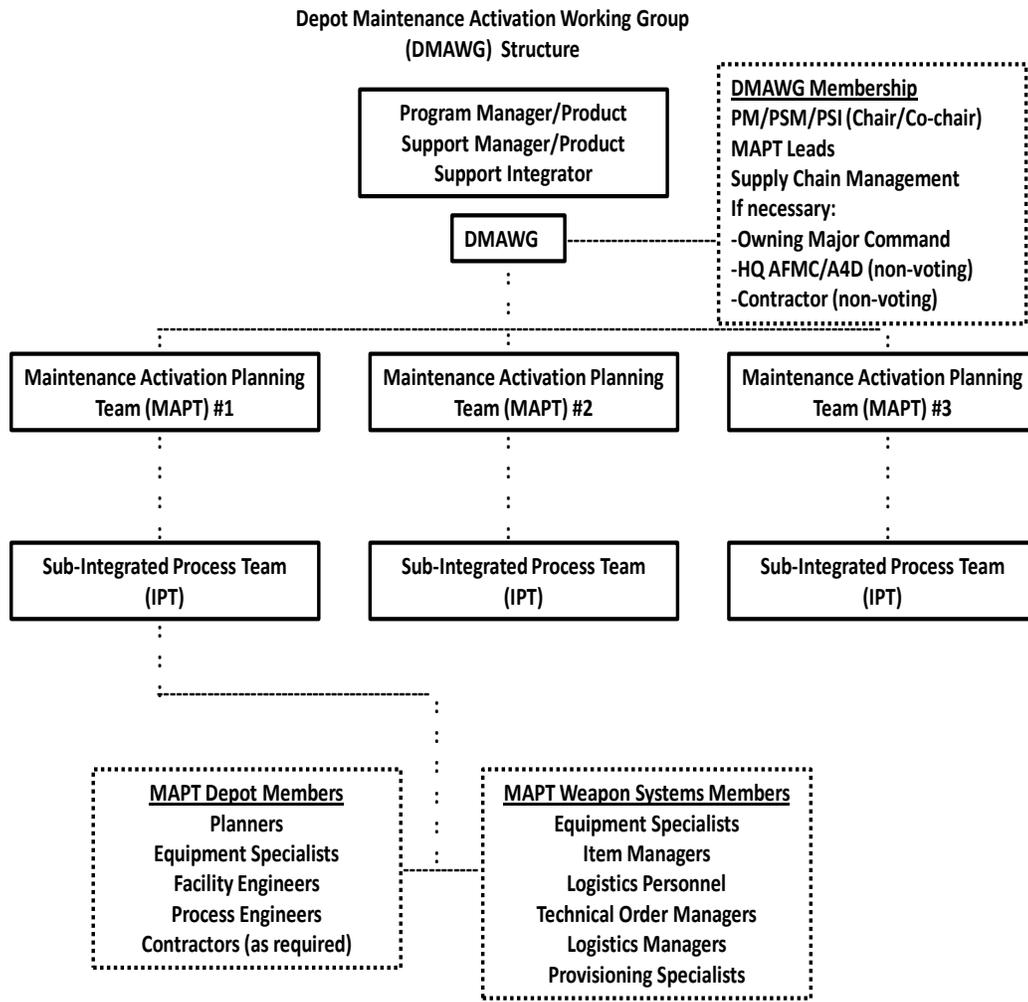


Figure 1.2. Depot Maintenance Activation Flow

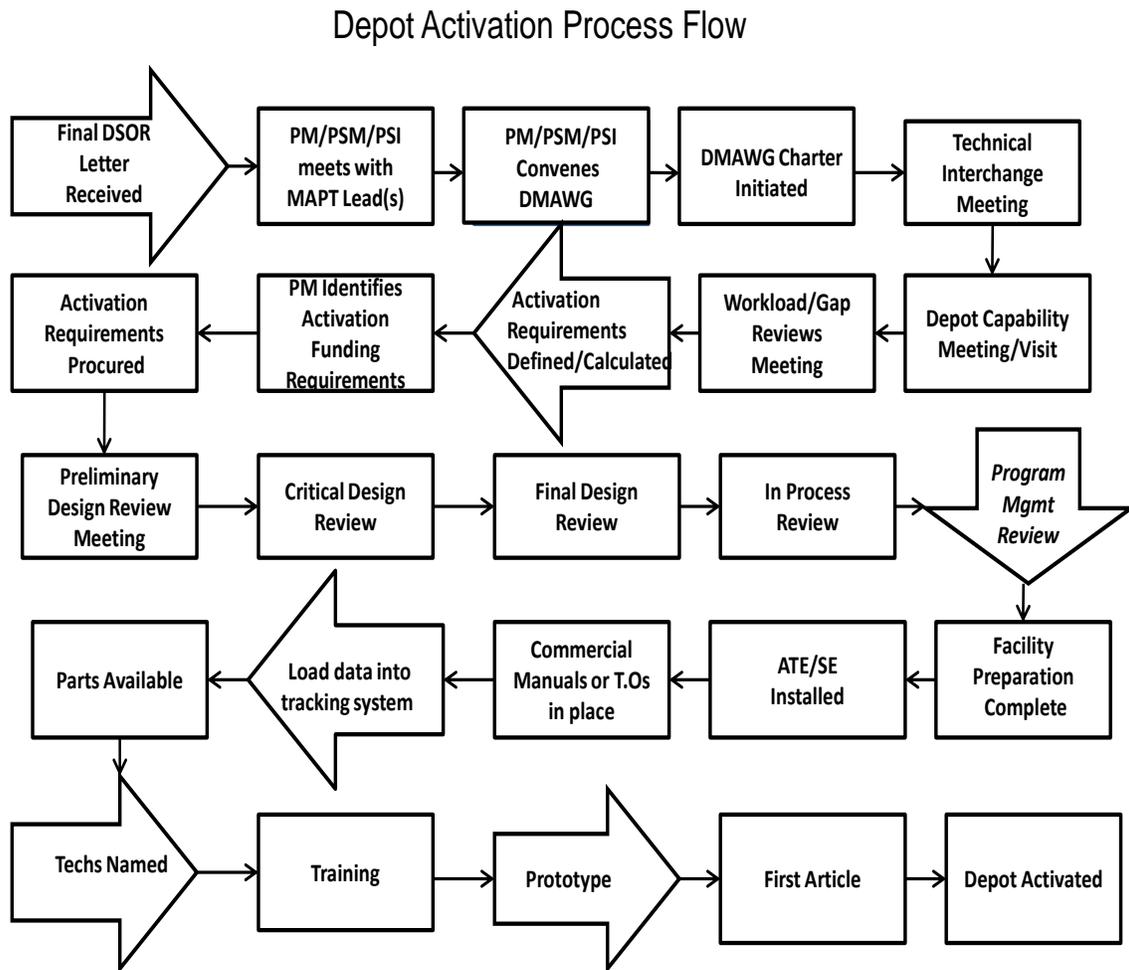
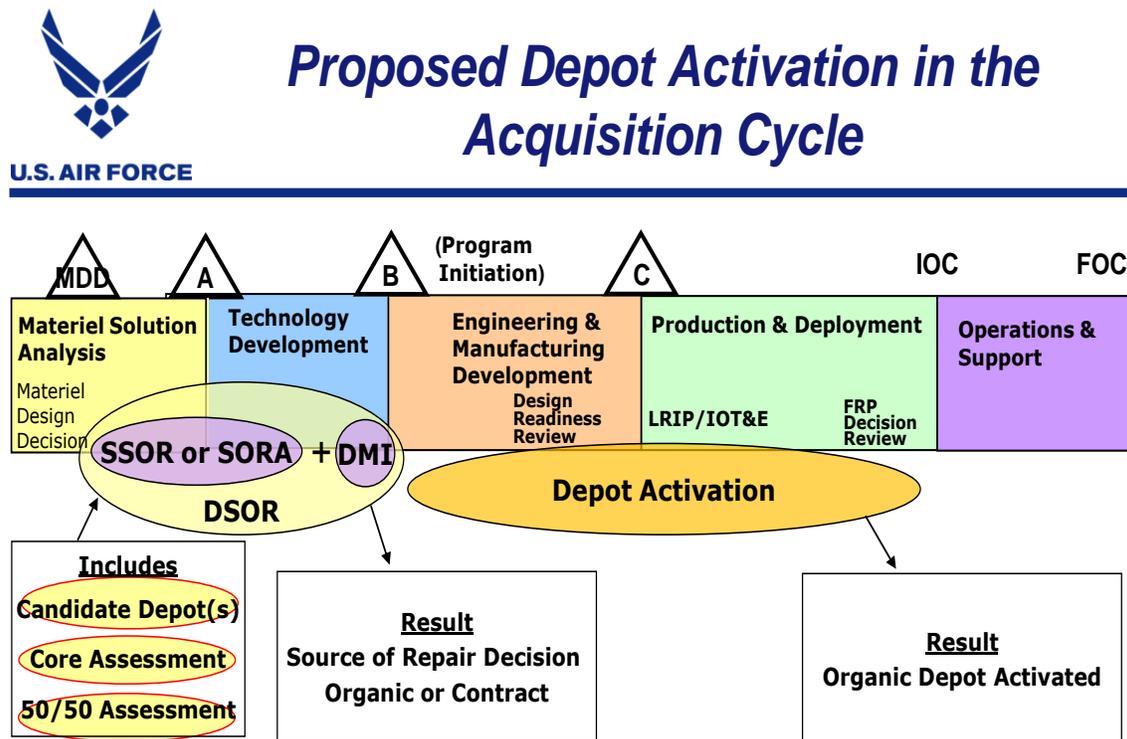


Figure 1.3. Proposed Depot Activation in the Acquisition Cycle



- **Depot Source of Repair (DSOR), Depot Activation, and Acquisition Cycle**
 - Activation occurs after DSOR completion
 - DSOR team can become Depot Maintenance Activation Working Group (DMAWG) after DSOR is complete
 - Depot activated at Initial Operational Capability (IOC)

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1.3. Roles and Responsibilities.

1.3.1. HQ AFMC/A4, Directorate of Logistics.

1.3.1.1. Identifies major acquisition programs impacting workload posturing for increased management attention. Selected programs must be identified to the appropriate Product Center, ALC, AFMETCAL, and AFGLSC management.

1.3.1.2. Accomplishes the following in order to get decisions that will lead to the early establishment of the MAPT for involvement in the DMAP:

1.3.1.2.1. Acts as office of primary responsibility for depot maintenance activation policy.

1.3.1.2.2. Provides logistics support strategies and concepts that affect depot maintenance decisions and milestones to the appropriate PM, PSM, PSI, and MAPTs.

1.3.1.2.3. Helps the PM/PSM/PSI implement interservice requirements.

1.3.1.2.4. Reviews implementation plans (IP) and DMAPs.

1.3.1.2.5. Coordinates on DMAPs submitted by the PM/PSM/PSI.

1.3.2. HQ AFMC/FM, Directorate of Financial Management.

1.3.2.1. Assists the PO (PM/PSM) to ensure funds are included in the POMs for Fiscal Year Defense Plan (FYDP) (i.e., Appropriations 3010, 3020, 3080, 3300, 3600, and, if applicable, Working Capital Funds) using the appropriate budget activities codes, i.e. BP19. Refer to DoD Financial Management Regulation 7000.14-R for further guidance.

1.3.3. PM and/or PSM.

1.3.3.1. Implements programming and budgeting action in support of the DMAP and tracks DMAP actions through an IMS tool. See [Attachment 5](#).

1.3.3.2. Implements HQ AFMC/A4 approved organic and contract depot maintenance SOR strategies.

1.3.3.3. Chairs/co-chairs the DMAWG. The PM and/or PSM may also designate the PSI as a co-chair.

1.3.3.4. Establishes the DMAWG.

1.3.3.5. Develops a DMAWG charter as reflected by sample at [Attachment 2](#) and has ultimate responsibility for the DMAP by coordinating the program specific logistics support activities. The charter ensures an organic depot maintenance capability is established in a timely and efficient manner, in accordance with 10 USC 2464.

1.3.3.5.1. As a minimum, Program Office (PO) Group CC and SOR ALC will sign/approve the DMAWG Charter.

1.3.3.6. Coordinates with the ALCs in establishing the MAPT and IPTs.

1.3.3.7. The PM is responsible to ensure that organic depot maintenance requirements are identified and funded in conjunction with Command execution priorities. The PM is responsible for including all depot activation costs in the program life cycle cost estimates that are provided to the MAJCOM for funding DMAWG support, depot activation planning and execution, and other related activities.

1.3.3.8. Obtains maintenance planning, DMAP, facility, and environmental requirements data.

1.3.3.9. Reviews contractor's Level of Repair Analysis (LORA) and participates in repair level decisions, targeting workloads that are the most costly and/or drive in the most hours to the depot. Identifies all SE (initial and replacement) by SE Recommendation Data (SERD) for program application.

1.3.3.10. Participates in selecting SE and Automatic Test Systems (ATS) by providing data to the SE and ATS engineers. With the assistance of Product Management Directorate engineering and maintenance planning personnel, coordinates on contractor SERDs. Works with the SE, ATS, and AFMETCAL PGMs in the selection and procurement of the appropriate ATS. Ensures standard ATS are used, or a waiver is obtained. The ATS Selection Process Guide defines the process. The guide can be found at: http://www.acq.osd.mil/ats/DoD_ATS_Selection_Process_Guide-2009.pdf

- 1.3.3.11. Notifies HQ AFMC/A4 by initiating the DSOR process on significant changes to the maintenance concepts that will impact depot repair requirements.
- 1.3.3.12. Helps the operating commands, and any other supporting commands, develop input to the DMAP.
- 1.3.3.13. Ensures all sustainment elements are identified.
- 1.3.3.14. Ensures the most cost effective quantities, locations, mixes, and need dates for SE are determined.
- 1.3.3.15. Ensures, through the DMAWG and the MAPTs, the development of all Product Support Elements, such as SE, spares, facilities, and technical data, to enable implementation of the DMAP.
- 1.3.3.16. Maintains surveillance over all programming and budgeting activities in support of the DMAP.
- 1.3.3.17. Identifies and advises HQ AFMC/A4 of any budget decisions and/or shortfalls that may affect depot activation and include in DMAP/IMS updates.
- 1.3.3.18. Informs HQ AFMC/A4 of requirements to deviate from approved SOR until depot activation is accomplished at designated DSOR location.
- 1.3.3.19. Coordinates the DMAPs with participating ALC/AFMETCAL PMs. (A copy of the DMAP is provided to HQ AFMC/A4.)
- 1.3.3.20. Supports Technical Order (TO) development, including their coverage and their inter-relationships.
- 1.3.3.21. Accomplishes IMS to assess depot activation and program schedule milestones. Maintains integrated schedules identifying the depot maintenance resources for which the PO is responsible to provide (spares, SE, technical data, training, and facilities). Provides these schedules to the DMAWGs and MAPTs. With the MAPT, sets up a coordinated IMS scheduling system for planning and tracking respective depot activation actions.
- 1.3.3.22. Assesses the impact of equipment, data, facilities, funding, higher priority requirements, etc., on the DMAPs and business objectives.
- 1.3.3.23. Works with MAPT to prioritize the order in which depot repair capabilities are to be activated based on the critical need of the specific items within the program. Depot workload, available contractor repair, available funding, projected repairable generations, weapons system, Mission Item Essential Code criteria, and elimination of interim contract support for core requirement will be considered in establishing the criticality.
- 1.3.3.24. Works problems identified by the MAPT to the DMAWG on depot activation delays.
- 1.3.3.25. Initiates the DMAP, as reflected by [Attachment 4](#) sample, and implements the DMAP as part of the overall program acquisition and sustainment process.
- 1.3.3.26. Ensures depot maintenance data requirements are identified, funded, contracted for, and delivered to the Air Force in a timely manner, so that appropriate agencies can plan and make related depot maintenance decisions.

1.3.3.27. Ensures the production contract supports the DMAP schedule. The PM/PSM shall plan for and fund all data and hardware required to implement the DMAP.

1.3.3.28. Generates appropriate schedules.

1.3.3.29. Ensures compliance with the following (Duties may be assigned to the Product Support Integrator, PSI, if desired):

1.3.3.29.1. Works with Equipment Specialist (ES) and MAPT to help the PO formulate recommendations for repair levels, SE, technical manuals for Depot Level Repair (DLR), personnel requirements, and facility criteria. Additionally, program management at the ALC/Product Center is responsible to assist in evaluation of the contract deliverables, i.e., schematics, drawings, TO Validation and Verification, and Prototype activities. For example, the PM/PSM will participate in all Product Support Strategy reviews, design reviews, LORA reviews, and will give technical advice for assigned hardware.

1.3.3.29.2. Works with the United States Air Force (USAF) SE/ATS PGM to help plan and budget for initial, peculiar, and common equipment.

1.3.3.29.3. Works with the USAF SE/ATS PGM to obtain validation for the need for required SE. This includes recommendations concerning the selection of SE/ATS.

1.3.3.29.4. Finalizes DMAP with maintenance personnel during Engineering and Manufacturing Development (EMD) Phase prior to MS-C decision for Low-Rate Initial Production (LRIP).

1.3.3.29.5. Identifies, in conjunction with AFGLSC representative, initial spares and repair parts via the provisioning process.

1.3.3.29.6. Prioritizes with the team the order in which depot repair capabilities are to be activated based on depot workload, available organic repair capabilities, available funding, and projected repairable generations. Expiration of contract support shall be considered.

1.3.3.29.7. Initiates prompt action to resolve problems impacting depot activation.

1.3.3.29.8. Maintains a current IMS for delivery of all resources required to support the SOR.

1.3.3.29.9. Coordinates on all DMAP activities.

1.3.3.29.10. Coordinates the respective DMAPs with HQ AFMC/A4 and participating ALC and AFGLSC MAPT members.

1.3.3.29.11. Supports the MAPT by jointly determining status reports for those planning elements that may adversely impact depot activation.

1.3.3.29.12. Funds, acquires, and delivers common SE in sufficient time to stand up required depot capabilities.

1.3.3.29.13. Develops mitigation plans impacted by environmental requirements.

1.3.4. ALC (or equivalent).

1.3.4.1. Coordinates on DSOR decisions.

1.3.4.2. Reports depot activation status to HQ AFMC/A4 quarterly. Reports will include progress of activation activities by SORA number, updated schedules (if applicable), and summary of constraints encountered.

1.3.4.3. Reviews projected retirements/diminishing workloads and projected workload gains to establish strategic direction for ALC. Plans for incorporation of new workloads to maximize use of existing capacity and capabilities.

1.3.4.4. Assist with prioritizing depot activations.

1.3.4.5. OPR for DMAP will publish, as necessary, supplemental policy with copy provided to HQ AFMC/A4.

1.3.4.6. Appoints MAPT leads with associated responsibilities and authority to lead MXW efforts to incorporate new workloads. Assigns IPT members to assist the MAPT.

1.3.4.7. Coordinates the DMAPs through the DMAWG and participating ALC/AFMETCAL MAPTs.

1.3.4.8. If assigned, exercises authority over any group or lower level offices in relation to depot activation. Ensures personnel resources are properly aligned for efficient incorporation of new workloads.

1.3.5. MAPT Lead.

1.3.5.1. Leads an IPT of representatives from applicable support organizations and weapon system organizations that are required to successfully develop depot maintenance capability. Reference **Figure 1.1**.

1.3.5.2. Briefs the DMAWG and ALC Commander (CC) on the status of the MAPT activities and attends DMAWG meetings. The MAPT provides representation at working groups such as the DMAWG and other meetings (e.g., program reviews, design reviews) that are relative to their maintenance activation planning effort. The MAPT Lead represents the ALC/CC to the DMAWG and ensures that ALC/CC is aware of current depot activation plans.

1.3.5.3. Coordinates/leads activation activities with other ALC organizations, as necessary, to support the new workload acquisition. This includes ensuring all activities are performed for successful First Article Test (FAT).

1.3.5.4. Reviews, with MAPT members, Life Cycle Management Plan (LCMP), Life Cycle Sustainment Plan (LCSP) and other pertinent planning documents, and establishes a strong interface with the appropriate program office pre-production planning team.

1.3.5.5. Reports any activation concerns to the DMAWG. Gives the PM/PSM information on government-furnished resources and specific depot maintenance activation schedules. The PM/PSM will address and take action to correct problems identified by the MAPT.

1.3.5.6. Reports MAPT planning efforts to the DMAWG for inclusion in logistics management information, reviews, and DMAP.

1.3.5.7. Supports development and refinement of the LCMP Product Support Elements.

1.3.5.8. Works with the PM/PSM and PSI to prioritize the order in which depot repair capabilities are to be activated based on the critical need of the specific items within a program and incorporates these into the IMS.

1.3.6. MAPT members and IPT members.

1.3.6.1. Determines the requirement for additional industrial plant equipment after careful consideration of existing equipment that may be utilized. This includes analyzing projected resource availability based on workload changes.

1.3.6.2. Develops and provides an implementation schedule (IS) in the prescribed format to the DMAWG.

1.3.6.3. Develops the implementation schedule by defining the activities required to provide repair for each item, defining the existing repair capabilities at the SOR, performing a gap analysis addressing requirements vs. existing capabilities, and creating a corrective action plan.

1.3.6.4. Initiates, maintains and coordinates on depot TO verification plan that provides for timely verification of depot TOs with the local TO Management Agency (TOMA). Verification will be accomplished on the preliminary TO during the prototype/first article maintenance demonstration, as defined by the TO verification plan and in accordance with requirements established in TO 00-5-3.

1.3.6.5. Identifies the requirement for additional facilities after careful consideration of existing facilities that may be utilized. This includes analyzing projected facility availability based on workload changes. Monitors status of facility modifications, additions, and construction included in the Facility Requirements Plan (FRP) for the future capability required to support the workload. Notifies the appropriate facilities engineering organization of impact to the progress required to meet activation and induction timelines. Initiates action to resolve issues that hinder the successful implementation of the depot activation schedule.

1.3.6.6. Evaluates personnel and training requirements to support and conduct depot repair of each repairable item. Plans for additional training and personnel, as required.

1.3.6.7. Maintains the current status of all depot SE and the planning or progress of installation, checkout, and demonstration of equipment during the activation.

1.3.6.8. Maintains the status of the depot training program.

1.3.6.9. Monitors receipt of repair parts required for DLR items and ensures parts are available for prototype/first article.

1.3.6.10. Monitors the requisitioning of consumables and common tools.

1.3.7. SE, ATS PGMs

1.3.7.1. In conjunction with AFGLSC, accomplishes the determination of source, maintenance, and recoverability codes. This is done during the provisioning process as a prelude to DMAP activities.

1.3.7.2. Ensures that programs are vetted organically through HQ AFMC/A4, if primary SOR is unable to meet production requirements.

1.3.7.3. Initial purchase may be accomplished earlier to facilitate depot activation pre-MS-C for training, to support Test Program Set (TPS)/Interface Test Adapter development schedule, and to reduce ICS cost.

Chapter 2

DEPOT MAINTENANCE ACTIVATION PLANNING AND CONTRACT STRATEGY

2.1. Development. The PM/PSM and PSI will formulate the DMAP and contract strategy to achieve depot maintenance. Preparation for depot maintenance activation planning and implementation will include the following: (1) The LCMP shall briefly describe the maintenance plan and the DMAP. The LCMP will detail the contractor's ILS planning, government activities, and the schedule by which these activities are to be completed (AFI 63-101); and (2) Use the EMD Request for Proposal (RFP) as source documentation, which will: (1) Provide the details and timing of information required in support of depot maintenance activation planning, including methods to preclude use of ICS. Key information shall include, but not be limited to, demand rates, mean time to repair and mean time between failure for DLRs, and all available technical data for DLRs; and (2) Require that contractor's detailed approach to maintenance planning and the DMAP be described in the contractor's LCMP.

2.1.1. Depot activation planning will include: (1) An iterative Supportability Analysis to include, but not limited to, Level of Repair Analysis (LORA), and Maintenance Task Analysis at the time of the Preliminary Design Review (PDR). These decisions will be reassessed at the Critical Design Review (CDR); and (2) The definition of support subsystem design requirements shall be concurrent with weapon hardware development.

2.2. Formal Planning. Formal depot maintenance activation planning will begin as soon as possible following DSOR completion.

2.2.1. The formal establishment of the DMAWG will occur not later than MS B, or at program initiation if post MS B. The DMAWG will be made up of core representatives from the ALC(s), the Product Center, and PO. Other participants may be included (e.g., HQ AFMC/A4, contractor(s), AFMETCAL). If more than one ALC/AFMETCAL representative is appointed to the DMAWG, one will be designated as the spokesperson for that installation. For Joint programs, the Air Force PM should ensure the Army, Marine Corps, and Navy representatives are members of the DMAWG. Upon request, the PM/PSM will provide status to HQ AFMC/A4.

2.2.2. An initial DMAP will be published no later than 30 days after the PDR LORA is complete.

2.3. Modifications to DMAP. The DMAPs will be updated annually or as significant engineering and funding changes occur. Participating activities shall report all status changes of the DMAP implementation to the DMAWG chair/co-chair and HQ AFMC/A4.

Chapter 3

ACTIVITIES OVERVIEW

3.1. Activities pre-MS A (Materiel Solution Analysis Phase).

3.1.1. PM/PSM initiates Depot Source of Repair (DSOR) documentation to HQ AFMC/A4.

3.1.2. HQ AFMC/A8/9 accomplishes the MA.

3.1.3. HQ AFMC/A4 conducts initial core assessment and identifies candidate depot.

3.1.4. PM initiates a POM request for sustainment funds.

3.1.4.1. HQ AFMC/FM assists the PO to ensure funds are included in the POMs for FYDP (3010, 3020, 3300, 3080).

3.1.5. By MS A, HQ AFMC/A4 issues an SSOR.

3.1.5.1. SSOR will include a Core logistics analysis, contract/organic sustainment strategy, and Air Force candidate SOR based on Technology Repair Center (TRC) construct.

3.2. Activities pre-MS B (Technology Development Phase).

3.2.1. HQ AFMC/A4 issues final DSOR decision, including Depot Maintenance Interservice (DMI) decision.

3.2.2. PM initiates and completes the LCMP and LCSP in accordance with AFI 63-101.

3.2.3. PM/PSM stands up a DMAWG consisting of a core team of depot and weapon system experts (See [Figure 1.1](#)).

3.2.3.1. Each SOR will identify and assign a MAPT lead for each assigned workload.

3.2.3.1.1. ALC will support the MAPT by assigning requested resources.

3.2.3.1.1.1. MAPTs membership will consist of local depot experts and weapon system experts.

3.2.3.1.1.2. Primary resources will include process and facility engineers, planners, schedulers, training coordinators, quality and safety personnel, and environmental representatives.

3.2.3.1.1.3. Other resources that will support on an as needed basis are civil engineering, information systems representatives, AFGLSC, Defense Logistics Agency representatives, and others as determined by the MAPT lead.

3.2.3.2. The DMAWG will be chaired or co-chaired by the PM/PSM and PSI.

3.2.3.3. The PM/PSM and PSI (with the DMAWG members) develops a charter for depot activation (See [Attachment 2](#)).

3.2.4. PM/PSM and PSI provides RFP input.

3.2.4.1. The RFP should set expectations by addressing Core and 50/50 requirements (10 USC 2464 and 2466, respectively) and the strategy to enable establishment of organic repair.

3.3. Activities pre-MS C (Engineering and Manufacturing Development Phase)

3.3.1. PM/PSM and PSI updates the DMAWG charter with the MAPTs input.

3.3.2. DMAWG charter is approved at appropriate level(s) ([paragraph 1.3.4.5.1](#)).

3.3.3. The PM and HQ AFMC/FM will ensure Operations and Management funds are allocated for DMAWG pre-planning.

3.3.4. Initial purchase of lay-in equipment may be accomplished. This can occur as early in the program as required if it directly supports training or will reduce ICS costs.

3.3.5. PM/PSM and PSI conducts a supportability analysis with input from the DMAWG.

3.3.6. PM/PSM and PSI validates initial depot requirements.

3.3.6.1. DMAWG develops implementation plan by incorporating inputs from MAPTs and product support integrators, and/or contractor partners if the concept is not fully organic.

3.3.6.1.1. Inputs should include a depot level repair analysis (DLRA) which identifies, at minimum, failure data (mean time between failure, mean time to repair, etc.), facility/space requirements, testing parameters (if any), required support equipment, and estimated number of personnel needed for all depot level repairable items.

3.3.6.1.1.1. The DLRA will establish the baseline needs for the MAPTs to compare with current, existing capabilities. A gap analysis will be performed to identify the investments required (after due diligence to ensure efficiency by utilizing existing capabilities) and presented to the DMAWG. Judicious use of “site surveys” can be employed to ensure a proper gap analysis is performed.

3.3.6.1.2. DMAWG addresses logistics support considerations in the implementation plans. This includes maximum usage of existing/projected capabilities and excess capacity to remain good stewards of tax payer dollars.

3.3.6.1.2.1. Address facilities needs to include Military Construction (MILCON) requirements, minor construction and lay-out modification, as required. If MILCON is required, environmental analysis, land acquisition, design, and construction can take 3 to 5 years to accomplish.

3.3.6.1.2.2. Address provisioning needs to include spares and the purchase schedule. Transportation and Packaging Requirements should be captured and Contract Data Requirements List(s) submitted.

3.3.6.1.2.3. Address SE needs to include specialized equipment and additional equipment to ensure expected capacity is adequate for the new workload. Long lead items need to be identified early in the effort.

3.3.6.1.2.3.1. The DMAWG ensures that all calibration requirements, and associated technical information for specialized SE is documented and

available to the ALC/AFMETCAL.

3.3.6.1.2.4. Training will include the required training, schedule, and certification to ensure the mechanics are proficient in the repair and procedures.

3.3.6.1.2.4.1. Training may include both on-the-job and classroom. Special attention will be paid to certification requirements.

3.3.6.1.2.4.2. Training requirements, schedules, and certifications will be entered in the approved AF training systems.

3.3.6.1.2.5. Technical data validation and verification will include a detailed review of repair data and applicable TOs to ensure they are updated and available for the mechanics to perform the repair. Refer to TO 00-5-3-1 for further guidance.

3.3.6.1.2.5.1. Technical data drafts used during developmental stages, for configuration control must be maintained and controlled, and to have the raw data available to develop the repair and training data.

3.3.6.1.2.5.2. TO validation is the responsibility of the PM/PSM and will conform to the requirements set forth in TO 00-5-3-1.

3.3.7. The PM, with HQ AFMC/FM, develops recommended POM inputs for depot activation.

3.3.7.1. The PM updates the funding request in the POM, as appropriate, with input from the DMAWG. This should be performed quarterly (as required) after the DMAWG has met, and as program knowledge of requirements grows during the acquisition process.

3.3.7.1.1. The PM/PSM and PSI, working with the DMAWG, ensures that all funding requirements for support of organic depot activation are developed to ensure timely activation. Timely activation is no later than IOC+4.

3.3.7.1.2. The PM ensures that new equipment purchases are included in the budget. Modification of existing equipment will also be funded.

3.3.7.1.3. The PM ensures all software development, including development and acquisition of required information systems and test programs, both organically developed and contractor supported, are fully funded.

3.3.7.1.4. The PM ensures that data is acquired and delivered in the correct form and format required by the ALC.

3.3.7.2. The DMAWG will provide input and assist the PM/ALC with POM inputs for contingent facility needs.

3.3.7.2.1. HQ AFMC/FM and ALC refine POM submittal.

3.3.8. PM/PSM and PSI are responsible to build and maintain the Master DMAP (with DMAWG MAPT support).

3.3.8.1. As the ALCs' representative, MAPT Leads build IMPs and IMSs to address specific depot activation requirements.

3.3.9. ALC validates the new depot requirements required for depot stand-up.

- 3.3.10. PM/PSM and PSI validates ICS requirements to bridge to organic support, if required.
- 3.3.11. PM/PSM and PSI updates LCMP and LCSP.
- 3.3.12. PM/PSM and PSI submits IP/IS for incorporation into the Master IMS.
- 3.3.13. PM/PSM prepares status report and presents status to the Acquisition Strategy Panel (ASP).
- 3.3.14. PM/PSM and PSI reviews depot activation activities with DMAWG and MAPTs to ensure depot activation is on schedule per the published plan.
- 3.3.15. PM/PSM and PSI validates depot requirements with SOR ALC.
- 3.3.16. PM, with HQ AFMC/FM, refine recommended POM requirements.
- 3.3.17. PM finalizes recommended POM requirements.
- 3.3.18. PSM works with PM to develop ASP briefing.
- 3.3.19. DMAWG makes adjustments to DMAP as required in conjunction with the MAPTs.

3.4. Activities post-MS C (Production & Deployment Phase) and for Legacy Systems.

- 3.4.1. PM/PSM and PSI reviews depot activation activities with DMAWG and MAPTs to ensure depot activation is on schedule, per the published plan.
 - 3.4.1.1. PM/PSM and PSI reviews the initial lay-in equipment.
 - 3.4.1.2. PM/PSM and PSI reviews each section of DMAP to include training, data requirements, facility, funding, and environmental impact.
- 3.4.2. DMAWG updates and reviews master DMAP with each ALC and forwards updated version to HQ AFMC/A4.
- 3.4.3. PM/PSM and PSI ensures execution of plan through the DMAWG and each subordinate MAPT.
- 3.4.4. DMAWG executes DMAP IMP and IMS.
 - 3.4.4.1. Develop and updates plans.
 - 3.4.4.2. Monitors and assists with schedules in maintenance wings.
 - 3.4.4.3. Identifies space requirements.
 - 3.4.4.4. Identifies environmental impacts and develops mitigation plans.
 - 3.4.4.4.1. MAPT lead ensures that the ALC/CC is appraised of any environmental concern and the proposed action plan for mitigation.
 - 3.4.4.4.2. MAPT lead, in conjunction with the DMAWG, mitigates the environmental issue in compliance with all applicable AF instructions.
- 3.4.5. PM/PSM and PSI reviews ICS requirements and adjusts, as appropriate, to reduce cost to the program.
 - 3.4.5.1. The PM/PSM and PSI takes into account ongoing reliability improvements and depot activation schedule to reduce the requirement for ICS.

3.4.6. Prototype review will include the FAT and preparation for transfer to organic support. The DMAWG will plan and perform the FAT.

3.4.6.1. MAPT ensures that repair data is in the correct format per AF instructions.

3.4.6.2. MAPT ensures training and certification plan for ALC mechanics is complete and recorded.

3.4.6.3. MAPT reviews repair area and ensures that equipment, space, and bench stock is adequate and on hand.

3.4.6.4. MAPT ensures that the Statement of Work and Work Control Documents are correct and complete.

3.4.7. ALC performs validation-verification.

3.4.8. ALC stands up capability.

3.4.9. ALC submits repair capability verification documentation to PM/PSM and PSI.

3.4.10. Depot activation complete.

3.5. Activities during Operations and Support (O&S) for Legacy Systems.

3.5.1. PM/PSM/Item Manager (IM) initiates DSOR as soon as the requirement is identified. The DSOR may be a workload shift if item is identified as a candidate for repatriation (return to organic depot) by the Integrated Life Cycle Management – Executive Forum (ILCM-EF), or other appropriate governing body. Legacy DSORs may be required by diminishing manufacturing sources.

3.5.2. HQ AFMC/A4 validates DSOR and provides core and candidate depot assessments.

3.5.3. PM/PSM/IM and PSI, with the candidate depot, completes Legacy DSOR documentation.

3.5.4. PM/PSM/IM and PSI stands up DMAWG, if the Legacy DSOR decision is organic.

3.5.4.1. PM/PSM/IM and PSI, with SOR input, will develop DMAWG charter.

3.5.4.1.1. DMAWG charter will be coordinated with Product Center and ALC.

3.5.4.2. PM/PSM/IM and PSI, with DMAWG coordination, initiates MAPTs, as required, to expedite the organic sustainment of the item.

3.5.5. Identify facility requirements.

3.5.5.1. The PM/PSM/IM and PSI, with assistance from HQ AFMC/FM, is responsible for including all depot activation costs in the program life cycle cost estimates that are provided to the MAJCOM for funding. Refer to DoD Financial Management Regulation 7000.14-R for further guidance.

3.5.5.2. PM/PSM/IM and PSI, in conjunction with SOR through the DMAWG, validates activation schedule and funding requirements.

3.5.5.2.1. The DMAWG refines funding requirements and develops implementation schedule, per activation plan.

3.5.6. SOR coordinates on activation plan.

3.5.6.1. MAPT, in concert with the DMAWG, ensures ALC/CC agrees with depot activation plan.

3.5.6.2. If funding is not available, PM/PSM requests funding and waits until funding is received.

3.5.6.2.1. PM/PSM notifies HQ AFMC/A4 of funding shortfalls for depot activations.

3.5.6.3. If funding is available, the SOR ALC executes the activation plan.

3.5.7. ALC stands up capability.

3.5.8. ALC performs validation-verification.

3.5.9. ALC conducts FAT.

3.5.10. ALC submits repair capability documentation to PSM.

Chapter 4

DEPOT ACTIVATION FOR SPECIAL CIRCUMSTANCES

4.1. Special Circumstances.

4.1.1. Special circumstances include any program that has passed IOC, or component that has been fielded, that may or may not have a DSOR decision, but requires organic DLR. Acquisitions initiated prior to DSOR process implementation with a sustainment strategy that did not include organic sustainment, but requires organic DLR.

4.1.2. Initiate DSOR (reference AFI 63-101).

4.1.3. Depot Activation.

4.1.3.1. Form DMAWG and perform associated activities contained within this instruction.

4.1.3.2. Exhaust and document all avenues to achieve organic DLR to include reverse engineering, purchase of data rights, partnering, etc.

LORNA B. ESTEP, SES
Deputy Director of Logistics
Directorate of Logistics

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

AFI 32-1021, *Planning and Programming Military Construction (MILCON) Projects*, 14 Jun 10

AFI 32-1032, *Planning and Programming Appropriated Funded Maintenance, Repair, and Construction Projects*, 15 Oct 03

AFI 63-101, *Acquisition and Sustainment Life Cycle Management*, 17 Apr 09

AFMCI 21-109, *Air Force Depot Maintenance Activity Group Facilities and Equipment*, 18 May 09

DoDD 4151.18, *Maintenance of Military Materiel*, 31 Mar 04

DoDI 5000.02, *Operation of the Defense Acquisition System*, 8 Dec 08

Title 10, United States Code, §2464, *Core Logistics Capabilities*, 3 Jan 07

Title 10, United States Code, §2466, *Limitations on the Performance of Depot-Level Maintenance of Materiel*, 3 Jan 07

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 Sep 09

Abbreviations and Acronyms

ADPE—Automated Data Processing Equipment

AF—Air Force

AFGLSC—Air Force Global Logistics Support Center

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFMCI—Air Force Materiel Command Instruction

AFMETCAL—Air Force Metrology and Calibration

AFPD—Air Force Policy Directive

ALC—Air Logistics Center

ANG—Air National Guard

AS—Acquisition Sustainment

ASP—Acquisition Strategy Panel

ATS—Automatic Test System

ATS/E—Automatic Test System/Equipment

CC—Commander

CDD—Candidate Depot Determination
CDR—Critical Design Review
CR—Concept Refinement
DAO—Designated Acquisition Officials
DLR—Depot Level Repair
DLRA—Depot Level Repair Analysis
DMAG—Depot Maintenance Activity Group
DMAP—Depot Maintenance Activation Plan
DMAWG—Depot Maintenance Activation Working Group
DMI—Depot Maintenance Interservice
DoD—Department of Defense
DoDD—Department of Defense Directive
DoDI—Department of Defense Instruction
DRR—Design Readiness Review
DSOR—Depot Source of Repair
EMD—Engineering and Manufacturing Development
ES—Equipment Specialist
FAT—First Article Test
FRP—Facility Requirements Plan
FYDP—Fiscal Year Defense Plan
ICD—Initial Capabilities Document
ICS—Interim Contractor Support
ILCM—EF —Integrated Life Cycle Management-Executive Forum
ILS—Integrated Logistics Support
IM—Item Manager
IMP—Implementation Plan
IMP—Integrated Master Plan
IMS—Integrated Master Schedule
IOC—Initial Operational Capability
IPT—Integrated Process Team
IS—Implementation Schedule
LCMP—Life Cycle Management Plan

LCSP—Life Cycle Sustainment Plan
LORA—Level of Repair Analysis
LRIP—Low Rate Initial Production
LRU—Line Replaceable Unit
MA—Mission Assignment
MAPT—Maintenance Activation Planning Team
MDA—Milestone Decision Authority
MILCON—Military Construction
MS—Milestone
M&R—Maintenance and Repair
O&S—Operating and Support
OPR—Office of Primary Responsibility
OSD—Office of Secretary of Defense
PBR—Program and Budget Review
PDR—Preliminary Design Review
PGM—Product Group Manager
PM—Program Manager
PO—Program Office
POM—Program Objective Memorandum
PSI—Product Support Integrator
PSM—Product Support Manager
RDS—Records Disposition Schedule
RD&E—Research, Development, Test and Evaluation
RFP—Request for Proposal
SAE—Service Acquisition Executive
SE—Support Equipment
SERD—Support Equipment Recommendation Data
SOR—Source of Repair
SPD—System Program Director
SPM—System Program Manager
SRU—Shop Replaceable Unit
SSOR—Strategic Source of Repair

TO—Technical Order

TOMA—Technical Order Management Agency

TPS—Test Program Set

USAF—United States Air Force

USC—United States Code

WSS—Weapon System Sustainment

Terms

50/50—Refers to Title 10 USC §2466 that states no more than 50% of depot maintenance dollars may be spent for contract repair.

Acquisition Life Cycle—The life of an acquisition program consists of phases, each preceded by a milestone or other decision point, during which a system goes through Research, Development, Test and Evaluation (RDT&E), and production. Currently, the five phases are: Material Solution Analysis (MSA); Technology Development; Engineering and Manufacturing Development (EMD); Production and Deployment; and Operations and Support.

Core—Refers to Title 10 USC §2464 that says DoD must maintain a core logistics capability that is Government-owned and Government-operated (including Government personnel and Government-owned and Government-operated equipment and facilities) to ensure national defense contingency situations.

Depot Level Maintenance—The level of maintenance consisting of those on- and off-equipment maintenance tasks performed using the highly specialized skills, sophisticated shop equipment, or special activities of a supporting command at a logistics center, centralized repair facility, contractor repair facility, or, in some cases, at an operating location. Maintenance performed at a depot may also include organizational and intermediate level tasks as negotiated between operating and supporting commands.

Depot Maintenance Activation Plan (DMAP)—A plan, developed by the PM, showing the events and schedules required to achieve a depot maintenance capability for specified systems, equipment, and resources. This plan will consider contractor support requirements, as well as organic and interservice requirements.

Depot Maintenance Activation Working Group (DMAWG)—A group of representatives from the activities involved in activating a depot maintenance capability for individual systems and equipment.

Depot Maintenance Interservicing (DMI)—An interservice process to select site specific depots to perform maintenance support. Reviews are done by a joint service forum to ensure consideration of all services' depot capabilities.

Depot Maintenance Source of Repair (DSOR)—The DSOR process is used to decide whether organic or contractual depot resources should be used to support depot maintenance requirements. To permit on-time depot activation planning and reduce dependence on ICS, this decision process should normally occur no later than the Technology Development phase of an acquisition program.

Engineering and Manufacturing Development (EMD) Phase—The third phase of the life cycle as defined and established by DoDI 5000.02. This phase consists of two efforts, Integrated System Design and System Capability & Manufacturing Process Demonstration, and begins after MS B.

Facility Requirement Plan (FRP)—The FRP provides the information that drives the entire facility acquisition program. The facility requirement plan is prepared by the system contractor through application of DI-S-6173, Facility Requirement Plan, called out in the statement of work and Contract Data Requirements List (CDRL). The plan can provide information on all facilities required to support a new system program throughout the life cycle of system development, acquisition and operation, such as: operational, depot and training facilities, or may be tailored to provide information on those facilities of interest during a single phase of the program. While at this stage of the program, the information contained in the document is preliminary; it will provide a means to justify or update previous facility and cost estimates.

First Article Test (FAT)—A procedure to test and evaluate a new or modified product for conformance with specified contract requirements before or in the initial stage of production under a contract. It also validates and verifies the repair facility's capability to correctly perform checkout procedures and identify faults.

IOC+4—Refers to Title 10 USC §2464 that requires establishment of organic repair capability for weapon systems or items of military equipment identified as core exist no later than four years after achieving Initial Operational Capability or fielded in support of operations.

Interim Contract Support (ICS)—A preplanned, temporary support alternative for the initial period of operational use of new Air Force weapons systems, equipment, or modifications for which eventual organic support is planned.

Maintenance Activation Planning Team (MAPT)—Team(s) established using the philosophy of the Integrated Product Development. MAPT(s) support DMAWG in activating organic depot(s) for new workloads.

Maintenance Concept—A description of maintenance considerations and constraints submitted as part of the acquisition process. It is initially developed by operating commands and refined from MS A through MS C by the implementing command, with the supporting and operating commands. It is introduced for design consideration, refinement, and revision in the CR phase of each new system, equipment, or modification. The maintenance concept defines where (organizational or depot) tasks will be performed.

Maintenance Plan—A plan that evolves from the maintenance concept. It prescribes maintenance actions, including intervals; repair levels and locations; personnel numbers and skills; technical data; tools; equipment; facilities; and spares and repair parts for each significant item of a system or equipment. During the Technology Development phase, the operating, implementing, and supporting commands initiate the development of the maintenance plan. The ALC/ AFMETCAL pre-production planning and Prototype/First Article efforts must be adequately addressed in setting the depot activation date for the organic capability. Information for the plan should be extracted from the Logistics Management Information data.

Materiel Solution Analysis Phase—The purpose of this phase is to assess potential materiel solutions and to satisfy the phase-specific entry criteria for the next program milestone designated by the MDA. This phase begins with the Materiel Development Decision. Entrance

into this phase depends upon an approved ICD resulting from the analysis of current mission performance and an analysis of potential concepts. Activities during this phase are in preparation for a MS-A decision.

Product Center—A center that is responsible for RDT&E, and initial acquisition of technology, systems and related equipment for the Air Force.

Product Support Integrator—Entity within the Federal Government or outside the Federal Government charged with integrating all sources of product support, both private and public, defined within the scope of a product support agreement.

Product Support Manager—The individual with responsibility to lead the development, implementation, and top-level integration and management of all sources of support to meet Warfighter sustainment and readiness requirements.

Production and Deployment Phase—The Production and Deployment starts after approval of MS-C. The purpose of the Production and Deployment phase is to demonstrate operational effectiveness and suitability and to achieve an operational capability. During this phase several key decisions and activities will take place in preparation for the Full Rate Production (FRP) decision and subsequent entry into the Operations and Support Phase.

Prototype—The first full-scale functional form of a new system, subsystem, or component, on which the design of subsequent production items is patterned.

System Program Manager (SPM) or Program Manager (PM)—The individual directing an AFMC Program Office (PO) who is ultimately responsible and accountable for decisions and resources in overall program execution of a military system.

Technology Development Phase—The second phase of the Defense Acquisition Management Framework as defined and established by DoDI 5000.02. It is initiated by a successful MS A decision. The purpose of this phase is to reduce technology risk and to determine the appropriate set of technologies to be integrated into the full system. This effort is normally funded only for advanced development work and does not mean that a new acquisition program has been initiated. See Program Initiation.

Attachment 2

SAMPLE DEPOT MAINTENANCE ACTIVATION WORKING GROUP (DMAWG)
CHARTER*(Insert System Name)*

Depot Maintenance Activation Working Group (DMAWG) Charter

Initial Charter: *(Insert Day Month Year)*

A2.1. Purpose: The purpose of this charter is to establish a DMAWG that will ensure an organic depot maintenance capability is established in accordance with public law, in a timely and efficient manner. In order to establish government-controlled capabilities for the depot repair of equipment, it is essential to conduct depot maintenance activation planning early in the process. This activity is required to ensure funding, contracting, and delivery of data are accomplished in a timely manner. This data will be used by agencies making maintenance decisions on Depot Maintenance Activation Plan (DMAP) efforts. Depot maintenance activation planning must be an orderly and disciplined process for all *(Insert I.D. System)* or sub-systems requiring depot maintenance resources. The *(Insert I.D. System)* Life Cycle Management Plan (LCMP/*Insert PSMP-SAMP if system is post IOC*) and other governance, such as decision documents from the Depot Source of Repair (DSOR) process, Acquisition Strategy Panel (ASP) decisions, and Air Force and Office of the Secretary of Defense (OSD) direction, will provide detailed guidance about how, when, and where each repairable item will be repaired.

A2.2. Authorization: In order to establish depot maintenance planning, the *(Insert I.D. System)* Program Manager (PM/PSM) is required to establish a DMAWG. The *(Insert I.D. PM/PSM's and PSI's Squadron)* under the authority of the *(Insert I.D. PM/PSM's and PSI's Group)/CC* will organize and chair the *(Insert I.D. System)* DMAWG. The DMAWG is responsible for the systematic and orderly development of an organic depot maintenance capability.

A2.3. Vision: The intent of this charter is to stand up the *(Insert I.D. System)* DMAWG with the overarching goal to achieve organic depot support for the *(Insert I.D. System)*, in accordance with public law (Title 10 USC §2464), utilizing the support strategies approved in the LCMP. The critical timeline determined to best meet the war fighter's need has been established as no later than *(Insert Day, Month, Year)*, four years from the *(Insert I.D. System)* Initial Operational Capability (IOC) declaration date of *(Insert Day, Month, Year)*. Organic depots will be the Source of Repair (SOR) for all workload identified as core or the directed source. Non-core depot work will be performed by the SOR that provides the best value to the *(Insert I.D. System)* Program or the directed source. Organic depot activations will be managed by the DMAWG in accordance with the DMAP.

A2.4. Controlling Documents:

A2.4.1. Title 10 USC §2464 – the “Core”

A2.4.2. Title 10 USC §2466 – the “50/50”

A2.4.3. **(Include DSOR decision document.)**A2.4.4. AFI 21-102, *Depot Maintenance Management*A2.4.5. AFI 63-101, *Acquisition and Sustainment Life Cycle Management*

A2.4.6. AFI 31-101, *Air Force Installation Security Program*

A2.4.7. AFPD 63-1, 20-1, *Acquisition And Sustainment Life Cycle Management*

A2.4.8. AFMCI 21-101, 1994, *Depot Maintenance Activation Planning (DMAP)*

A2.4.9. AFMCI 21-109, *Air Force Depot Maintenance Activity Group (DMAG) Facilities and Equipment*

A2.5. (Insert I.D. system) DMAWG Members (as applicable):

A2.5.1. **(Insert Organization, I.D. system)** Sustainment Flight *(PM/PSM's and PSI's organization)*

A2.5.2. **(Insert Organization, User's MAJCOM)**

A2.5.3. **(Insert Joint Service User)**

A2.5.4. **(Insert 309 MXW/OB, Ogden ALC)**

A2.5.5. **(Insert 76 MXW/OB, Oklahoma City ALC)**

A2.5.6. **(Insert 402 MXW/OB, Warner-Robins ALC)**

A2.5.7. **(Insert Contractor)**

A2.5.8. **(Insert AFGLSC/Commodity Council)**

A2.5.9. **(Insert DLA)**

A2.5.10. The PM/PSM will act as the DMAWG Chair or co-chair with the PSI and provide direction to the working group members to meet program objectives. The ALC MAPT will organize IPTs by commodity in order to comply with direction, and provide adequate support. The IPTs will be comprised of representatives from appropriate product divisions and staff offices. These commodity IPTs will assist in the development of the DMAP for their assigned hardware or software. The DMAP will define the IPT planning and development activities required for each commodity to include: depot maintenance activation scheduling and budgeting, workload estimation in direct labor hours, workload repair procedure development, test procedure development and identification of required support equipment, and tooling. The above efforts will be based on the DSOR and on the technical data provided within the program. Each IPT will develop and provide required information necessary to support the DMAWG quarterly meeting agenda to the MAPT Chief. The IPT activity/status will be monitored and reported by the MAPT Chief at each DMAWG meeting.

A2.6. Assumptions:

A2.6.1. Core workload will be accomplished at organic depots using organic resources.

A2.6.2. The PM will plan and program initial non-recurring funding necessary to support depot activation in accordance with public law. Recurring funds will be provided through the normal sustainment process for the program.

A2.6.3. PM will provide financial support to planning and programming efforts to include cost estimating and budgeting for program requirements.

A2.6.4. All contract modifications for procurement of equipment and data are the responsibility of the PM/PSM.

A2.6.5. DMAWG membership will be as identified in section A2.5.

A2.6.6. Depot maintenance personnel resources for performing and managing depot maintenance work at the ALC will be provided by each ALC.

A2.7. Responsibilities:

A2.7.1. **(Insert I.D. Organization for SPM/PM/PSM's and PSI's Squadron)** : Chair or co-chair the DMAWG, provide input to the HQ AFMC POM for depot activation, manage procurement of support equipment and data, follow all security and contract requirements, schedule (at least) quarterly meetings, and address any issues necessary to support depot repair capabilities for *(Insert I.D. System)* depot repairables. Lead the DSOR effort for the program.

A2.7.2. WR-ALC, OC-ALC, and OO-ALC: The MAPT Leads represent the needs of their respective ALC to the DMAWG. They serve on and/or chair MAPTs to assure activation of the depots. Support the DSOR effort for their assigned systems/sub-systems, in accordance with the Candidate Depot Determination (CDD) process and the Technology Repair Center (TRC) concept. Report cost, schedule, and performance for depot activation, as required.

A2.7.2.1. IPTs: Establish IPTs for each commodity and assist in the development of the DMAP to achieve depot activation for each group of repairables, assuring that the requirements of the *(Insert I.D. System)* are complied with. This includes, but is not limited to, determining facility needs, determining support/test equipment needs, ensuring compliance with security requirements, developing training plans and providing skilled manpower as appropriate. The DMAP plans will be provided to the DMAWG for approval. The MAPTs will brief the status of the approved DMAP plans to the DMAWG at least *(Define frequency)*. The MAPTs, together with the PM/PSM, will develop statement of work task and other contract requirements to ensure procurement of all requirements needed to support depot maintenance for assigned workload.

A2.7.2.2. Each IPT will review the associated level of repair recommendations, review and monitor the supportability analyses, develop inputs to a long-range budget for technical data, Support Equipment (SE) and contractor support, assist in SE selection, assist in technical data selection, and recommend priorities to best utilize the available funding. The IPTs will provide inputs to initial DSOR and interservice requirements, and will facilitate site surveys for their commodity areas.

A2.7.3. **(Insert User's MAJCOM)** : Provide user representation and perspective on depot planning, identify potential impacts to operational wings, support depot activation POM inputs and funding, and provide coordination with required MAJCOM organizations.

A2.7.4. Contractors: Participate throughout all DMAWG and MAPT/IPT activities, with the exception of internal USAF funding or contractual issues, as determined by the DMAWG chair/co-chair. Develop and execute contract, or other implementation documents, for their allocated commodity areas by defining all requirements necessary to activate the depot.

A2.8. Depot Maintenance Activation Plan: A principle product and tool for the *(Insert I.D. System)* DMAWG is the DMAP. The DMAWG is responsible for development and

management of the DMAP. The DMAP depicts the events, resources, and schedules required to achieve a depot maintenance capability. An overarching (*Insert I.D. System*) DMAP will be required for systems and equipment requiring depot maintenance. The following are the minimum actions required:

- A2.8.1. Develop and maintain the overarching DMAP for the program.
- A2.8.2. Facilitate SOR decisions.
- A2.8.3. Review activation progress.
- A2.8.4. Provide a forum for resolution of issues.
- A2.8.5. Prioritize projects, as needed, to best utilize the available funding.
- A2.8.6. Assist and champion development of funding requirements for depot support.
- A2.8.7. Conduct meetings (as required) to facilitate communication and maintain cognizance over delivery and depot activation schedules.
- A2.8.8. Ensure that depot activation actions do not impact the contractors' capability to support production and interim repair requirements.
- A2.8.9. Develop ground rules and assumptions for selecting "pilot projects" candidates.
- A2.8.10. Select "pilot projects."

A2.9. DMAWG Administration: Records will be kept and minutes posted on the Enterprise Information Management (EIM) location for (*Insert I.D. System*) DMAP information. Posting notice and link will be forwarded to the established distribution list. All DMAP information will be maintained with a logical taxonomy for direct access as required by members or staff offices.

A2.10. Charter approval period and update: This Charter will be updated as required but will be reviewed and approved annually. The Charter will remain in effect until all (*Insert I.D. System*) depot maintenance activation requirements have been accomplished.

(*Insert Name*)
(*Insert PM/PSM's Group/CC*)

Sign and Date

(*Insert Name*)
(*Insert PSI's Group/CC or V.P./equivalent, if applicable*)

Sign and Date

(*Insert Name*)
76 MXW/OB

(*Insert Name*)
309 MXW/OB

(*Insert Name*)
402 MXW/OB

Sign and Date

Sign and Date

Sign and Date

(Insert Name –Contractor V.P.)
(Insert Company Name and Division)

Sign and Date

Attachment 3

SAMPLE DEPOT ACTIVATION CHECKLIST

Figure A3.1. Depot Activation Checklist

Depot Activation Checklist			
	Yes	No	In-Work
DSOR			
DMAWG			
DMAWG Charter			
Maintenance Activation Planning Team (MAPT)			
Depot Maintenance Activation Plan - Weapon System Level			
Activation Priority List			
Funding			
Group POC			
Group Establishes IPT			
Depot Maintenance Activation Plan - Line Replaceable Unit (LRU)/Shop Replaceable Unit (SRU) level			
Partnering Agreement (if necessary)			
Maintenance Activation Planning Team			
MAPT Leads			
HQ AFMC/A4			
ALC			
Owning Major Command			
Contractor (Non-Voting)			
Review Program Funding			
Check into Funding			
What Kind of Money			
How Much is Available			
Review Funding Dollars (are they adequate)			
Involve Financial Management			
Contact Other ALC Sub-Groups			
Aware of Any Funding Concerns			
Resolve Any Funding Issues			
Develop/Submit Budget			
Budget is Built			
Budget is Submitted			
Forms Required (Military Interdepartmental Purchase Requests)			
Facilities			
Building			
Review Existing/Projected Facilities and Availability			

Produce Office or Shop Layouts			
Determine Facility Requirements			
Identify/Provide Budget Submission Facility Alternatives			
Obtain Funding for Project Engineer			
Possible Shop Rearrangement with Project Engineer			
Security Requirements			
Hazardous Facilities			
Special Work Areas			
Common Administrative Area			
Secure Storage Area			
Shipping and Receiving Area			
Office Space			
Equipment			
Test Equipment			
Common Equipment			
Test Program Sets (TPS)			
Workstations			
Workstation Tooling			
Workstation Computers			
Computers and Computer Peripherals			
Management Computers			
Engineering Computers			
Analyze Existing/Projected Manpower and Availability			
Support for Support Equipment			
Test Measurement, Diagnostic, and Equipment Determination			
Calibration Requirements			
Tooling and Fixtures			
Environmental/Biological/Hazardous Materials/Fuels			
Ensure Support Equipment is Authorized on Table of Allowance			
Test Station Support/Warranty			
Software/Engineering Support			
Analyze Existing/Projected Manpower and Availability			
Tech Data Requirements			
Data Available, Proprietary Data, Re-engineering Requirements			
Technical Data (Program Office/Contractor)			
Identify Technical Data			
Process Technical Data			
In Process Reviews (preliminary reviews)			
Validation			
Verification			
Requisition Technical Data			

Install Technical Data Access Computers			
Distribute Technical Data			
Manpower (OBWW)			
Provide Manning Requirements			
Identify Workload/Timetable Requirements			
Hiring Time			
Available Sources			
Special Skills Needed			
Forms Required			
Signature(s) Required			
Depot Job Descriptions			
Supervisor			
Supply/Inventory Specialist			
Shipping and Receiving Specialist			
Technician			
Test Technician			
Analyze Existing/Projected Manpower and Availability			
Training			
Determine Skill Level of Personnel			
Establish Training Schedule			
Production Shops			
Coordinate Training Dates			
In-house Training/Development			
206 Contractor Temporary Duty			
Establish On-going Training to Maintain Skill Level			
Professional Assessment and Certification			
Quality			
Work with Quality Assurance			
Current Quality Programs Adequate			
Workloading			
Identify Program Manager			
Identify Estimated Workload to Manpower Sub-groups			
Establish Program Control Number (PCN)/Resource Control Center (RCC) Mix in G004C for Permanent Workload			
Update Intelligent Definition Language IDLF/EFF in G004C for the RCCs			
Schedule Express			
Resolve Funding Issues			
Planning			

Identify/ Involve Planner and Scheduler			
Prototype Labor Standard			
206 Prototype			
Repair Parts Provisioning/Forecasting			
Production Requirements			
Production Control Number			
Work Control Documents			
Establish Enhanced Information Support Plan			
Material Requirements			
Full Range Listing			
Computer Requirements			
Identify Cost Class			
Parts and Material Provisioning			
Identify/Involve Material Support Specialist			
Spare Requirements			
Initiate Paperwork			
Initiate /Set Special Levels			
Identify and Expedite Critical Items			
Stocklist Spare Parts			
Order Spare Parts			
Identify Hazardous Direct/Indirect			
Coordinate AFMC 521 for Shop Authorization for Hazardous Material			
Obtain Hazardous Material			
Support Equipment Material			
Establish Shop Material Support Procedures			
Determine Space Requirements			
Obtain Additional Storage Area (if necessary)			
Time to Declare Organic Repair			
Information Assurance Strategy Document Must be Completed and Signed Before Turning Over to Sustainment			
Perform a Maintenance Demo			
Validation/Verification			
Schedule Meeting with Shop Manager, Scheduler, Planner, Workloader Turn Work Over to Shop; They Sign Agreement that Work is Now in Their Possession. Sign Certificate of Completion-Turning Workload Over to Sustainment			
Fill Out a Certificate of Completion (COC)			
Report Completion to Division Director			
Activation Complete			

Attachment 4

SAMPLE DEPOT MAINTENANCE ACTIVATION PLAN

(Insert System Name.)

Depot Maintenance Activation Plan (DMAP)

A4.1. Executive Summary. The *(Insert name of System)* Depot Maintenance Activation Plan (DMAP) is a consolidated top-level plan that incorporates an IMS designed to systematically prepare and introduce all depot level maintenance workload into the designated Air Logistics Centers (ALCs) or other designated facilities. The activation effort includes standing up system and DLR capability and related software maintenance and integration/test facilities. The DMAP is a living document and will be updated as needed, presented, and approved at each Depot Maintenance Activation Working Group (DMAWG) meeting and will be based on funding targets as provided by the Program Manager (PM). The DMAWG chair/co-chairs are the approving authorities.

A4.1.1. Parties involved in the formulation or review of the DMAP and IMS may include the PM/PSM, PSI, and functional team, the ALC Maintenance Wings (MXW), the prime contractor, joint service and the Defense Logistics Agency (DLA). Detailed activation plans and schedules, which track activation events down to the DLR and associated requirements to ensure DLR capability at each designated Source of Repair (SOR).

A4.1.2. Add brief description of updated information each time the DMAP is updated.

A4.2. Purpose. The purpose of this plan is to establish organic depot maintenance capability at designated SOR in a timely and efficient manner in accordance with public law. Advance planning and preparation identifies funding requirements, delivery of data, and resource (facilities, personnel, & equipment) acquisitions are complete prior to the introduction of the projected workload. Depot maintenance activation planning must be an orderly and disciplined process for all DLR requirements. To standup depot repair capability, it is essential to develop plans that address the multiple activities and resources required to stand up depot repair. All personnel involved in DMAP activities will utilize depot activation plans to direct activities, and quantify progress of the depot activation efforts.

A4.2.1. The DMAP is the overarching document that articulates the Program's plan to execute the entire depot activation effort. The actionable element of this plan is the Integrated Master Schedule (IMS). It presents a graphic overview of the *(insert I.D. System)* Depot Activation Team's vision of the time-phased activation execution effort.

A4.2.2. Overall, the DMAP: (1) Charts the course of the Depot Activation Effort; (2) Supports POM development and other resourcing decisions; (3) Supports allocation of 30XX BPXX (depot activation) funds; and (4) Presents a consolidated view of the scope, execution effort, and sequence of depot activation.

A4.3. Requirements. The outcome of the DMAP is a successful capability for all DLR requirements to support weapon system availability.

A4.3.1. Overall Assumptions:

A4.3.1.1. DMAP will ensure compliance with Title 10 USC §2464 and §2466.

A4.3.1.1.1. All workloads declared core candidates will be assessed.

A4.3.1.2. All DLR workloads are scheduled to be assessed and a workload specific activation plan developed for approved workloads no later than IOC+4 years.

A4.3.2. All planned, implemented, and funded Depot Maintenance workload will be established under the requirements set forth in the Life Cycle Management Plan (LCMP) and Life Cycle Sustainment Plan (LCSP).

A4.3.2.1. Detailed workload specific activation plans will supplement the DMAP as required for approved workloads.

A4.3.2.2. The PM/PSM will plan and program initial non-recurring funding necessary to support depot activation in accordance with public law. Recurring funds will be available through the normal sustainment process for the program.

A4.3.2.3. The PM/PSM governance will provide financial support to planning and programming efforts, to include cost estimating and budgeting for program requirements.

A4.3.2.4. Via the Maintenance Activation Planning Team (MAPT), each affected ALC will provide depot maintenance personnel for performing and managing depot activation at the designated SOR.

A4.3.2.5. The DMAP IMS is a living document, updated and reported at each DMAWG.

A4.4. Guiding Documentation.

A4.4.1. Title 10 USC §2464 – the “Core.”

A4.4.2. Title 10 USC §2466 – the “50/50.”

A4.4.3. AFI 21-102 1994, *Depot Maintenance Management*.

A4.4.4. AFI 63-101, *Acquisition and Sustainment Life Cycle Management*.

A4.5. DMAWG. The PM/PSM and PSI organized a Depot Maintenance Activation Working Group (DMAWG) and issued a DMAWG charter to govern all depot activation. The DMAWG Charter, signed by the Leadership of each Core Member and the ALC Commander established the organization and vision for activating repair capability in ALC depots. The DMAWG is responsible for systematic and orderly development of a depot maintenance capability to support the projected workload through completion. Accordingly, the DMAWG will manage depot activations with detailed and defined applicable program documents as listed.

A4.5.1. **(Insert list of applicable documents.)**

A4.6. DMAWG Structure. The DMAWG established Maintenance Activation Planning Teams (MAPTs) consisting of MAPT Chiefs at the ALCs and consultants from the Contractor and DLA. The ALC MAPT Chiefs are the single point of contact for all ALC requirements. The MAPTs set up and manage individual Integrated Product Teams (IPTs) which are responsible for planning and standing up each workload in the depot identified in the Depot Source of Repair process (DSOR) for the subject workload. The MAPT IPTs will consist of a matrix of depot and contractor personnel.

A4.7. Depot Maintenance and Support Concept. *(Include summary as defined by the system/component LCSP -- i.e., CSWS, Organic, Partnering, TSPR, etc.)*

A4.8. Depot Assessments Process.

A4.8.1. Three Step Approach – Joint Team Developed.

A4.8.1.1. Technical Review.

A4.8.1.1.1. Engineering review of DLRs, drawings, specs, and processes.

A4.8.1.1.2. Identification of equipment, facilities, and data needed.

A4.8.1.1.3. Gap analysis against existing ALC capability.

A4.8.1.1.4. Define activation requirements.

A4.8.1.2. Management Review.

A4.8.1.2.1. Roles and responsibilities of the partners.

A4.8.1.2.2. Parts flow and routing, engineering, support, etc.

A4.8.1.2.3. Maintenance Concept.

A4.8.1.2.4. Business structure.

A4.8.1.3. Workload Analysis.

A4.8.1.3.1. Quantify expected depot workload.

A4.8.1.3.2. Estimates for ALC activation and reoccurring operations.

A4.8.1.4. Consider qualitative factors.

A4.8.1.4.1. Title 10 USC, technology insertion, etc.

A4.8.1.5. Steps run concurrently, iteratively, cross-flow of information.

A4.9. Core and 50/50. It is a goal of the Activation and Sustainment program to assist the USAF in meeting core, 50/50, and public/private workload requirements for the Government depots. The MAPT will present best value recommendations to the PM/PSM, who is responsible for the final decisions for each workload.

A4.9.1. (Include core hours.)

A4.9.2. (Include 50/50 breakout.)

A4.10. Annual Workload and Activation Summary Schedule. The following charts show the forecasted depot workload and the top-level activation schedule for each. The detailed schedule breakdown is in the schedules section.

A4.10.1. (Add Chart: Forecast Depot Workload Hours by Technology Group and SOR.)

A4.10.2. (Add Chart: Forecast Depot Labor and Material Cost by Technology Group and SOR.)

A4.10.3. (Add Chart: Summary Schedule by Technology Group and SOR.)

A4.11. Workload Estimates and Prioritization Criteria.

A4.11.1. The primary criteria utilized to prioritize the activation schedule are: 1) Systems with the most work; 2) Impact to Title 10 USC §2464—Core (hours) and §2466—50/50 (dollars); 3) Funded and unfunded; and 4) Improvements to repair cycle time.

A4.11.2. The DLRs are grouped by DSOR categories and divided into manageable assessment groups and then ranked by projected workload projected to a steady state (force structure and flying hour) and out year requirements profile. The DLRs then get screened/filtered for non-workload reasons that affect prioritization.

A4.11.3. The screening/filtering criteria are (at a minimum):

- A4.11.3.1. Funded and unfunded.
- A4.11.3.2. Preferred spares.
- A4.11.3.3. Modification planned.
- A4.11.3.4. Superseded part numbers.
- A4.11.3.5. System stability.
- A4.11.3.6. Similarity to existing depot repair capability.
- A4.11.3.7. SE complexity.
- A4.11.3.8. Facilities investment requirements.
- A4.11.3.9. Significant training requirements/Repair complexity.
- A4.11.3.10. IMS requirements/status.
- A4.11.3.11. DMS issues.
- A4.11.3.12. Design maturity.
- A4.11.3.13. Supplier analysis.
- A4.11.3.14. Production impacts.

A4.11.4. The resulting groups are then sequenced for Title 10 USC impact.

A4.11.5. Groups are prioritized by the availability of resources to complete the activations: funding targets, personnel availability, and the ability to manage assessments and activation.

A4.12. Workloads and Schedules consist primarily of Aircraft Maintenance, Depot-Level Repair (DLR), and Software. *(Insert whatever technology groupings make up the program.)*

A4.12.1. Aircraft Maintenance. This workload involves activation of the depot for performing air vehicle modifications, inspections, and repairs, which require significant aircraft downtime.

A4.12.1.1. Workload Capability and Capacity. *(Express in terms of required Capability and Capacity to support the projected peak year schedule.)*

A4.12.1.2. Schedule. *(Insert IMS.)*

A4.12.2. DLR. Each DLR will undergo an assessment performed by the MAPT to determine the most efficient way to establish repair capability at the government depot. They will be assessed in like groups in order to minimize the total time and the costs of performing the assessments. The MAPT will present a best value case to the DMAWG as a concluding action of each assessment. The PM/PSM decides whether to proceed with activation of the workload at the Government depot.

A4.12.2.1. Workload Capability and Capacity. *(Express in terms of required Capability and Capacity to support the projected peak year schedule.)*

A4.12.2.2. Schedule. *(Insert IMS.)*

A4.12.3. Software Maintenance. *(Insert brief description and maintenance strategy.)*

A4.12.3.1. Workload Capability and Capacity. *(Express in terms of required Capability and Capacity to support the projected peak year schedule.)*

A4.12.3.2. Schedule. *(Insert IMS.)*

A4.13. Roles and Responsibilities.

A4.13.1. System Program Manager/Program Manager (PM)—DoDD 5000.01 designated individual with responsibility for and authority to accomplish program objectives for development, production, and sustainment to meet the user's operational needs. The PM for sub-systems shall support overall system objectives as required by the SPM. The SPM/PM for acquisition programs shall be accountable for credible cost, schedule, performance, and materiel readiness to the Milestone Decision Authority (MDA). Acquisition Category (ACAT) I, ACAT IA, and ACAT II SPM/PM shall be chartered by the Service Acquisition Executive (SAE) and the Program Executive Officer (PEO). Delegated ACAT II and III PM shall be chartered by the PEO or Designated Acquisition Officials (DAO). The PM for sustainment programs shall be accountable for credible cost, schedule, performance, and materiel readiness to the AFMC/CC or designee (AFI 63-101).

A4.13.2. Functional Support —The SPM/PM leads the program organization in executing the mission. Each functional representative within the program, irrespective of location or whether that person supports the program on a full-time or part-time basis, should report to and take program direction through the SPM/PM. Functional staffs external to the program office are not accountable for program execution; they are responsible for providing trained human resources and advice to the SPM/PM. When applicable, the SPM/PM shall include the following positions when documenting the execution chain of authority. Other functional positions may be included at the SPM/PM's discretion.

A4.13.3. MAPT Chiefs—Single point of contact for all ALC requirements and co-chairs the assessments and activations with the other core members. Provides DLR assessment and activation schedule input. Coordinates resources and assimilates depot requirements from the ALCs for support of the assessment and activations.

A4.13.4. MAPT—Oversees the assessment and activation processes for all the workloads at a specific ALC. The team consists of the MAPT chief of the respective ALC and contractor lead.

A4.13.5. MAPT IPT—A joint ALC/Integrated Product Team which performs individual workload assessments and activations.

A4.13.6. Product Support Manager (PSM) —The individual with functional responsibility for the sustainment portion of a system's life cycle in support of a SPM/PM. See AFI 63-101 for a description of specific duties.

A4.13.7. Development System Manager (DSM)—The DSM is an individual with functional responsibility for the development portion of a system's life cycle and in support of a SPM/PM.

A4.13.8. Chief/Lead Engineer—The Chief/Lead Engineer is the SPM/PM's designated technical authority in the disciplined execution of the Systems Engineering (SE) process, including development of the Systems Engineering Plan (SEP). The Chief/Lead Engineer is responsible to the SPM/PM to establish, implement, manage, and control SE activities necessary to develop and field robust products and systems that exhibit attributes of system security, Operational Safety, Suitability, and Effectiveness (OSS&E), and Mission Assurance.

A4.13.9. ALC Management—Approves ALC participation and actions and supplies resources for assessment and activation processes. Ensures timelines for these activities are achieved.

A4.13.10. Other Functional Support— Other functional support consists of individuals performing program execution activities in support of a SPM/PM. This includes, but is not limited to, engineering, financial management, contracting, legal review and analysis, logistics, sustainment, intelligence, test, and project management.

A4.14. Acronyms and Terms. *(Insert Here)*

Attachment 5

SAMPLE DEPOT-LEVEL REPAIR (DLR) INTEGRATED MASTER SCHEDULE (IMS)

Figure A5.1. Sample Depot-Level Repair (Dlr) Integrated Master Schedule (IMS)

Task Description	Date Req by SOR <i>Avg Lead Time</i>	Funded	EDD	Received
Partnership Agreement	<i>3 to 6 months</i>			
Implementation Agreement	<i>6 to 12 months</i>			
Facilities				
MILCON	<i>1 to 5 years</i>			
Minor Construction (MC)	<i>3 to 6 months</i>			
Modification of Existing Layout	<i>10 to 30 days</i>			
Special Test Equipment Requirements				
STE Decision and Direction	<i>18 to 24 months</i>			
STE Modification/Augmentation/Purchase	<i>12 to 18 months</i>			
Deliver STE	<i>60 to 90 days</i>			
Finalize STE Support/Warranty Support	<i>90 to 180 days</i>			
STE Certification of Modifications/Augmentations/Purchase	<i>30 to 60 days</i>			
Test Program Set (TPS) Development				
Conduct Test Program Development	<i>12 to 18 months</i>			
Final Acceptance (Validate and Verify) Procedures by SOR ALC	<i>30 days</i>			
Procedures Accepted by SOR ALC	<i>15 to 30 days</i>			
Spares				
Provisioning Conference	<i>12 to 18 months</i>			
Parts Lay-in	<i>3 to 6 months</i>			
Support Equipment (SE)				
Conduct SE Gap Analysis	<i>18 to 24 months</i>			
Identify/Procure SE Delta	<i>12 to 18 months</i>			
Deliver Support Equipment	<i>60 to 90 days</i>			
Finalize SE Support/Warranty Support	<i>90 to 180 days</i>			
SE Certification of Modifications/Augmentations/Purchase	<i>30 to 60 days</i>			
Technical Publications				
Technical Manual Contract Requirement (TMCR)	<i>12 to 18 months</i>			
Deliver Technical Publications to ALC	<i>60 days</i>			
Training				
Conduct Course	<i>30 to 60 days</i>			
Engineering Support				
Contractor Provide Engineering Support	<i>12 months</i>			
Conduct Preliminary First Article Repair	<i>30 to 60 days</i>			
Certify Support Element Ready for ALC	<i>30 to 60 days</i>			

Repair Capability				
First Article Repair				
Validate and Verify First Article Repair	<i>15 to 30 days</i>			
(Insert ALC) Certified as Source of Repair	<i>0 days</i>			

Attachment 6

DEPOT ORGANIC CAPABILITY LETTER

Figure A6.1. Depot Organic Capability Letter



DEPARTMENT OF THE AIR FORCE
 HEADQUARTERS AIR FORCE MATERIEL COMMAND
 WRIGHT-PATTERSON AIR FORCE BASE OHIO

(Date)

MEMORANDUM FOR MXW/OB
 (Program Office)
 IN TURN

FROM: MXW/OBP
 XXXX Street
 XXXXX AFB, ST XXXXX-ZIP

SUBJECT: (Part Nomenclature) Depot Organic Capability Letter

1. This memorandum provides official notification that all known requirements for establishing organic capability to repair the listed item(s) has been verified. Documentation is attached for your review.

LCN	Nomenclature	P/N	NSN	TO #
XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX-3 XXXXXXXX-4

2. Our Maintenance Activation Planning Team (MAPT) Chief POC is: (Name)

JOE E. DEPOT
 Chief, Depot Activation
 XXX MXW/OBP

Attachment:
 Depot Activation Checklist

cc:
 (Group Commander)