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AIR FORCE MATERIEL COMMAND**

**AIR FORCE MATERIEL COMMAND
INSTRUCTION 63-104**

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Acquisition

**ORGANIC DEPOT MAINTENANCE OF
AEROSPACE VEHICLE
REQUIREMENTS DEVELOPMENT
AND SUPPORTABILITY**

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This publication implements Department of the Air Force Policy Directive (DAFPD) 63-1/20-1, *Integrated Life Cycle Management*, and provides directive guidance for Air Force (AF) acquisition and sustainment Integrated Life Cycle Management framework and requirements and supportability processes for Air Force systems, subsystems, end items, services and activities. This publication implements directive guidance for maintenance management at the Air Force Materiel Command (AFMC) Center's Organic Depots as it applies to aircraft and associated aerospace equipment. This publication applies to all AFMC military and civilian members and those with contractual obligation to comply with Air Force publications. This publication does not apply to United States Space Force, Air Force Reserve Command (AFRC), or Air National Guard units. If an AFRC unit is assigned or associated with AFMC, where AFMC is the lead, this guidance is applicable to the AFRC unit. As applicable, AFMC Centers will develop supplements to implement the requirements of this instruction at their level and coordinate them with the Office of Primary Responsibility (OPR) of this instruction for review and approval before publishing. Supplements and addendums to this instruction will be written in accordance with (IAW) Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*, and must be provided to the OPR of this publication for review and approval prior to publication. Supplements are submitted to Air Force Materiel Command, A4/10 at: HQ AFMC.FrontOfficeStaff@us.af.mil. Only current and verified technical data, as authorized by Technical Order (TO) TO00-5- 1, *Air Force Technical Order System*, will be used for depot maintenance (DM). Requirements in this publication apply to contractors only when the applicable requirements are expressly incorporated into the contract, grant, or other binding agreement. Refer recommended changes and questions about this publication to the OPR using Department of the

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Chapter 1

INTRODUCTION

1.1. Applicability. These processes apply to Air Force Sustainment Center (AFSC), Air Force Life Cycle Management Center (AFLCMC) and Air Force Nuclear Weapon Center (AFNWC) organizations requiring organic depot maintenance (DM) and the Air Force Organic Industrial Base (OIB) DM providers. Chapters on Engineering Requirements Review Process (ERRP), Bill of Work (BOW), Maintenance Requirements Supportability Process (MRSP), Work Specification (Work Spec), Depot Customer Workload Agreement (DCWA) and Fixed Price Worksheet (FPWS) are only applicable to aircraft and missiles utilizing the following appropriations:

1.1.1. Operations and Maintenance 3400 Sustainment funds.

1.1.2. Research, Development, Test, and Evaluation 3600 funds.

1.1.3. Procurement 3010 (Aircraft) and 3020 (Missiles) funds.

1.2. Overview.

1.2.1. The annual cycle of defining, developing, and validating new or existing supportable maintenance tasks involves interconnected processes known as Requirement Development and Supportability (RDS). Stage one of RDS involves defining new tasks and updating existing tasks. Stage two involves building hours for new tasks and adjusting hours associated with existing tasks. Stage three involves the validation of the hours for each active maintenance task to produce a validated depot maintenance requirement by FY. This defined supportable requirement will result in a work specification or statement of work. Work specifications and Statements of Work (SOW) are of key importance in securing maintenance services under the AF depot maintenance concept and are the most critical documents in maintenance negotiations. Work specifications and SOW are developed and file maintained within an official IT system of record. They are prepared for supporting organic workload agreements, contract depot maintenance, and interservice agreements. NOTE: Work specifications are not authoritative technical manuals and are not used to perform depot-level maintenance. The work specifications govern the scope of maintenance and state the depot maintenance required to be performed on government equipment. RDS consists of six dedicated sub-processes which begin with the ERRP, triggered by identification of a technical issue requiring engineering resolution, including definition and development of engineering tasks for mx to execute. The BOW identifies the operations and verifies the man-hours required to execute tasks that are approved in the ERRP. The MRSP assesses the risk profile associated with the execution of each maintenance task. Approved tasks are formalized into a Work Spec, forming the DCWA basis for workload agreements between the organic depot and the customer. Finally, the FPWS establishes the agreed-upon work between the Weapon System Program Manager (PM) and Air Logistics Complex (ALC) Maintenance Group by tail number or serial number. The successful completion of these connected processes yields significant benefits to all requirements planning, ensuring that all maintenance tasks are valid, well-defined, and supportable. The emphasis on detailed documentation throughout each stage fosters transparency and promotes clear understanding and alignment among all stakeholders involved in these processes.

1.2.2. Once the Requirements Determination Schedule (RDS) is completed and approved by the Chief Engineer, it transitions directly into execution year processes, such as the Resource Requirements and Depot Determination (R2D2). R2D2 is HQ AFMC's annual two-phase process for planning the resources needed to support projected funded organic depot maintenance workload, normally for the next two fiscal years. In Phase 1, Requirements Review (R2), AFMC aggregates funded organic depot-level maintenance requirements. In Phase 2, Depot Determination (D2), the Air Force organic industrial base (OIB) uses that forecast to build a manpower and capability plan. The process helps ensure the OIB has the right size, skills, and competencies to support the Air Force-funded organic workload forecast. All R2 and D2 forecast positions will be communicated to R2D2 stakeholders via the Yearly Organizational Distribution Allocation (YODA) worksheet following AFMC Commander (AFMC/CC) Budget Estimate Submission (BES)/approval.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. HQ AFMC/A4/10, Air Force Materiel Command Directorate of Logistics, Civil Engineering, Force Protection and Nuclear Integration will:

- 2.1.1. Provide a single Point of Contact (POC) for CAM activities and R2D2 deliverables.
- 2.1.2. Ensure the R2D2 process develops a supportable manpower capability plan (including skills, facility, equipment, special tooling, etc.)
- 2.1.3. Develop and distribute R2D2 annual schedule.
- 2.1.4. Develop R2D2 Metrics.
- 2.1.5. Host R2 Enterprise Stakeholder Review Group (ESRG).
- 2.1.6. Provide D2 briefing templates to AFSC Logistics, Operations, and Civil Engineering (AFSC/A3/4) Director for inclusion as backup material during the AFMC/CC BES approval brief.
- 2.1.7. Deliver YODA template to AFSC/A3/4.
- 2.1.8. Deliver completed YODA worksheet to R2D2 stakeholders.
- 2.1.9. Provide Center POCs meeting invites for D2 and Senior Leadership for BES approvals.
- 2.1.10. Provide R2D2 and Other Funded Customer Orders (OFCO) stakeholder training upon request.
- 2.1.11. Post R2D2 decision documents on the HQ AFMC R2D2 SharePoint (SharePoint ®™).
- 2.1.12. Provide R2 iterative workload files, as required.
- 2.1.13. Provide a single POC to coordinate OFCO activities.
- 2.1.14. Provide OFCO Annual Guidance, schedule, and training resources.
- 2.1.15. Task AFSC to deliver Public-Private Partnership (PPP) depot rates with the annual Consolidated Sustainment Activity Group–Maintenance (CSAG-M) planning rates and factors data to support the OFCO process.
- 2.1.16. Maintain a SharePoint repository for depot induction schedules.
- 2.1.17. Deliver an OFCO briefing to the R2 ESRG.
- 2.1.18. Update OFCO funded requirement file if applicable Fiscal Year (FY) President's Budget rate is received before OFCO Functional Review Group (FRG), and drives +/- 5% change in total portfolio value.
- 2.1.19. Ensure file maintainers are directed to utilize the appropriate Sustainment Planning, Execution, and Reporting System (SPERS) AF Process modules during OFCO file maintenance.
- 2.1.20. Provide stakeholders with a weekly progress review file during OFCO file maintenance.

2.1.21. Co-chair OFCO FWG.

2.1.22. Ensure historical and current-year performance data, depot induction schedules, and feedback from relevant stakeholders are weighed to adjudicate 100% of funded orders prior to the OFCO FRG.

2.1.23. Issue and manage OFCO action items.

2.1.24. Compile recommendations to the OFCO FRG for all workloads not adjudicated during virtual adjudication or the FWG.

2.1.25. Produce the initial OFCO Funded Requirement file following the OFCO FWG.

2.1.26. Chair and approve the final OFCO Funded Forecast file for R2D2 submission during the OFCO FRG.

2.1.27. Produce the final OFCO Funded Requirement file no more than five business days following the FRG.

2.1.28. HQ AFMC/A4/10-EN is designated with overall functional responsibility for ERRP, BOW, MRSP, FPWS, DCWA, and Work Spec. **HQ AFMC/A4/10-EN will:**

2.1.29. Ensure the development and implementation of standardized processes, procedures, and responsibilities for the following processes: ERRP, BOW, MRSP, Work Spec, and FPWS.

2.1.29.1. Provide enterprise-level oversight to ensure consistent application of technical standards and policies across ERRP, BOW, MRSP, and FPWS processes in accordance with Air Force directives and Technical Orders (TOs).

2.1.29.2. Retain final authority to approve overarching policy, process frameworks, and enforcement mechanisms while delegating day-to-day decision-making and execution of engineering requirements, risk assessments, and mitigation plans to designate Center and Program Office representatives.

2.1.29.3. Establish and charter the Aging Fleet Integrity and Reliability Management (AFIRM) Functional Requirements Board (FRB) as a governance forum to oversee adherence to standardized processes and resolve escalated issues.

2.1.29.4. Provide the FRB Chair or designee to facilitate meetings.

2.1.29.5. Utilize subject matter experts from Centers and Program Offices to present detailed technical analyses and recommendations.

2.1.29.6. Ensure data collection and update responsibilities reside with Centers and Program Offices. Support Centers and Program Offices to prepare summary reports highlighting key indicators and risks for headquarters review as needed.

2.1.29.7. Conduct periodic reviews and coordination with Centers to monitor platform plans and Product Support Engineering Review outputs without directly managing individual maintenance requirements.

2.2. Air Force Materiel Command Financial Management (HQ AFMC/FM) Directorate will:

2.2.1. Provide approved CSAG-M Program Objective Memorandum (POM) organic rates and factors table to support R2D2.

- 2.2.1.1. Provide draft rates and factors if approval is delayed IAW R2D2 Master Schedule.
- 2.2.2. Collaborate with AFSC/A3/4 to determine BES approval date and share finalized dates with R2D2 stakeholders.
- 2.2.3. Attend the R2 ESG and provide briefing materials when applicable.
- 2.2.4. Act as the Action Officer for the BES approval briefing to AFMC/CC and ensure respective Senior Leaders are invited.
- 2.2.5. Incorporated D2 backup material with BES brief, to include total cost estimate to meet forecasted DM requirements (i.e. manpower, skills, facility, equipment, special tooling, etc.), as needed.
- 2.2.6. Provide a single POC to coordinate OFCO activities.
- 2.2.7. Represent the HQ AFMC/A4/10 financial position/perspective on aspects of the OFCO Funded Requirement file.
- 2.2.8. Provide perspective on Air Force Working Capital Fund and budget risks relative to OFCO.
- 2.2.9. Support the PPP Implementation Agreement rate validation and application process for OFCO.
- 2.2.10. Co-chair OFCO FWG.

2.3. Air Force Materiel Command (AFMC) Centers will:

- 2.3.1. Support HQ AFMC/A4/10 in the development and publishing of standardized processes, procedures, responsibilities, and training for ERRP, BOW, and MRSP while ensuring Operational Safety, Suitability, and Effectiveness (OSS&E) requirements and standards are met and not compromised.
 - 2.3.1.1. Appoint Lead Requirement Development & Supportability POCs to act as liaisons and collaborate with AFMC to support the execution of requirements outlined in this guidance.
- 2.3.2. Collaborate with applicable centers to develop and implement guidance outlining Requirement Collaborative Functional Team (RCFT) including, at a minimum, Program Office (PO) (e.g., Engineering Requirement Review (ERR) Manager, engineering, Equipment Specialist (ES), logistics specialists, and MRSP Lead), maintenance production specialists (e.g., aircraft mechanics, production, or process engineering technicians), and Industrial Engineer Technician (IET) Maintenance Planner (e.g., Planning Chief). As needed, include Supply chain partners and additional stakeholders (Commodities Maintenance Group (CMXG) and Missile Maintenance Group (MMXG)).
- 2.3.3. AFLCMC and AFNWC program POCs will support HQ AFMC/A4/10 in the development and implementation of guidance outlining the PO Requirements Development Team roles and responsibilities to:
 - 2.3.2.1. Ensure the MRSP Lead works directly with DM, IET Planning Chief, and Supply Partners to ensure proper requirements development and MRSP execution.
 - 2.3.2.2. Ensure the ERR Manager oversees, manages, and facilitates the ERRP.

2.3.2.3. Ensure the PO Requirements Development Team functional members include, at a minimum, Aircraft and Missile Requirements (AMR) Manager, Work Spec File Maintainer, Engineering Requirements Review (ERR) Manager, and MRSP Lead.

2.3.3. AFLCMC will assign a DCWA Manager and develop guidance for the DCWA process. See [Chapter 8](#) for additional considerations.

2.3.4. Assign a single office to represent the POs for all R2D2 taskings.

2.3.5. Coordinate PO/Subject Matter Expert (SME) representation as required for R2D2 meeting/briefings.

2.3.6. As applicable, ensure Center supplemental guidance for R2D2 and OFCO is updated annually

2.3.7. Ensure Center leadership receives updates and final HQ AFMC/A4/10 approved R2 position.

2.3.8. Attend and provide briefing materials for R2 ESG.

2.3.9. For WSS requirements, ensure POs communicate requirement changes following D2 approval through the CAM Requirement and Planning/Programming processes. For OFCO requirements, all change requests will be accomplished through respective ALC Directorate SOR POC.

2.3.10. Oversee organization's adherence to OFCO Annual Guidance and Schedule.

2.3.11. Represent the POs for OFCO activities.

2.3.12. Ensure their stakeholders complete all requirements for the PCN data review using attachments provided by HQ AFMC/A4/10 within the OFCO Data Call Tasking.

2.3.13. Utilize the OFCO Progress Review file to monitor SPERS File Maintainer (SFM) milestones based on annual OFCO schedule and tasking.

2.3.14. Ensure OFCO SFMs complete the applicable SPERS AF Process modules in support of OFCO data call tasking.

2.3.15. Ensure OFCO Requirement Owner, SFM or FWG designee is prepared to support discussion of historical inductions and forecasted workloads during FWG adjudication.

2.3.16. Ensure depot induction schedules are received in support of OFCO Data Call Tasking.

2.3.17. AFLCMC and AFNWC PMs will manage the FPWS Process and develop the initial FPWS, ensuring standardization across their respective weapon systems, and will coordinate with AFSC throughout the process.

2.3.18. As applicable, Centers will supplement this guidance to support execution of requirements outlined in this policy.

2.4. Air Force Sustainment Center (AFSC) will:

2.4.1. Support HQ AFMC/A4/10 in the development and implementation of guidance outlining the DM Requirements Development Team functional member roles and responsibilities.

2.4.1.1. Ensure the DM Requirements Development Team functional members include, at a minimum, DM Production Groups (e.g., Aircraft Maintenance Group (AMXG), CMXG, MMXG, etc.), Planning and Scheduling, ALC Business Office (ALC/OB), Process Engineer, Production Management, Maintenance Managers, IET Planning Chief, Strategic IET, Operational IET, and Tactical IET.

2.4.1.2. Collaborate to ensure requirements development between DM and PO is fully supported and facilitated. Including the BOW process and the strategic, operational, and tactical level MRSP reviews.

2.4.1.3. Ensure Work Control Documents (WCD) and operations are created to accomplish requirements developed by the PO in the ERRP.

2.4.2. Provide an annual update of the DM Requirements Development Team functional role members to HQ AFMC/A4/10-EN and respective Weapon System PM. These functional roles can be assigned to one or multiple individuals.

2.4.3. Evaluate List of Material (LOM) and projected task start date (received from the PO upon ERR signature) to determine supportability and fidelity of year of planned task execution.

2.4.4. Support the weapon system PM with material supportability task assessment as part of the MRSP and provide results and mitigation plans to applicable centers and HQ AFMC/A4/10-EN.

2.4.5. Participate in annual strategic supportability analysis reviews; capture and provide shortfall requirements to meet workload and translate gap into cost.

2.4.6. Participate in quarterly operational supportability reviews as received by PO that include all known DM requirements to include Pre-Induction Inspection, records review, and aircraft condition data.

2.4.7. Provide stakeholder feedback to ERR Manager regarding Development Packet (DevPac) / WCD accuracy utilizing the ERRP Requirement Tracking Tool.

2.4.8. Conduct initial parts supportability assessment to assist PO in determining the year of the proposed task. Once the start year is agreed upon, complete required coordination and demand signal changes to DLA, IAW AFMCI 23-105, *Planning for Defense Logistics Agency (DLA)-Managed Consumables (PDMC)*.

2.4.9. The 448 Supply Chain Management Wing (SCMW) will leverage its resources to conduct initial parts supportability assessments and quarterly operational supportability analyses on asset availability to assist the PO in determining the year of planned task execution IAW AFMCI 23-105, *Planning For Defense Logistics Agency (DLA) Managed Consumables (PDMC)*."

2.4.10. Review and coordinate on the initial FPWS developed by the PO PM.

2.4.11. Develop and coordinate the final FPWS with PO PM.

2.4.12. Initiate, review, and coordinate on the DCWA developed by the PO PM.

2.4.13. The depot will coordinate with the PO prior to the workload being conducted when depot overhaul, manufacturing, fabrication, and repair practices are found to not align with PO

requirements, affect OSS&E, airworthiness, any integrity program(s), and/or airframe configuration control baseline.

2.4.14. Ensure trend analysis is performed on tasks with unpredictable workload.

2.4.15. Ensure 448 SCMW conduct parts supportability assessments for 448 SCMW managed parts to ensure executable requirements are passed to the ALCs in support of the annual R2D2 Process and in support of AMR reviews.

2.4.16. Update the initial FPWS upon completion of the depot work to produce the final FPWS and will coordinate with the weapon system PM.

2.4.17. Review and coordinate on the Work Spec developed by the PO PM.

2.4.18. Develop and coordinate on the BOW with PO PM.

2.4.19. Ensure workload SMEs attend OFCO FWG to provide appropriate Center perspective and feedback.

2.5. Air Force Sustainment Center, Logistics, Operations, and Civil Engineering Directorate (AFSC/A3/4) will:

2.5.1. Provide a single POC to coordinate R2D2 activities among internal/external stakeholders.

2.5.2. Ensure standardized, repeatable, and documented processes are utilized at each ALC and Software Directorate while integrating HQ AFMC annual guidance into AFSC specific processes.

2.5.3. Ensure data is available to validate R2D2 compliance with Title 10 United States Code § 2472, *Prohibition on Management of Depot Employees by End Strength*.

2.5.4. Provide the final approved Consolidated Sustainment Activity Group-Supply (CSAG-S) Funded Customer Order files to HQ AFMC/A4/10 IAW the R2D2 master schedule.

2.5.5. Coordinate AFSC Requirement Owner, Supply Chain Management, and/or AFSC/SW SME representation for R2 ESRG and D2 approval briefings and annual R2D2 and OFCO hotwash.

2.5.6. Attend and provide briefing materials for R2 ESRG.

2.5.7. Ensure ALCs and Software Directorate utilize the approved Weapon System Sustainment- Depot Purchased Equipment Maintenance (WSS-DPEM), OFCO and CSAG-S files to develop a Manpower and Capability plan during the D2.

2.5.8. Ensure each ALC and AFSC/SW assesses risks associated with historical order generation, carry-over workload, capacity, and manpower capability.”

2.5.9. Provide adjustment traceability and justification by Program Control Number to support R2D2.

2.5.10. Provide HQ AFMC/A4/10 D2 slides and supporting material for use as backup during annual AFMC/CC BES approval.

2.5.11. Oversee ALC OFCO Data Call activities, including but not limited to: SFM responsibilities (including completion of SPERS AF Process modules), dissemination of

Progress Review Files, Business Office for Development (ALC/OBP) coordination of PPP workload forecasts, and overall adherence to OFCO annual guidance and schedule.

2.5.12. Ensure each ALC Business Office for Workload (ALC/OBW) SME reviews applicable depot induction schedules prior to the OFCO FWG.

2.5.13. Ensure an ALC/OBP or ALC/OBW SME represents the interests of PPP customers and non-DAF Requirement Owners during OFCO FWG adjudication.

2.5.14. Support the R2 ESG and coordinate SME attendance.

2.5.15. Submit D2 data in the briefing template provided by HQ AFMC/A4/10.

2.5.16. Ensure HQ AFMC/A4/10, AFMC/FM and Center/CC or designees are invited to the AFSC D2 approval brief.

2.5.17. Inform the Center-level R2D2 POC, the Requirement Owners, and the Process Owner when changes are made to approved R2 or D2 forecasts.

2.5.18. Provide Depot input/output plan for each year under consideration during the R2D2 process.

2.5.19. AFSC/A4F will provide the YODA template and guidance for ALC use.

2.5.20. Provide annual Depot aircraft input/output schedules to HQ AFMC/A4/10.

2.5.21. Submit YODA file via AFMC template IAW R2D2 Master Schedule.

2.5.22. Provide the aircraft output plan to Air, Space and Cyberspace Operations, HQ AFMC/A3/6, HQAFCM.A3.Workflow@us.af.mil, Air Force Reserve Command Resource Integration, HQ AFRC/A4P, HQAFCM.A4P.ResourceIntegration@us.af.mil, and 413FTG.A5.workflow@us.af.mil IAW Memorandum of Agreement between AFSC and the 413th Flight Test Group. An output plan will be provided for each year under consideration during the R2D2 process. A template and accompanying guidance will be provided by AFSC/A4F for ALC's use.

2.5.23. Oversee directorate adherence to OFCO Annual Guidance and Schedule.

2.5.24. Oversee 448 SCMW OFCO activities, including but not limited to SFM responsibilities and coordination on supply PPP workload forecasts.

2.5.25. Ensure the Requirement Owner, SFM or FWG designee is prepared to support discussion of historical inductions and forecasted workloads during OFCO FWG adjudication.

2.5.26. Ensure depot induction schedules are received/passed to HQ AFMC Source of Repair (HQ AFMC/A4FD).

2.5.27. Ensure their stakeholders complete all requirements for the OFCO Data Call tasking using attachments provided by HQ AFMC/A4/10 within the tasking.

2.5.28. Utilize the Progress Review file to monitor SFM milestones based on annual schedule and training guide to support the OFCO Data Call tasking.

2.5.29. Ensure SFMs complete the applicable SPERS AF Process modules in support of the OFCO Data Call tasking.

2.5.30. Ensure Requirement Owner designees attend the OFCO FWG when requirements are scheduled for adjudication. The POC may be the designee.

2.5.31. Ensure workload SMEs attend OFCO FWG to provide appropriate Center perspective and feedback.

2.6. Air Force Sustainment Center, Software Directorate (AFSC/SW) will:

2.6.1. Oversee Center-level adherence to OFCO Annual Guidance and Schedule where internal responsibilities are delineated from the AFSC/A3/4 Directorate.

2.6.2. Oversee respective SFM responsibilities, assist OBP coordination of PPP workload forecasts, ensure Test Program Set and Unit Under Test requirements are forecasted, and provide feedback on depot risk and capability.

2.6.3. Ensure workload SMEs attend OFCO FWG to provide appropriate Center perspective and feedback.

2.6.4. Ensure a SWEG SME represents the interests of PPP customers and non-DAF Requirement Owners during OFCO FWG adjudication.

2.6.5. Ensure workload SMEs attend OFCO FWG to provide appropriate SWEG perspective and feedback on depot risk and capability.

2.6.6. Support the R2 ESG and coordinate SME attendance.

2.6.7. Ensure SWEGs utilize the approved WSS-DPEM, OFCO and CSAG-S files to develop a Manpower and Capability plan during the D2.

2.6.8. Ensure each SWEG assesses risks associated with historical order generation, carry-over workload and depot capacity during D2.

2.6.9. Provide HQ AFMC/A4/10 D2 slides and supporting material for use as backup during annual AFMC/CC BES approval.

2.6.10. Submit D2 data within the briefing template provided by HQ AFMC/A4/10.

2.6.11. Submit the YODA file via AFMC template IAW R2D2 Master Schedule.

2.6.12. Report deviations from the planned workload induction and production schedule at least quarterly. Include categorical causation to assist with discerning between supportability factors outside depot control, customer change requests, or depot-related factors.

2.7. Air Force Sustainment Center, Financial Management and Comptroller Directorate (AFSC/FM) will:

2.7.1. Collaborate with internal AFSC stakeholders, HQ AFMC/A4/10 and HQ AFMC/FM to deliver the combined organic and PPP planning rates and factors data set, and approved President's Budget depot rates and factors per R2D2 and OFCO annual guidance schedules.

2.7.2. Assign a single POC to coordinate R2D2 and OFCO taskings and attend the R2 ESG.

2.7.3. Represent AFSC's financial position/perspective on Center aspects of the OFCO Funded Requirement file, to include resolving issues associated with rates.

2.7.4. Collaborate with HQ AFMC/A4/10 and HQ AFMC/FM to schedule BES pre-briefings prior to AFMC/CC approval.

2.8. Weapon System Program Manager (PM) will:

- 2.8.1. Ensure ERRP, BOW, MRSP, DCWA and FPWS are resourced and accomplished.
- 2.8.2. Collaborate with the Chief Engineer (CE) to determine maintenance tasks to include in the annual DevPac reviews.
- 2.8.3. Assign PO Requirements Development Team functional member roles to accomplish their respective tasks. These functional roles can be assigned to one or multiple individuals.
- 2.8.4. Provide an annual update of the Requirements Development Team functional role members to HQ AFMC/A4/10-EN and respective ALC/OB. These functional roles can be assigned to one or multiple individuals.
- 2.8.5. Resolve complex maintenance concerns to ensure scheduled maintenance tasks, hours, and narratives are updated annually.
- 2.8.6. Provide quarterly requirements development status updates to Program Executive Officer (PEO) and ALC/OB using standardized requirements development process tools and metrics.
- 2.8.7. Develop and coordinate the initial FPWS with DM.
- 2.8.8. Review and coordinate on the final FPWS developed by DM.
- 2.8.9. Ensure the core elements identified below are used to provide an accurate and fully defined maintenance task requirement: **(T-3)**
 - 2.8.9.1. Ensure that requirement DevPacs will be available and signed 18 months prior to execution. **Exception:** Safety of Flight and/or critical changes which have been deemed necessary and have been properly vetted by the PM, in conjunction with Chief EN, and requirement stakeholders.
 - 2.8.9.2. Ensure operations accomplished for a given task, no later than 18 months prior to year of execution.
 - 2.8.9.3. Complete BOW, DPSH or price out from the ALC.
 - 2.8.9.4. Update master list of required parts/non-parts to be utilized by the SOR and Source of Supply (SOS) during the MRSP.
- 2.8.10. Provide OFCO supportability analysis for modifications and High-Risk Forecasts, specifically: when the analysis was last reviewed, what Sources of Supply were evaluated for parts constraints (448 SCMW, DLA, Original Equipment Manufacturer), and any known supportability constraints.
- 2.8.11. Provide forecasts for the current year plus the next three years of planned inductions.
- 2.8.12. Conduct material supportability task assessment with the AFSC as part of the MRSP and provide results and mitigation plans to applicable centers and HQ AFMC/A4/10-EN.
- 2.8.13. Coordinate with the 448 SCMW to ensure Depot Supply Chain Management (DSCM) conducts initial parts supportability assessments and quarterly operational supportability analyses on asset availability to assist PO in determining the year of planned task execution IAW AFMCI 23-105.

2.8.14. Evaluate the new or updated LOM to perform an initial assessment of availability and identify long-lead items in the ERRP.

2.8.15. Ensure notification when there is a change in future requirements for a DLA-managed consumable item.

2.9. Weapons System Chief Engineer (CE) will:

2.9.1. Serve as the final authority for the technical requirements.

2.9.2. Assign Work Spec Manager to accomplish their respective tasks highlighted in [Chapter 8](#).

2.9.3. Ensure utilization of the DevPac process to fully define, develop, and approve maintenance requirements. (T-3)

2.9.4. Chair the R2 Board during the ERRP.

2.9.5. Utilize a standard ERRP requirements tracking tool to prioritize new and existing maintenance tasks to be worked each year.

2.9.6. Provide prioritized list of new / updated DevPacs to the PO Requirements Development Functional Team annually no later than 15 January.

2.9.7. Identify DevPacs for proposed archival during the upcoming Work Spec cycle.

2.9.8. Ensure a DevPac is associated with every new/amended task having hours assigned and part supportability requirements.

2.9.9. Own the technical definition of maintenance requirements (DevPacs) and technical soundness, completeness, and executability. Leads technical validation of tasks, integrates stakeholders and ensures feasibility; provides final technical data for approval.

2.10. Program Manager and Product Support Manager (PSM) will:

2.10.1. Ensure PO provides a supportability analysis for all decisional Depot Level Repairable items to respective ALCs Software Directorate and R2D2 POC. This information will facilitate additional collaboration with the SOR and AFMC stakeholders before final requirements are delivered for WSS-DPEM, OFCO, and CSAG-S forecasting, as directed by Service guidance. Fully support ALC AMR recurring reviews.

2.10.2. Ensure changes to requirements following R2 approval are immediately communicated through the applicable CAM program office process or OFCO organizational point of contact, as applicable. For WSS requirements, ensure POs communicate requirement changes following D2 approval through CAM requirement and planning/programming processes.

2.10.3. Ensure a designated FWG representative is identified and provided to the Center OFCO POC in time to support OFCO FWG adjudication.

2.10.3.1. Supportability analysis for modifications and High-Risk OFCO Forecasts, specifically: when the analysis was last reviewed, what Sources of Supply were evaluated for parts constraints (448 SCMW, DLA, Original Equipment Manufacturer), any known supportability constraints.

2.10.3.2. Forecasts for the current year plus the next three years of planned inductions.

2.10.3.3. Details to support High-Risk forecasts, specifically any factors that contributed to poor induction performance over the past three years.

2.10.4. Develop and implement comprehensive product support to ensure organic depot maintenance requirements align with overall weapon system product support strategy and optimize depot workload planning and execution.

2.10.5. Participate in the R2D2 process to validate that organic depot capacity and capability planning supports projected weapon system sustainment requirements and operational availability targets.

2.10.6. Assign Sustainment Planning, Execution, and Reporting System Program Control Number (SPERS PCN) module file maintainers to complete duties listed in annual OFCO Data Call guidance.2.10.6. Ensure Work Specs and DCWAs incorporate performance-based logistics and outcome-based sustainment objectives specific to depot maintenance operations.

2.10.7. Participate in the ERRP process by providing product support perspective on proposed maintenance requirements and their impact on overall weapon system sustainment strategy.

2.10.8. Review and coordinate on BOW outputs to ensure depot maintenance task requirements align with supportability analysis and product support planning.

2.10.9. Validate FPWS agreements to ensure they support product support objectives and provide adequate visibility for depot maintenance operations.

2.11. Sustainment Planning, Execution, and Reporting System (SPERS) File Maintainer will:

2.11.1. File maintain OFCO funded organic requirements in SPERS.

2.11.2. Utilize methods and procedures provided in the OFCO training guide for completing tasks. Official SharePoint (SharePoint ®™) Name: OFCO Governance.

2.11.3. Request SPERS user training and assistance from Complex Requirement Manager prior to file maintaining data/information.

2.11.4. Notify the servicing Complex Requirement Manager and Organization POC when transferring responsibilities to another office or SFM in support of OFCO Data Call tasking.

2.11.5. Update applicable requirement forecasts as a minimum and any additional out-years if known in support of OFCO Data Call tasking.2.11.6. Notify AFSC Organization POC if a three-year OFCO forecast is not provided for partnership workloads.

2.11.6. File maintain all funded requirements for applicable FYs IAW Data Item Description DI-MGMT-82309, PPP Funded Organic Workload Forecast.

2.11.7. Non-AFSC SFM: Notify the Requirement Owner to provide Organization POC a depot induction schedule if the OFCO Progress Review file indicates one is required in support of OFCO Data Call tasking.

2.11.8. Consult OFCO training guide for actions required when managing modification workload and High-Driver/High-Risk PCNs and ensure respective Support AF Processes are completed in SPERS in support of OFCO Data Call tasking.

2.11.9. Indicate when file maintenance is complete by utilizing the applicable “OFCO File Maintenance Complete” Support AF Process to support OFCO Data Call tasking.

2.12. Sustainment Planning, Execution, and Reporting System (SPERS) Complex Requirement Manager will:

2.12.1. Act as the SPERS technical SME.

2.12.2. Assist SFMs during the OFCO Data Call period.

2.12.3. Coordinate data requests or updates with respective DM Accounting & Production System leads, to include Job Order Number and PCN updates to support OFCO Data Call tasking.

2.12.4. Notify HQ AFMC/A4/10 when PCNs are not assigned to an SFM.

2.13. Sustainment Planning, Execution, and Reporting System (SPERS) Program Control Number (PCN) Process Owner will:

2.13.1. Enable Air Force Support Processes for the OFCO Data Call.

2.13.2. Provide OFCO PCN attribute data files to HQ AFMC/A4/10 in a format to support the initial OFCO forecast file and all subsequent progress review files.

2.13.3. Update DPEM and PPP rate factor sets in the PCN Module.

2.14. Maintenance Requirements Supportability Process (MRSP) Lead will:

2.14.1. Manage the master list of supportability requirements and maintains accountability for its accuracy and distribution.

2.14.2. Coordinate updates with all stakeholders (ERR Manager, Supply Chain, Depot Maintenance) and leads all strategic, operational, and tactical supportability reviews for alignment and risk mitigation.

2.15. Program Office Engineering First Line Supervisor will:

2.15.1. Serves as the first line of approval for all proposed maintenance tasks, ensuring their technical validity and operational relevance.

2.15.2. Maintain accountability for the initial quality gate before a task enters the formal development process (DevPac creation).

2.16. Program Office Logistics Manager will:

2.16.1. Ensures the logistical feasibility of all maintenance tasks by providing expert input throughout the ERRP and BOW phases.

2.16.2. Maintains accountability for collaborating with engineering and supply chain partners to validate material requirements, confirm support availability, and develop mitigation plans for any logistical constraints.

2.17. Program Office Equipment Specialist will:

2.17.1. Serve as the technical expert on hardware and is accountable for the accuracy of parts, tools, and is accountable through the Program Office Engineering for the accuracy of configuration data within the DevPac.

2.17.2. Collaborates with engineers to develop maintenance requirements and provide input on part obsolescence, sourcing, and reliability risks.

2.18. Program Office Aircraft and Missile Requirements (AMR) Manager will:

2.18.1. Maintain accountability for the accuracy of depot-level maintenance requirements within the official systems of record (e.g., SPERS).

2.18.2. Ensure all approved task data, labor standards, and occurrence factors are correctly documented and maintained, providing a single source for execution.

2.18.3. Ensure full PO support to recurring ALC and Supply AMR reviews.

2.19. Engineering Requirements Review (ERR) Manager will:

2.19.1. Manage the Engineering Requirements Review Process (ERRP) from initiation to approval and is accountable for its efficient and compliant execution.

2.19.2. Tracks all proposed changes, controls the validation of DevPacs, and ensures all tasks are reviewed and approved in a timely and systematic manner.

2.20. Industrial Engineer Technician (IET) Planning Chief will:

2.20.1. Lead the team of IET Maintenance Planners and maintains accountability for the development of the detailed Bill of Work (BOW) and accurate Work Control Documents (WCDs).

2.20.2. Oversee the tactical supportability assessments, coordinate the resolution of constraints, and ensure all maintenance tasks are fully planned and ready for execution.

2.21. Depot Maintenance (DM) First Line Supervisor will:

2.21.1. Provide a critical frontline perspective during the validation of maintenance tasks and maintains accountability for ensuring their realism and executability on the depot floor.

2.21.2. Perform technical data walk-throughs early in the process to identify and mitigate practical execution issues before they impact production.

2.22. IET Maintenance Planners will:

2.22.1. Maintain accountability for translating high-level maintenance requirements into detailed, step-by-step execution plans.

2.22.2. Develops Work Control Documents (WCDs) and validates Bills of Materials (BOMs), to determine labor standards, and conduct non-part supportability assessments at the strategic, operational, and tactical levels.

2.23. Process Engineer will:

2.23.1. Ensures depot maintenance processes are feasible, efficient, and supportable.

2.23.2. Validate work procedures, identify process-related risks (e.g., facility or tooling gaps), and collaborate with planners to ensure mechanics know what tasks to perform and how to perform them.

2.24. Source of Supply (448 SCMW, DSCM Team, DLA, & Contract Sources) will:

2.24.1. Utilize the master list of supportability requirements provided by the PO MRSP Lead to execute MRSP on SOS managed assets including; validate part feasibility and availability, identify at-risk components, and support planning for depot inductions and task execution.

2.24.2. Participate in the Maintenance Requirements Supportability Process. Work to identify, track, and resolve part constraints by participating in root cause analysis, proposing mitigation actions (e.g., substitutes, alternate sourcing, lead time adjustments), and submitting risk summaries and updates to PO MRSP Lead.

2.24.3. Collaborate and coordinate with task stakeholders to ensure depot readiness to include: coordinating with the PO, depot maintenance, and IET planners; supporting RCFTs and handoff meetings; providing updates during operational reviews; and using shared tools such as risk assessment worksheets and DSCM-AT.

2.24.4. Perform ERRP-specific responsibilities as follows:

2.24.4.1. Review the DevPac BOM/LOM early for feasibility.

2.24.4.2. Confirm which items are supportable and which are constrained.

2.24.4.3. Attend collaborative reviews and CFT meetings with the PO, ES, engineers, and planners.

2.24.4.4. Provide risk status by applying initial green, yellow, or red codes to part and non-part items.

2.24.4.5. Submit feedback to the ERR Manage addressing DevPac concerns through the requirement tracking tool and validate material support.

2.24.5. Contribute to forecasting tools (e.g., R2D2) with up to 3-year outlooks. This contribution must include the following:

2.24.5.1. Submit forecasted supportable and unsupportable items.

2.24.5.2. Adjust inputs based on current supply conditions.

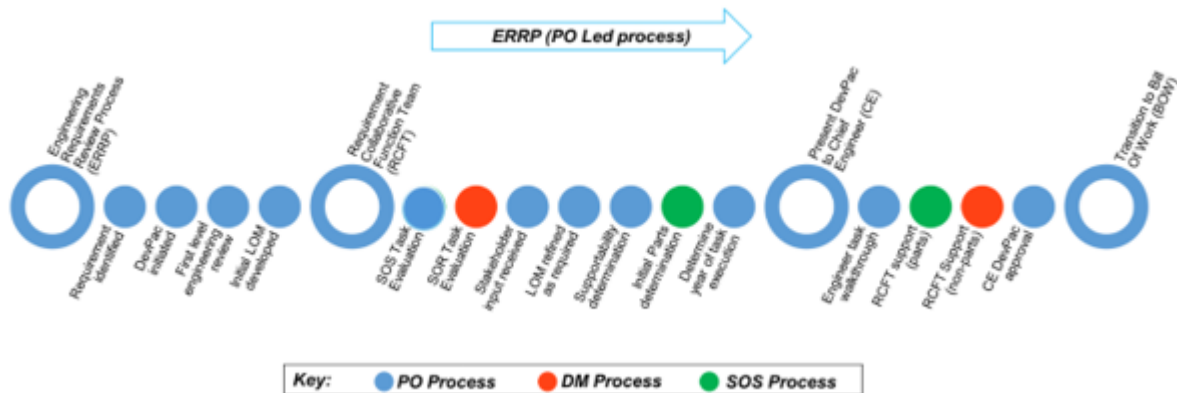
2.24.5.3. Include Public-Private Partnership (PPP) workloads, as applicable, and depot induction schedule forecasting.

Chapter 3

ENGINEERING REQUIREMENTS REVIEW PROCESS (ERRP)

3.1. ERRP and the Engineering Requirement Development Packet (DevPac). Provide a standardized methodology to fully define, develop, and approve a requirement to ensure maintenance tasks are valid with supportability requirements identified upfront. The ERRP drives the generation of new engineering requirements from conception through approval by providing justification with fully developed supportability requirements. The PO must use the ERRP to define and track all maintenance requirements IAW with the process outlined in **Figure 3.1. (T-3)**

Figure 3.1. ERRP / DevPac Process Flow.



3.1.1. Process Scope. The identification of a technical issue requiring engineering resolution (e.g., a scheduled maintenance task that needs to be performed on a weapon system) is the triggering action for the ERRP. For this process, a scheduled DM requirement is defined as a maintenance action or group of maintenance actions, supported by engineering analysis, from which overall supportability can be determined. A DM requirement is comprised of the following elements: step-by-step work procedures, parts listings, non-parts listing, hazardous materials (HAZMAT), special tools, personal protective equipment (PPE), support equipment, production skills, and facilities needed to perform the task.

3.1.2. Applicability. ERRP applies to all proposed and existing scheduled depot-level aircraft or missile maintenance requirements (e.g., new, amended, and proposed deactivation) and standardizes the development of an accurate and completely defined requirement before presenting it to the weapon system CE for approval. During the ERRP, a proposed or existing requirement moves from requirements definition and collaboration prior to becoming an approved requirement DevPac. The CE must ensure every new/amended task with hours assigned and having part supportability requirements be associated to a DevPac. **(T-3)**

3.1.3. DevPac. Required for all proposed depot-level maintenance tasks to determine part / non-part task requirements and development of the associated LOM. The DevPac enables supportability analysis based on the individual maintenance task requirements as opposed to solely utilizing historical part consumption data. Once a DevPac has been approved by the CE, it goes to the BOW process. The latest DevPac template is available upon request from HQ AFMC/A4/10-EN.

3.1.4. A web-based version of the DevPac process may be used if it captures the same required data, approvals, traceability, and review steps required by the ERRP. An optional example of which can be found in the ERR module of the Aging Fleet Integrity and Reliability Management (AFIRM) website at: <https://afirm.cce.af.mil/AFIRM.DNA/home-Account/Register>. User account is required for access.

3.1.5. The RCFT is responsible for refining the proposed engineering maintenance requirement utilizing the DevPac.

3.2. Engineering Requirement Proposal.

3.2.1. A maintenance requirement can be new, amended or a proposed deactivation generated from instances such as analysis, Major Command request, and policy. The maintenance requirement proposal or update will be provided to the PO engineer with a corresponding task priority based on the anticipated need date for the task. This requirement is the start of a DevPac.

3.2.2. The PO engineer and ES, will document, and provide the new, amended, and proposed deactivation of the requirement to the ERR Manager. Potential sources of information for proposed engineering requirement include, but are not limited to: AFTO Form 103, Aircraft/Missile Condition Data, AFTO 781A, Maintenance Discrepancy and Work Document, AFMC Form 202, Non-Conforming Technical Request and Reply, and data analysis from pre-induction inspection discoveries or pre-induction evaluation results.

3.2.3. PO engineer's first level supervisor (or level as delegated by the CE) must approve the requirements definition prior to proceeding to the next step, defining requirements. **(T-3)**

3.2.3.1. If approved, the engineer's first level supervisor or delegate will designate a Project Engineer to develop tech data as required. The Project Engineer will support the RCFT throughout the requirement development process.

3.2.3.2. If further justification is required, the proposed requirement is returned to the originator to make updates as needed.

3.2.3.3. If disapproved, the engineer's first level supervisor or delegate must provide justification for disapproval to the ERR Manager for documentation. **(T-3)**

3.3. Defining the Engineering Requirement.

3.3.1. The ERR Manager will receive and document the DevPac requirement, and is responsible for planning, scheduling, and tracking all new, amended, and proposed deactivation through completion. **(T-3)**

3.3.2. Engineering, with support from the PO ES, will develop the work procedures and generate the draft technical data of the DevPac using the LOM or bill of materials. **(T-3)**

3.3.3. The proposed DevPac requirement is fully defined, with step-by-step instructions, parts and materiel, tools, HAZMAT, etc. Technical data and/or drawings should exist at this stage, or there should be an electronic Air Force Technical Order (AFTO) Form 252, *Technical Order Publication Change Request*, in process requesting a change to the technical data or drawing.

3.3.4. The collaborative requirement review is conducted with the assigned engineer and RCFT members. Required attendees include, but are not limited to, PO Engineer, ES, IET

Maintenance Planner, first line maintenance supervisor or experienced mechanic, PO Logistics Specialist, and DM Process Engineer.

3.3.5. Technical Data Walk-Through. The assigned engineer and ES will walk the RCFT through the draft technical data step-by-step to include validation and verification (Val/Ver) for every task being considered in the ERRP. The RCFT will determine the appropriate scope to accomplish the workload and determine the need for a table-top Val/Ver and/or a future on-aircraft Val/Ver to ensure form, fit, and function. The assigned engineer will document these recommendations using the DevPac and provide them to the CE.

3.3.6. Technical Risk/Assessment. Identify and assess the risk level associated with executing the task and establish the requirement

3.3.6.1. Tasks designated high technical risk, the RCFT will develop a risk mitigation plan using Risk Assessment Matrix: Probability Rating, methodology, and approach outlined in the DoD Risk, Issue, and Opportunity Management Guide for Defense Acquisition Programs. **(T-3)**

3.3.6.2. Risk mitigation plans may include prototyping or verifying the task on a non-production aircraft. Identification of alternate parts, suitable substitutes, or qualifying additional sources of supply may also be considered.

3.3.6.3. The RCFT will provide justification if the decision is made to not prototype high-risk aircraft or missile tasks. The task mitigation strategy must be approved by Weapon System PM. **(T-3)**

3.3.6.4. Unsupportable scheduled maintenance tasks are also reviewed to determine if actions can be taken to preclude delaying the task to a future year. Supportability research is completed with the DevPac. Schedule delays due to supportability issues require a Mil-Std-882 Fleet Safety Risk Assessment to be conducted to determine the safety risk level of not performing the task as scheduled.

3.3.7. Required revisions to the technical data may be identified during the RCFT review. Revisions may also occur during the performance of the risk mitigation plan. Regardless of when or where the technical data revisions are identified (i.e., TO changes, Time Compliance TO (TCTO), etc.), the PO ES and/or assigned engineer must forward the revisions to the ERR Manager to coordinate documented changes, re-work, and resolution. **(T-3)** Another collaborative requirement review may be reconvened upon completion of the re-work if necessary.

3.3.8. Conducting initial parts assessment and evaluating replacement percentages and demand history for parts, the RCFT will list all parts to be inspected and/or replaced that are necessary to accomplish the task (e.g., stock listed, and non-stock listed). **(T-3)** The team should also consider demand history and work-around(s) when reviewing these parts.

3.3.9. For non-parts (e.g., PPE, support equipment, HAZMAT, special equipment or tools, etc.), the supportability determination will be made by the RCFT.

3.4. Approving or Disapproving the Engineering Requirement.

3.4.1. The ERR Manager, or delegate, will schedule the Requirement Review Board, chaired by the CE. **(T-3)**

3.4.2. After reviewing the requirement, the CE will decide on one of the following paths:

3.4.2.1. Requirement Approved. The CE must document approval on the DevPac of a fully defined requirement before it can transition into a maintenance task. **(T-3)** The ERR Manager will update the CE approval utilizing the standardized ERRP development tool. **(T-3)** Once complete, the ERR Manager will notify IET Maintenance Planners to advance the requirement into the BOW.

3.4.2.2. Requirement Disapproved. Reasons for disapproval are documented by the ERR Manager utilizing the standardized ERRP development tool.

3.4.2.3. Requirement Returned for Re-Work. Project Engineer reworks the requirement based upon CE's direction and the ERR Manager documents the reason for rework utilizing standardized ERRP development tool.

3.4.3. The CE signature finalizes projected year of task execution and does not indicate fully supportable requirement at the time of signature.

3.5. Requirement Maintenance Review.

3.5.1. DevPac maintenance ensures the validity and currency of maintenance requirements over time. The ERR Manager will:

3.5.1.1. Facilitate the review to ensure 100% of completed DevPacs are reviewed within the Mission Design Series (MDS) DM interval.

3.5.1.1.1. Exception: "Once-through-the-fleet" task DevPacs are exempt from this review.

3.5.1.2. Inform the Requirement Configuration Formulation Team (RCFT) that a DevPac has been opened for review.

3.5.1.3. Incorporate team input as needed.

3.5.2. As part of DevPac maintenance, the LOM will be updated and provided to the PO MRSP Lead for inclusion in the master list of part / non-part supportability elements. **(T-3)** Concurrently, IET Maintenance Planners will validate the corresponding WCDs of the DevPacs to ensure accuracy of the overall BOW requirement (Labor Standards, DPSH, Occurrence Factors, and Bill of Material (BOM)). **(T-3)**

3.5.3. The ERR manager must ensure the annual review of completed DevPacs is thorough enough to ensure the task is still valid and has not been flagged for updates on the ERRP Requirement Tracking tool. **(T-3)**

3.5.4. The annual review is complete once the CE reapproves the DevPac. The ERR Manager will utilize stakeholder input and the ERRP Requirements Tracking tool to select and prioritize tasks for review.

3.6. Requirement Maintenance Intervals.

3.6.1. DM intervals are listed in TO 00-25-4. Two examples: (1) If the DM interval is 60 months or less, 20% of completed DevPacs are reviewed each year. (2) If the DM interval is 96 months, 12.5% of completed DevPacs are reviewed each year. Exception to policy will be coordinated with HQ AFMC/A4F.

3.6.2. DM requirements (DevPacs, WCDs, etc.) without an assigned DM interval that will exceed a 60-month fleet execution schedule will be reviewed at a rate of 20% annually to ensure the continued validity / currency of the requirement.

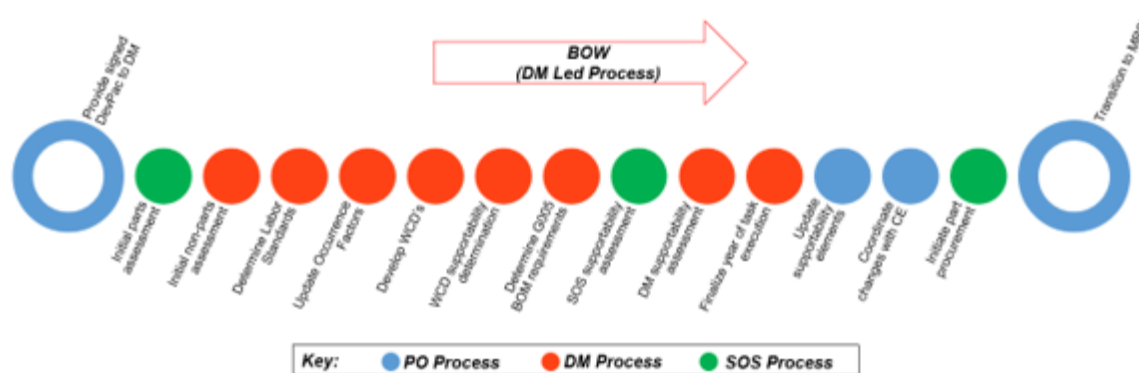
3.6.3. WCD reviews for requirements without DevPacs will align directly with the DM interval listed in TO 00-25-4.

Chapter 4

BILL OF WORK (BOW) PROCESS

4.1. The Bill of Work (BOW) Process. Verifies the operations, resources, and the man-hours required to execute tasks what are approved during the ERRP. The BOW process outlined in [Figure 4.1](#) will be initiated once the DevPac is approved and signed by the CE. The ERR Manager will provide the DevPac to PO MRSP Lead, ALC/OB, and IET Planning Chief to begin BOW process.

Figure 4.1. BOW Process Flow.



4.2. Industrial Engineer Technician (IET) Maintenance Planners. Will expand, refine and price out the individual maintenance task requirements to include step-by-step work procedures and lists of required parts, HAZMATs, Test Measurement and Diagnostics Equipment, special tools, common tools, PPE, support equipment, and production skills. IET Maintenance Planners must identify the operations required to execute tasks approved in the ERRP and calculate applicable man-hours.

4.3. Upon Bill of Work (BOW) completion. IET Maintenance Planners will provide feedback to PO regarding potential maintenance task supportability element updates. The IET Maintenance Planners must coordinate any necessary DevPac changes with the ERR Manager, PO MRSP Lead and CE. **(T-3)** The PO MRSP Lead must ensure the master list of part / non-part supportability requirements is updated and sends to the applicable supply partners / DM to facilitate supportability assessments. **(T-3)** Additionally, the PO MRSP Lead ensures Demand Data Exchange are initiated for new task supportability and as required.

4.4. Bill of Work (BOW) Process flow.

4.4.1. Initial part / non-part assessment: Supply Partners / IET Maintenance Planners will evaluate the DevPac LOM, and projected task start date to determine initial part / non-part supportability.

4.4.2. Labor standard development & review: Process where labor standards are determined for each task and existing DPSH are validated using established methods. Reference AFMCI 21-100V1, *Depot Maintenance Principles*, AFMCI 21-100V2, *Depot Maintenance Production* and AFMCI 21-100V3, *Depot Maintenance Production Support* for further guidance. IET

Maintenance Planners price out maintenance tasks to support requirements development and determine individual maintenance task labor standards for new and existing tasks. Labor standards are part of WCD development. IET Maintenance Planners must review labor standards as part of the WCD development if there is a labor variance of +/- 20 percent. **(T-3)** IET Maintenance Planners must provide labor standard review results to the PO. Once the PO receives the labor standards for each task, AMR manager needs to update SPERS. **(T-3)** New task Val/Ver requirements are coordinated with PO Engineering and ES.

4.4.3. Occurrence factors: The percentage of time each operation is selected for repair, replacement, or completion. Tasks with occurrence factors less than 100% are validated annually against current, forecast technical/failure changes, or recent historical data to ensure accuracy of occurrence factors. Reports will be provided to the PO by the IET Planning chief, as needed to identify disconnects. PO Engineering develops initial maintenance task occurrence factors during the ERRP DevPac process. IET Maintenance Planners must update existing task occurrence factors in the respective Information Technology system of record based on historical data and coordinate with the AMR Manager. **(T-3)**

4.4.4. WCD development & review: WCDs are developed for all workloads and describe operations accomplished for a given task, no later than 18 months prior to execution year. WCDs assign operations numbers / configuration codes and are used to update hours from labor standards, skill types / codes, manpower, and inspection codes.

4.4.4.1. IET Maintenance Planners must coordinate with task stakeholders, develop step-by-step instructions, and validate the technical data required to complete each task. **(T-3)** Mitigation strategies must be developed with PO Engineers in cases where draft Technical Data is used. **(T-3)** Task stakeholders include but not limited to: DM Process Engineer, PO Engineering, PO ES, PO Logistics Specialists, PO MRSP Lead, Production Groups (AMXG, CMXG, etc.) (who confirm WCD is achievable prior to execution year), Network team (to determine flow days), Training monitor, Manpower, Safety, HAZMAT, 448 SCMW, and DLA.

4.4.4.2. IET Maintenance Planners must ensure the step-by-step operations required to accomplish a given task include inspection, predecessor, or successor operations, gain access, close-up, etc., and calculation of the man-hours for scheduled maintenance tasks. **(T-3)** Once complete, IET Maintenance Planners will determine WCD supportability.

4.4.5. BOM: A descriptive and quantitative listing of components required to manufacture, overhaul, or repair a designated end item, assembly, or subassembly. Strategic Planners must review technical data and the maintenance task LOM to determine/validate BOM requirements. **(T-3)** Strategic Planners will review operations to determine which tasks require an associated BOM, and associated operations with national stock number (NSN) and replacement factors. **(T-3)** Strategic Planners must coordinate the updated BOM with Production, Engineering, ES, and the PO MRSP Lead to ensure it matches the DevPac LOM and master list of part / non-part supportability requirements. **(T-3)** 4.4.6. BOW impacts to MRSP: The PO MRSP Lead will manage and distribute the master list of part / non-part supportability requirements (all applicable DevPac LOMs) to all applicable Supply Partners / DM to facilitate supportability assessments. **(T-3)** MRSP stakeholders will monitor for maintenance task requirement updates and elevate to PO MRSP Lead as required.

4.4.4.3. The PO MRSP Lead will coordinate with the ERR Manager to update changes identified in the DevPac and coordinate year of maintenance task execution changes with CE. **(T-3)**

4.4.4.4. Finalized requirements are forwarded to MRSP stakeholders and the AMR Manager for tasks within the AMR Task Data. The PO MRSP Lead must coordinate replacement rate changes on a memo with Supply Chain Partners when the identified replacement percentage in the DevPac is expected to exceed historical failure or replacement rate. **(T-3)**

4.4.4.5. The Supply Partners and DM will provide concurrence on the requirements, evaluate the maintenance task LOM for supportability, and determine the projected task start date.

Chapter 5

MAINTENANCE REQUIREMENTS SUPPORTABILITY PROCESS (MRSP)

5.1. Maintenance Requirements Supportability Process (MRSP) Overview. The Weapon System PM, or designee, in conjunction with other supportability stakeholders, is responsible for conducting overall supportability throughout the requirements process. During the MRSP, the Weapon System PM identifies duties, tasks, and process steps to ensure the scheduled maintenance tasks are supportable.

5.1.1. The MRSP is a collaborative review to assess the level of risk associated with the execution of scheduled maintenance tasks. The PO MRSP Lead manages the master list of part / non-part supportability requirements for the Supply Partners / DM to review and will provide list of changes from previous years. The PO MRSP Lead will determine task level risk based on the individual risk assessments provided by the Supply Partners and DM for their assigned supportability requirements (e.g., parts and non-parts). Inputs to the supportability process are the LOM developed through the ERRP and BOW as well as maintenance and supply data on existing tasks that have yet to be reviewed through the ERRP (e.g., DevPac not created).

5.1.2. Supply Partners and DM must not base supportability analysis solely on historical demand data. **(T-3)**

5.1.3. Supportability Elements. The following elements will be reviewed for supportability: 448 SCMW managed parts, DLA managed parts, non-parts support equipment, special tools, common tools, PPE, HAZMAT, manpower / skills, and facilities / utilities. The SOS and DM will perform supportability analysis on the supportability requirements and jointly provide the results of the analysis to the MRSP Lead. **(T-3)**

5.1.3.1. 448 SCMW Managed Parts. For parts assigned to the 448 SCMW, the PO MRSP Lead must provide the 448 SCMW the master list of part supportability requirements. **(T-3)** The lists will include the following: NSN, quantity per aircraft or missile system, DM task, weapon system DM replacement percent based on aircraft schedule per FY, and the tail or serial number specific requirements. To facilitate strategic supportability, the PO MRSP Lead will provide the 448 SCMW the quantity of aircraft or missile system inductions and proposed starting year with duration in addition to the requirements listed above. **(T-3)**

5.1.3.2. DLA-managed Parts. The PO MRSP Lead must provide DLA the master list of part supportability requirements. **(T-3)** The lists will include the following: NSN, , quantity per aircraft, weapon system DM replacement percent, and quantity per year of the specific tail or serial number requirements. To facilitate strategic supportability, the PO MRSP Lead will provide DLA the following in addition to the requirements listed above: quantity per FY based on aircraft or missile schedule, scheduled DM task, quantity of aircraft or missile inductions, appropriate Weapon System Designator Code, and proposed start year with duration. **(T-3)**

5.1.3.3. Contractor managed Parts, if applicable: The PO MRSP Lead must provide the respective contractor with the applicable part supportability requirements. **(T-3)**

5.1.3.4. HAZMAT. The PO MRSP Lead must provide a list of HAZMAT required from each DevPac to DM including the following: unit of issue, Quantity Per Assembly,

nomenclature, NSN or part number, and associated Environmental, Safety, and Occupational Health risks. **(T-3)**

5.1.3.5. Support Equipment. The PO MRSP Lead must provide a list of support equipment required from each DevPac to DM which include the following: type, NSN or part number, and nomenclature. **(T-3)**

5.1.3.6. PPE. The PO MRSP Lead must provide a list of PPE issued or non-issued required from each DevPac to DM which include the following: type, nomenclature, standard (e.g., military, Occupational Safety and Health Administration, American National Standards Institute, etc.), national stock number or part number as applicable for PPE, and Environmental, Safety, and Occupational Health risks associated with each item of required PPE. **(T-3)** As an output, DM will provide supportability analysis to the PO MRSP Lead. **(T-3)**

5.1.3.7. Special and Common Tools. The PO MRSP Lead must provide a list of special and common tools required from each DevPac to DM which include the following: description and unit of issue for special tools. **(T-3)** If utilizing task kits, provide description and unit of issue for common tools.

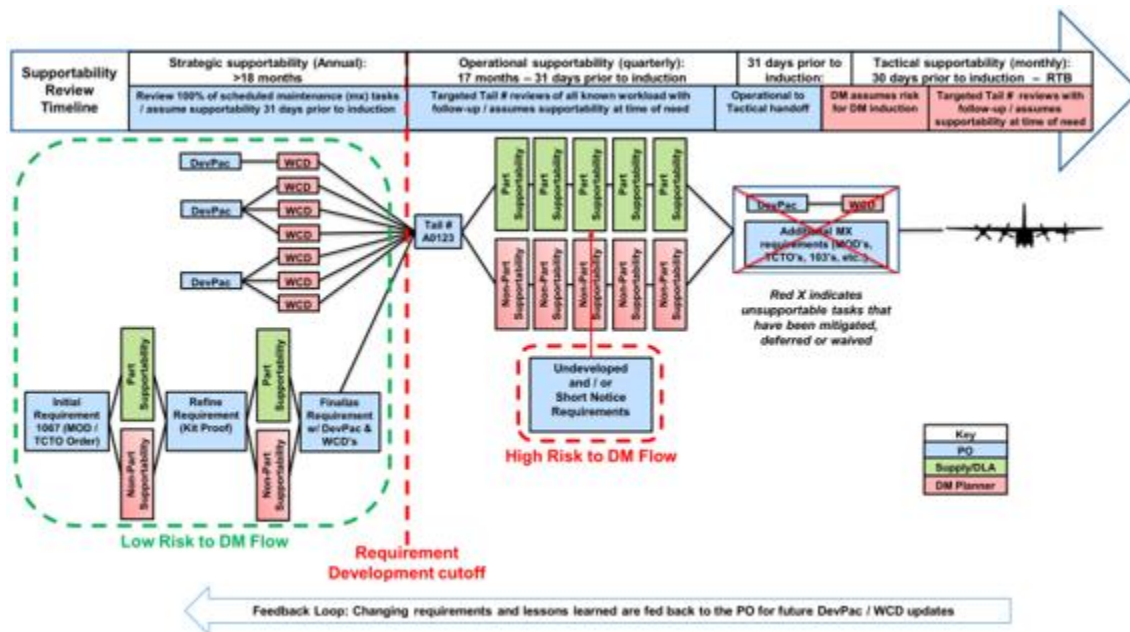
5.1.3.8. Facilities. The PO MRSP Lead must provide a list of facilities required from each DevPac to DM to provide a supportability assessment. **(T-3)**

5.1.3.9. Manpower and Skills. The PO MRSP Lead must provide requirement for DM to develop the list of manpower and skills from each DevPac. **(T-3)**

5.1.3.10. Interdivisional Support. (i.e. commodities, propulsion, support facilities, etc.) The PO MRSP Lead must provide requirement for DM to develop the list of interdivisional support from each DevPac. **(T-3)**

5.1.4. The three supportability review intervals under the MRSP: Strategic, Operational, and Tactical are outlined in [Figure 5.1](#).

Figure 5.1. Maintenance Requirements Supportability Process.



5.1.5. The supportability guidance including red, yellow, and green criteria are identified in

Figure 5.2. MRSP Risk Assessment Criteria.

Supportability Categories	Green (Low Risk to DM Flow)	Yellow (Medium Risk to DM flow)	Red (High Risk to DM flow)
Strategic Supportability: Long range annual review of 100% of maintenance tasks and summary of changes (>18 months prior to projected induction)	* Maintenance task will be supportable 31 days prior to projected induction. * Part / non-part supportability requirements met. * Task will not hinder DM flow.	* Maintenance task will NOT be supportable 31 days prior to projected induction; however, there is an approved mitigation strategy in place. * Maintenance tasks that do not meet part / non-part supportability requirements have been modified, waived or deferred. * Mitigation strategies that will hinder DM flow (cannibalization, CMXG, etc) must be documented / approved by the PO MRSP Lead & IET Planning Chief.	* Maintenance task will NOT be supportable 31 days prior to projected induction and there is NOT an approved mitigation strategy in place. * Maintenance tasks that do not meet part / non-part supportability requirements have NOT been modified, waived or deferred. * Mitigation strategies that will hinder DM flow (cannibalization, CMXG, etc) have NOT been documented / approved by the PO MRSP Lead & IET Planning Chief.
Operational Supportability: Quarterly, tail number specific review of all maintenance requirements (AMR Task Data, MODs, PII/PIA, TCTO's, 781's, etc.) (17 months - 31 days prior to induction)	* Maintenance task will be supportable 31 days prior to task execution. * Part / non-part supportability requirements met. * Task will not hinder DM flow.	* Maintenance task will NOT be supportable 31 days prior to task execution; however, there is an approved mitigation strategy in place. * Maintenance tasks that do not meet part / non-part supportability requirements have been modified, waived or deferred. * Mitigation strategies that will hinder DM flow (cannibalization, CMXG, etc) must be documented / approved by the PO MRSP Lead & IET Planning Chief.	* Maintenance task will NOT be supportable 31 days prior to task execution and there is NOT an approved mitigation strategy in place. * Maintenance tasks that do not meet part / non-part supportability requirements have NOT been modified, waived or deferred. * Mitigation strategies that will hinder DM flow (cannibalization, CMXG, etc) have NOT been documented / approved by the PO MRSP Lead & IET Planning Chief.
Tactical Supportability: Monthly tail number specific review of all maintenance requirements (30 days prior to induction - DM production)	* Maintenance task is supportable. * Part / non-part supportability requirements met. * Task will not hinder DM flow.	* Maintenance task is NOT supportable; however, there is an approved mitigation strategy in place. * Mitigation strategies that will hinder DM flow (cannibalization, CMXG, etc) must be documented / approved by the PO MRSP Lead & IET Planning Chief.	* Maintenance task is NOT supportable and there is NOT an approved mitigation strategy in place.

5.1.6. The Weapon System PM or designee will include explanation for the issues causing red ratings. The PM must utilize the MRSP Risk Assessment Criteria to provide changes from the previous analysis to include an explanation of changes.

5.2. Strategic Maintenance Requirements Supportability Process (MRSP).

5.2.1. The Weapon System PM, in conjunction with other supportability stakeholders, is responsible for conducting overall supportability throughout the strategic process. During the strategic, the weapon system PM identifies duties, tasks, and process steps to ensure the scheduled maintenance tasks are supportable.

5.2.2. The annual Strategic MRSP will be completed in the first quarter of the FY. **Figure 5.3** identifies the review being conducted on all maintenance requirements applicable to a particular Mission Design Series (not tail or serial number specific). It is a PO led collaborative review to assess the level of risk associated with long-range Part / Non-part supportability of maintenance tasks. The Weapon System PM or designee must develop and approve maintenance requirements DevPac / WCD no later than 18 months prior to year of execution to prevent unnecessary risk to DM flow, unless it's a safety of flight, serious, high, or critical requirement (safety risks should be assessed per Mil-Std-882). **(T-3)**

Figure 5.3. Strategic Supportability Assessment Process.



5.2.2.1. The Weapon System PM or designee will actively manage the strategic supportability processes outlined herein and serve as the overall Supportability Chair, with reach back to the organization responsible for supportability requirements.

5.2.2.2. If there are tasks without a completed DevPac / BOW, the Weapon System PM or designee must document the plan for when all supportability requirements will be identified, no later than the operational supportability interval. **(T-3)** If all supportability requirements have not been identified, the Weapon System PM or designee must ensure, at a minimum, 80-100% replacement factor parts, manpower, skills, facilities, and special tools have been addressed. **(T-3)**

5.2.2.3. The Weapon System PM or designee will review supportability element progress during each strategic supportability review.

5.2.2.4. The PO MRSP Lead is responsible for the execution of strategic supportability assessments and reviews.

- 5.2.2.4.1. The PO MRSP Lead must provide Supply Partners / DM the master list of part / non-part supportability requirements for all new / existing tasks identified during the ERRP and will provide changes from the previous year's submission to support parts forecasting. **(T-3)**
- 5.2.2.4.2. If there are issues with the supportability requirements on the DevPac, the PO MRSP Lead will coordinate with the ERR Manager for resolution.
- 5.2.2.5. Supply Partners and DM must complete a supportability analysis at the task level. **(T-3)**
- 5.2.2.5.1. AFSC executes supportability actions (parts supportability analysis, execution of parts supportability checklists, etc.) on 448 SCMW-managed parts and documents mitigation plans for those parts deemed unsupportable based on approved business rules.
- 5.2.2.5.2. AFSC will provide results and mitigation plans on the completed supportability actions to applicable centers. The PO can send task mitigation plans to HQ AFMC/A4/10-EN, as needed.
- 5.2.2.5.3. DLA executes supportability actions on DLA-managed parts, and other supply parts and documents mitigation plans for those parts deemed unsupportable based on approved business rules." (e.g., local manufacture, local purchase, etc.).
- 5.2.2.5.4. IET maintenance planners accomplish supportability actions on non-parts supportability requirements. DM will evaluate non-parts supportability, provide detailed status on all scheduled maintenance tasks, and conduct a root cause analysis on those items coded red or yellow based on established business rules.
- 5.2.2.6. The PO MRSP Lead will assess supportability analysis results from Supply Partners / DM and document results utilizing a task specific Strategic Risk Assessment Worksheet to determine if further actions are necessary. The Strategic Risk Assessment Worksheet template the PM or designee can utilize is available upon request from HQ AFMC/A4/10-EN. The worksheet must include explanation for any issues causing yellow or red ratings and supportability changes. **(T-3)** A Strategic Risk Assessment Worksheet report will be provided to the Weapon System PM and made available to stakeholders upon request.
- 5.2.2.7. The Weapon System PM or designee will use the **Strategic Risk Assessment Summary** in **Figure 5.4** to consolidate applicable findings from the strategic risk assessment worksheet. The template is available upon request from HQ AFMC/A4/10-EN. **(T-3)**

Figure 5.4. Strategic Risk Assessment Summary (Template Example).

Parts		Non-Parts			
Material		Support Equip		Manpower	
DLA Organic		Special Tools		Skills	
DLA Parts		Common Tools		Facility	
448 Parts		PPE		Utilities	
Contract Parts		HAZMAT		Tech Data	

5.3. Operational Maintenance Requirements Supportability Process (MRSP).

5.3.1. The Weapon System PM, in conjunction with other supportability stakeholders, is responsible for conducting overall supportability throughout the operational process. During the operational, the Weapon System PM identifies duties, tasks, and process steps to ensure the scheduled maintenance tasks are supportable.

5.3.2. Quarterly Operational MRSP reviews are maintenance task specific risk assessments of scheduled tail / serial number(s) occurring 17 months through 31 calendar days prior to Depot induction. [Figure 5.5](#) outlines the Operational MRSP review process. The focus of the reviews is to identify supportability constraints by maintenance task and is not based on “percent supportable”. It is a PO led collaborative review where applicable supportability requirements from all known sources of work will be evaluated (781s, 103s, modifications, TCTOs, condition data, etc.).

Figure 5.5. Operational Supportability Assessment Process.



5.3.3. Operational Supportability assumes all identified supportability requirements are, or will be, available 31 calendar days prior to task execution schedule.

5.3.4. Operational Supportability assessments may identify long range supportability issues not previously identified during Strategic MRSP. The PO MRSP lead will document refreshed risk assessment data on a Strategic Risk Assessment Worksheet as needed.

5.3.5. The Weapon System PM or designee will update the Strategic Risk Assessment Summary based on evolving long-range requirements.

5.3.6. The Weapon System PM or designee will actively manage the operational supportability processes outlined herein and serve as the overall Supportability Chair, with reach back to the organizations responsible for supportability requirements. **(T-3)**

5.3.7. The PO MRSP Lead will be responsible for the execution of operational supportability assessments and reviews. **(T-3)**

5.3.7.1. If there are issues with the supportability requirements on the DevPac, the PO MRSP Lead will coordinate with the ERR Manager for resolution.

5.3.7.2. The PO MRSP Lead must manage and provide the tail / serial number specific list of Part / Non-part supportability requirements to the Supply Partners / DM for review. **(T-3)** The list will be expanded over time as additional requirements (pre-induction inspection, records review, condition data, etc.) are identified and the aircraft / missile gets closer to induction.

5.3.7.3. The PO MRSP Lead will evaluate the continuous availability of all supportability requirements during operational supportability reviews.

5.3.8. The Supply Partners and DM, in support of the requirements owner, will conduct supportability analysis, identify unsupportable maintenance tasks, mitigation plan(s) (for those parts deemed unsupportable) and provide the results to the PO MRSP Lead and Weapon System PM or designee who will determine risk to DM flow.

5.3.8.1. Supply Partners will execute supportability actions on their respective managed parts and document the mitigation plan(s) for those parts deemed unsupportable based on established business rules.

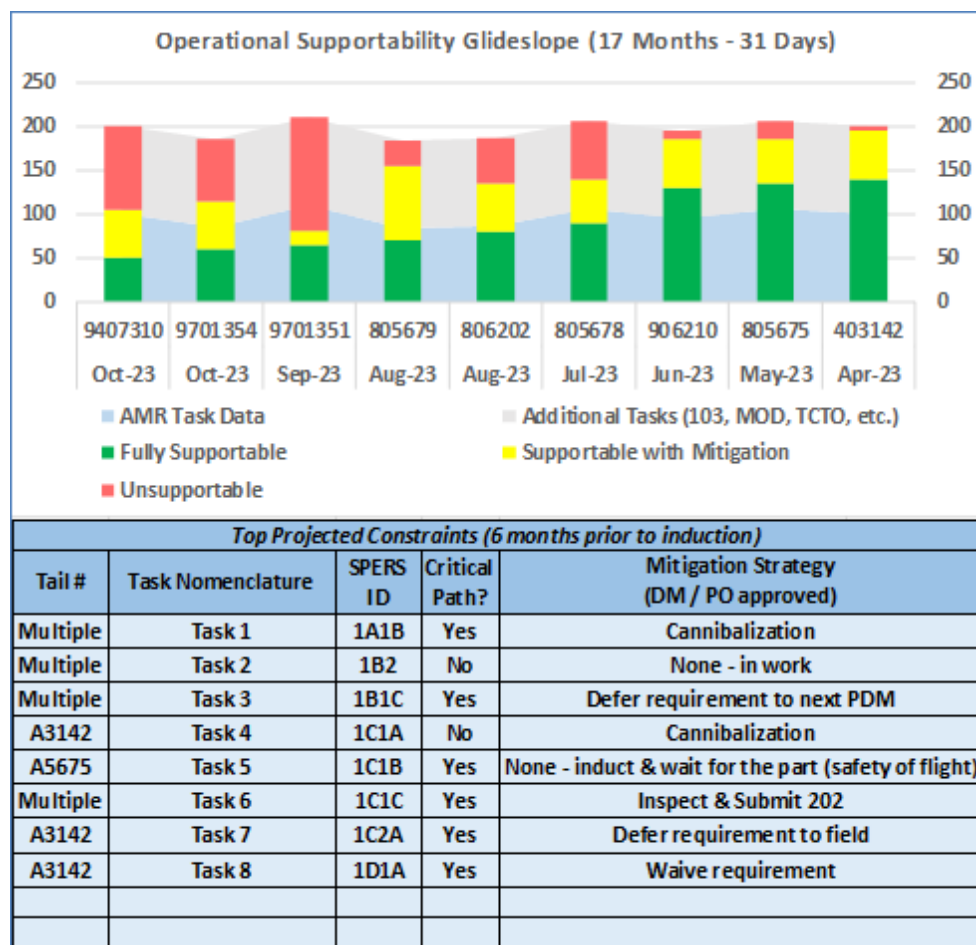
5.3.8.2. Supply Partners and DM must ensure parts supportability actions for a task by quantity of an aircraft. (T-3) Demand data input may be used to enhance but not replace supportability efforts.

5.3.8.3. The PO MRSP Lead will ensure mitigation plans for those parts deemed unsupportable are documented IAW AFMCI 20-105, *Diminishing Manufacturing Sources and Materiel Shortage (DMSMS)*.

5.3.9. IET Maintenance Planners will execute the non-parts supportability actions, provide detailed status on all scheduled maintenance tasks, and conduct a root cause analysis on those items coded red or yellow based on established business rules.

5.3.10. The PO MRSP Lead will assess supportability analysis results from Supply Partners / DM and document results utilizing a task specific Operational Risk Assessment Worksheet to determine if further actions are necessary. The worksheet will include an explanation for any issues causing red ratings and supportability changes.

5.3.11. The Weapon System PM or designee will utilize an operational risk assessment worksheet to document findings on the Operational Risk Assessment Summary. The template is available on request from HQ AFMC/A4/10-EN.

Figure 5.6. Operational Supportability Summary (Template Example).

5.3.12. The Weapon System PM and PSM will assess the results of the overall supportability analysis, including whether the task is supportable, whether it is non-supportable, and the recommended supportability year, to determine whether further action is necessary.

5.4. Operational to Tactical Handoff Meeting.

5.4.1. The operational to tactical handoff meeting is led by the PO MRSP Lead and takes place 31 calendar days prior to induction. The Weapon System PM / PSM/ Supply Partners / DM will review all remaining unsupportable requirements for potential mitigation, deferral, or waivers.

5.4.2. Once all stakeholders agree on the way forward, the handoff is complete, DM accepts tactical responsibility for the aircraft or missile induction.

5.5. Tactical Maintenance Requirements Supportability Process (MRSP).

5.5.1. The DM, in conjunction with other supportability stakeholders, is responsible for conducting overall supportability throughout the tactical process. During the tactical, the DM identifies duties, tasks, and process steps to ensure the scheduled maintenance tasks are supportable.

5.5.2. Tactical Supportability assessment reviews are a DM led, maintenance task specific risk assessments of scheduled tail / serial number(s). **Figure 5.6** outlines the tactical MRSP review. The long lead-time parts should be ordered prior to induction once the Job Order Number is opened (i.e., the ability to submit the first requisition). The focus of the reviews is to identify / resolve supportability constraints from all known sources of work (781s, 103s, modifications, TCTOs, condition data, etc.) and provide feedback to the PO MRSP Lead as required.

Figure 5.7. Tactical Supportability Assessment Process.



5.5.3. Tactical Supportability assumes all identified supportability requirements are, or will be, available 31 calendar days prior to task execution schedule.

5.5.4. The IET Planning Chief utilizes the AFMC Form 202, IAW AFMCMAN 63-1202, *Engineering Technical Assistance Request (ETAR) Process*, for unresolved non-supportable DM tasks and accomplishes actions on all non-parts supportability requirements. The IET Planning Chief is also responsible for providing maintenance task feedback to the PO MRSP Lead and ERR Manager for future DevPac updates as required.

5.5.5. PO Engineering must provide DM the disposition (e.g., AFMC Form 202, deferment, etc.) for unsupportable, unplanned, unpredictable, and / or over and above (O&A) tasks. **(T-3)**

5.5.6. The Requirement Owner will evaluate the continuous availability of all supportability requirements and determine risk during tactical supportability reviews and conduct working level meetings as required to address potential constraints. Tactical Risk Assessment Worksheet can be utilized to highlight risk and supportability issues. The Tactical Risk Assessment Worksheet and metric templates are available on request from HQ AFMC/A4/10-EN.

5.5.7. The Supply Partners will execute supportability actions, identify unsupportable maintenance tasks, and provide the results to the IET Planning Chief and the PO MRSP Lead

5.5.8. Tactical Supportability Metrics are designed to discuss DM overruns in terms of supportability constraints to identify potential maintenance task requirement updates and highlight emerging issues that could impact future inductions.

5.5.9. The IET Planning Chief must coordinate with the master scheduler on supportability issues impacting the critical path. **(T-3)**

6.1.2. The ERRP Requirement Tracking tool outlined in **Figure 6.2** ensures the proper alignment of maintenance requirements (DevPac, SPERS Task ID (if applicable), and number of maintenance operations). The Weapon System PM or designee must ensure each

maintenance task with hours assigned and part / non-part supportability requirements be associated with a DevPac and align with maintenance operation(s) to ensure it is fully defined, developed, and approved. **(T-3)**. This gives users the ability to evaluate the overall status of the complete requirement, consolidate stakeholder feedback on any possible supportability issues and determine if DevPac updates are required.

Figure 6.2. ERRP Requirements Tracking Tool (Template Example).

SPERS requirement linked to multiple DevPac's & WCDs

DevPac's & WCDs are reviewed together

Requirements without DevPac's are reviewed using WCDs

SPERS Data (CAM)				DevPac / ERR data (PO)			WCD / Operation Data (DM)		Annual Review (PO/DM)		Stakeholder Feedback Loop		Engineering validation	
SPERS Task Id	Task Title	MDS	Once thru fleet?	DevPac #	DevPac Title	Date DevPac signed by CE (use WCD date if not available)	Work Spec Code	Number of associated WCDs / Operations	DM Interval in months	DevPac & Operation Review due date	Rqmt update needed?	Update Justification	DevPac update needed?	Out of Cycle update?
1A1A	Render Safe	824	N		N/A	1-Jan-18	WX	10	72	10-Dec-23				
1A1B1	Position Stands	824	N		N/A	15-Jan-22	WZ	2	72	14-Jan-28				
1A1B2	Tow Aircraft	824	N	3	Tow Aircraft	29-Jan-18	GB	10	72	28-Jan-20				
1A1C2C	Depuddle Tanks	824	N	1	Access	22-May-21	FR	40	72	21-May-27	Yes	LOM updates	Yes	Yes
				7	Inspect	23-May-21	FR	22						
				8	Button Up	24-May-21	FR	14						
				9	OPS Check	25-May-21	FR	26						
1A1C3	R2 Load Arrestors	824	N				TG	400	72	3-Jun-24	Yes	Typo	Yes	No
1A1C3A	Access	824	N	10	R2 Arrestors	4-Jun-18	TG	15						
1A1C3B	Inspect	824	N				TG	3						
1A1C3C	Button Up	824	N				TG	4						
1A1C3D	OPS Check	824	N				TG	6						
1D1E	CAD/PAD 5yr TCI	824	Y	11	CAD/PAD 5yr TCI	3-Dec-18	JU	88	72	1-Dec-24	Yes	Word choice	No	No

Multiple SPERS requirements linked to a single DevPac

Feedback loop highlights need for Engineering review & out of cycle requirement updates

6.1.2.1. Each ERR Manager will utilize the ERRP Requirements Tracking Tool to facilitate individual requirement reviews. **(T-3)** The ERR Manager will coordinate with IET (maintenance planners) to ensure stakeholder feedback is captured as constraints are identified and validated to determine requirement update prioritization. **(T-3)** Reports will be available upon request and during any face-to-face reviews. ERRP Requirement Tracking tool template is available upon request from HQ AFMC/A4/10-EN.

6.1.3. DevPac Completion / Review Metrics: The DevPac completion and review metric outlined in [Figure 6.3](#) provides senior leadership an overall status snapshot of maintenance requirements. DevPac Completion / Review Metrics template is available upon request from HQ AFMC/A4/10-EN.

Figure 6.3. DevPac Completion / Review Metrics (Template Example).

SPERS AMR Scorecard				Business Rules	
DevPac Completion Rate (SPERS Tasks)	Prior Total	Current Total	Summary & Delta	Color key: Green = Improvement, Yellow = No movement, Red = Negative Trend	
Active SPERS requirement	588	588		Total = Active Brochure tasks currently in SPERS (Regardless of funding source)	
SPERS requirements associated to completed DevPac's	350	350		Total = New & existing SPERS tasks where 100% of the associated DevPac's requirements are fully defined, developed and approved by Chief Engineer.	
SPERS requirements exempt from DevPac's	50	40		Exemptions: DevPac's are not required for tasks with No Supportability Requirements identified	
SPERS requirements without approved DevPac's (in-work)	74	83		Total = New & existing SPERS tasks where less than 100% of the DevPac's requirements are fully defined, developed and approved by Chief Engineer (currently in work for less than one year)	
SPERS requirements without approved DevPac's (not in-work)	114	115		Total = (Locked) New & existing SPERS tasks where less than 100% of the DevPac's requirements are fully defined, developed and approved by Chief Engineer (currently not in work or in work for more than one year)	
DevPac Review Rate (SPERS Tasks)	Prior Total	Current Total	Summary & Delta	Color key: Green = Improvement, Yellow = No movement, Red = Negative Trend	
DevPac's created or reviewed within required interval	251	251		Total = Active DevPac's linked to new & existing SPERS tasks that have been either created or reviewed within required DM interval IAW TO 00-25-4.	
DevPac's review date exceeded (Under Review)	50	26		Total = Active DevPac's currently under review linked to new & existing SPERS tasks exceeding the required interval	
DevPac's review date exceeded (Not Under review)	51	52		Total (Locked) = Active DevPac's currently not under review linked to new & existing SPERS tasks exceeding the required interval	
WCD Review Rate (Maintenance Operations)	Prior Total	Current Total	Summary & Delta	Color key: Green = Improvement, Yellow = No movement, Red = Negative Trend	
Active WCD requirement	18247	18247		Total = Active WCD's linked to new & existing tasks that have been either created or reviewed within required DM interval IAW TO 00-25-4	
WCD created or reviewed within required interval	16037	16037		Total = Active WCD's currently under review linked to new & existing tasks exceeding the required interval	
Requirement review date exceeded (Under Review)	1500	1500		Total (Locked) = Active WCD's currently not under review linked to new & existing tasks exceeding the required interval	
Requirement review date exceeded (Not Under review)	710	710			

6.1.3.1. The ERR Manager will capture DevPac requirements utilizing DevPac completion and review metrics which provide specifics on completion / review rates. **(T-3)** Metrics will be updated quarterly. Reports will be available upon request.

6.1.3.2. The IET Planning Chief will provide WCD review information to the ERR Manager to update the WCD review scorecard portion of the metric. **(T-3)**

6.1.4. The Quarterly Requirements Overview consolidates the DevPac completion / review metrics and MRSP Feedback / Risk Assessment summaries utilizing the Requirements Dashboard format. The ALC/CC will chair the Quarterly Requirements Overview for all applicable weapons systems which will be attended by respective PMs and DM / Supply Partner senior leadership. **(T-3)** The ALC/OB must attend the Quarterly Requirements Overview. **(T-3)**

6.1.5. The Requirements Dashboard outlined in [Figure 6.4](#) provides a standardized enterprise tool to communicate DevPac status and supportability to senior leadership. Top level metrics will be provided and briefed by the PO MRSP Lead, ERR Manager, and the IET Planning Chief. The Weapon System PM will provide quarterly Requirements Dashboard updates to the PEO and the ALC/OB. **(T-3)** A Requirements Dashboard template is available upon request from HQ AFMC/A4/10-EN.

Strategic Outlook

Path	Start Date	End Date
Material	Sept 2023	March 2024
S&A	Sept 2023	March 2024
Design	Sept 2023	March 2024
Procurement	Sept 2023	March 2024
Manufacturing	Sept 2023	March 2024
Delivery	Sept 2023	March 2024

Operational Supportability Outlook

Operational Supportability Gleslope (17 Months - 31 Days)

Projected POM Days vs. Actual

Tactical Scorecard & Feedback

SPERS ID	Task Nomenclature	Core Reason	Future Impact?	Update Request?
1921L	ICD	Part Availability	No	No
1921L	The induction Supportability	Part Availability	Yes	Yes
131613	Fuel Tank Buzzer	Segment 160's & CAN actions	Yes	Yes
125A	IPC	Part Availability	No	No
183B	Windows	Ident action requirement	No	No
1913E	SFTA	Non-part Availability (tooling)	Yes	No
184E	Officer: Sump	Inadequate Tech Data	Yes	Yes

Chapter 7

WORK SPECIFICATION (WORK SPEC) REQUIREMENTS

7.1. The Work Specification (Work Spec). Is of prime importance in securing maintenance services under the DM concept and is a critical document during maintenance negotiations. The Work Spec documents general information relating to the specific weapon system DM requirements including terms, data requirements/procedures, special security or quality requirements/procedures, scheduled maintenance tasks for receipt of the weapon system at the facility, work task requirements, final processing of the weapon system, and applicable TOs and directives. The Work Spec is not to be used solely as the depot level technical data. The Work Spec instructions will not compromise or modify the OSS&E standards. Changes must be implemented in accordance with the PO approved OSS&E requirements. The Work Specification template is available upon request from HQ AFMC/A4/10-EN.

7.2. Work Specification (Work Spec) requirements. Reviewed and updated annually to ensure new, amended, or proposed deletions are adequately defined. The Work Spec governs the scope of maintenance and is used by the Weapon System PM or designee to state the DM requirement to be performed on government equipment. The Weapon System PM will ensure the Work Spec sections are documented IAW TO 00-25-4.

7.3. The Work Specification (Work Spec) Manager will:

7.3.1. Develop and conduct file maintenance on the current FY, FY+1 Work Spec, and draft FY+2 and FY+3 drafts during the identified timeline from the HQ AFMC/A4/10-EN. (T-3)

7.3.1.1. Review the current FY+1 Work Spec for non-scope requirement changes that do not affect cost or workload and publish the updated version.

7.3.1.2. Ensure the current FY+2 Work Spec is reviewed, updated, and baselined for use as a template to create the draft FY+3 Work Spec.

7.3.2. Upon the completion of the Work Spec maintenance phase, the Work Spec Manager will coordinate with the respective Lead Command and requirement command Weapon System Managers and DM on all new, amended, and proposed deletions of the Work Spec requirements.

7.3.3. Publish the current FY+1 Work Spec no later than 1 April. (T-3)

7.3.4. Provide the published Work Spec Document to the appropriate ALC/OB and IET Planning Chief for review and distribution.

7.3.5. Coordinate any amendments required to the published Work Spec Document with the Lead and Requirement Command Weapon System Managers. (T-3)

Chapter 8

DEPOT CUSTOMER WORKLOAD AGREEMENT (DCWA)

8.1. The purpose of the DCWA. To define the scope of work, outline specific requirements, and specify customer responsibilities for accomplishing organic pre- and post-depot-level maintenance for inductions and deliveries of all specific weapon systems at ALCs. The DCWA template is available upon request from HQ AFMC/A4/10-EN.

8.2. AFLCMC and AFNWC will collaborate. With AFSC to ensure a three-year depot induction schedule is developed to facilitate an effective use of resources in providing maximum weapon system availability to the warfighter. The three-year projected induction schedule associated with the DCWA should also be the baseline when informing Centralized Asset Management (CAM) Weapon System Sustainment (WSS) POM processes to support the development of the R2 workload file.

8.3. The DCWA must address the following elements, at a minimum. Assessment period, flow days, induction configuration, key POCs, period of performance, purpose, quality statement, required documents or references, duties, tasks, scope of work, required PM, Lead Command, Funds Holder, DM, ALC Maintenance Group, and ALC/OB coordinating signature block(s) with dates, special instructions, and warranties. Signatory must be O-6 and/or NH-04 level. **(T-3)**

8.3.1. The Depot Customer Workload Agreement (DCWA) must incorporate a three-year depot induction schedule consisting of the current fiscal year plus the next two forecast fiscal years to support effective resource use and maximize weapon system availability.

8.3.2. Once the DCWA is signed by all parties, no deviations will be made from the negotiated work package, support responsibilities, and other agreements without prior coordination and approval from the Weapon System PM, Lead Command, Funds Holder(s), DM, ALC Maintenance Group, and ALC/OB.

8.4. Weapon System Program Office (PO) Coordination and Review.

8.4.1. The PM will coordinate review and approve of the DCWA requirements, including the 3-year depot induction schedule.

8.4.2. The PM will review the DCWA requirements ensuring that the requirements align with the overall program objectives and technical standards.

8.4.3. The PM will incorporate the PO's feedback and make necessary revisions to the DCWA requirements.

8.4.4. Upon completion of the review and revision process, the PM will approve the DCWA requirements.

8.4.5. DCWA manager will work with SPO to ensure DCWAs are updated and coordinated with stakeholders NLT 1 Jul.

8.4.6. The DCWA Manager, with MAJCOMs, the ALC business office, maintenance, and other appropriate stakeholders, will develop and publish the official schedule no later than 1 July for the next execution year, plus draft schedules for the following two FYDP years, at a minimum aligned to approved AMR task data.

Chapter 9

FIXED PRICE WORKSHEET (FPWS)

9.1. The Fixed Price Worksheet (FPWS). Documents the agreement between Weapon System PM and ALC Maintenance Group for each tail or serial numbered aircraft or missile system undergoing organic DM. The FPWS template is available upon request from HQ AFMC/A4/10-EN.

9.2. The Fixed Price Worksheet (FPWS) includes. All tasks accomplished during DM that generate revenue for the complex.

9.2.1. The weapons system PM will develop and coordinate the initial FPWS with DM, then forward the completed initial FPWS to DM no later than 30 calendar days prior to depot maintenance induction.

9.3. Once all work is complete. DM will develop and coordinate the final FPWS with the weapons system PM and provide the final FPWS to the weapon system PM.

9.4. The final FPWS. The weapon system PM will maintain the document with the respective weapon system's historical folder.

9.5. Calculation of fixed price. Tasks performed during depot-level maintenance are a predetermined series of common DM tasks and tail or serial numbered aircraft or missile specific tasks for each aircraft and missile. Fixed prices are developed for each Mission Design Series and are comprised of three elements: basic, options, and O&A (reference FPWS template for additional information).

9.5.1. Fixed price includes average earned hours for the basic depot-level maintenance task(s), option task(s), O&A hours funded and billed at earned hours times the stabilized sales rate. This is known as standard cost. If actual cost is above or below the fixed price standard cost, the working capital fund earns the difference or takes a loss between the actual and the fixed price.

9.5.2. Each depot package includes a standard number of trended O&A hours. DM must receive approval from the Project Administration Officer or the Weapon System PM prior to accomplishing any O&A work to correct a critical or major deficiency. **(T-3).** Unused O&A hours can be moved from tail to tail as needed, but only between the same MDS, fiscal year (FY), and Funds Holder. PAO will notify the applicable system program office or additional funding, if required to complete the FY.

9.5.3. Applicability. The FPWS applies to the following workloads: 3400-funded sustainment; 3600-funded development; 3010- or 3020-funded modifications; Foreign Military Sales (FMS) or other direct sites; and partnership workloads.

9.6. Weapon System Program Manager (PM) Responsibilities. The weapon system PM will:

9.6.1. Ensure the final FPWS update is a coordinated effort with the Air Logistics Complex (ALC) maintenance group and the business office after all work is completed, and file maintain in weapon system's historical folder.

Chapter 10

REQUIREMENTS REVIEW & DEPOT DETERMINATION (R2D2)

10.1. Applicability. The annual R2D2 process implements organic depot requirements planning consistent with DAFMAN 63-122, *Depot Source of Repair Planning and Activation*. This instruction applies to DAF organizations that use Air Force depots to perform maintenance, repair, or overhaul activities.

10.2. Overview. R2D2 is AFMC's annual two-phase process for aligning OIB resources to DoD and DAF priorities. Its purpose is to build high-confidence forecast files for funded requirements for the next three fiscal years and then produce a manpower plan for the related capability, IAW **10 U.S.C. § 2472** *Prohibition on Management of Depot Employees by End Strength*.

10.3. During the Requirements Review (R2) phase (phase 1). HQ AFMC/A4/10 collects and distributes three funded requirement files: WSS-DPEM, CSAG-S and OFCO to Enterprise stakeholders for further collaboration.

10.3.1. The WSS-DPEM funded requirement file is provided by the CAM governance under HQ AFMC/A4/10 oversight. WSS-DPEM is the validated output of the Logistics Requirements Determination Process (LRDP) as defined in AFMAN 63-143. ERRP, BOW, and MRSP are feeders into Aircraft and Missile Requirements (AMR), which then feeds LRDP, which ultimately feeds R2D2. CAM produces a total sustainment requirement for Air Force weapon systems based on the Headquarters Air Force (HAF) directed Future Year Defense Plan and planned flying hours. The WSS-DPEM portion of the total requirement represents organic depot requirements constrained by maximum execution factors and priority-based distribution of funds through the POM.

10.3.2. The 448 SCMW and the ALCs utilize AFSCI 20-101 as the standard CSAG-S R2D2 process. Supportability during D2 is assessed for piece parts and depot capacity. Risk to the AFWCF is also evaluated against customer readiness.

10.3.3. The OFCO funded requirement file is provided by HQ AFMC/A4/10 after a standard validation and review process occurs between every SOR and customer (or an agent on their behalf). The OFCO file contains organic DM requirements not included in the WSS or CSAG-S process. Typical examples are weapon system modifications or any work from PPP parties, Foreign Military Sales customers, Joint Program Offices or DoD and non-DoD agencies through direct cite activities.

10.3.4. Guidance and training materials for these three processes can be found on the R2D2 SharePoint (SharePoint [®]TM) site located here: <https://usaf.dps.mil/teams/22072/SitePages/Home.aspx>.

10.3.5. During the D2 phase (phase 2), the ALCs and Software Directorate use the three funded requirement files to develop a Manpower and Capability plan for the next two FYs.

10.3.6. While the R2 is provided as a three-year look, only the first two years are translated into a manpower plan. The third-year forecast data provides feedback to HQ AFMC/A4/10 for the five-year strategic plan and is not accurate enough to justify the extensive man-hours for D2 planning.

10.3.7. AFSC/CC approves and submits the D2 plan to AFMC/FM as backup and supporting material for the BES brief, if needed. The AFMC corporate structure ensures HAF directed priorities are reflected in depot capability without driving unacceptable risk to Air Force Working Capital Fund solvency.

10.3.8. The HQ AFMC/A4/10 R2D2 Lead coordinates the release of an R2 to D2 translation tool to inform Requirement Owners of the two-year DM plan.

10.4. All Official Files (guidance, schedules, customer funded workload forecasts, briefings, etc.). Available on the HQ AFMC R2D2 SharePoint (SharePoint ®™) site: <https://usaf.dps.mil/teams/22072/SitePages/Home.aspx>

BRIAN M. MOORE
Brigadier General, USAF
Director of Logistics, Civil Engineering,
Force Protection and Nuclear Integration

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

DAFMAN 63-122, *Depot Source of Repair Planning and Activation*, 27 September 2024

DAFMAN 90-161, *Publishing Processes and Procedures*, 18 October 2023

AFPD 63-1/20-1, *Integrated Life Cycle Management*, 7 August 2018

AFMCI 21-100V1, *Depot Maintenance Principles*, 22 January 2024

AFMCI 21-100V2, *Depot Maintenance Production*, 22 January 2024

AFMCI 21-100V3, *Depot Maintenance Production Support*, 22 January 2024

AFMCI 23-105, *Planning for Defense Logistics Agency (DLA)-Managed Consumables (PDMC)*, 6 June 2023

AFMCMAN 63-1202, *Air Force Materiel Command Engineering Technical Assistance Request (Etar) Process Engineering Technical Assistance Request (ETAR) Process*, 30 September 2022

TO 00-5-1, *AF Technical Order System*, 30 August 2022

TO 00-25-4, *Depot Maintenance of Aerospace Vehicles and Training Equipment*, 3 October 2022

Prescribed Forms

None

Adopted Forms

DAF Form 679, *Department of the Air Force Publication Compliance Item Waiver Request/Approval*

DAF Form 847, *Recommendation for Change of Product*

AFMC Form 202, *Engineer Technical Assistance Request*

AFSC Form 206, *Temporary Work Request*

AFTO Form 103, *Aircraft/Missile Condition Data*

AFTO Form 252, *Technical Order Publication Change Request*

AFTO Form 781A, *Maintenance Discrepancy and Work Document*

Abbreviations and Acronyms

AF—Air Force

AFIRM—Aging Fleet Integrity and Reliability Management

AFMC—Air Force Materiel Command

AFRC—Air Force Reserve Command

AFSC—Air Force Sustainment Center
ALC—Air Logistics Complex
AMR—Aircraft and Missile Requirements
AMXG—Aircraft Maintenance Group
BES—Budget Estimate Submission
BOM—Bill of Material
BOW—Bill of Work
CAM—Centralized Asset Management
CE—Chief Engineer
CMXG—Commodities Maintenance Group
CSAG-M—Consolidated Sustainment Activity Group-Maintenance
CSAG-S—Consolidated Sustainment Activity Group-Supply
DAF—Department of Air Force
DCWA—Depot Customer Workload Agreement
DevPac—Development Packet
DLA—Defense Logistics Agency
DM—Depot Maintenance
DoD—Department of Defense
DPEM—Depot Purchased Equipment Maintenance
DPSH—Direct Product Standard Hours
DSCM—Depot Supply Chain Management
ERR—Engineering Requirements Review
ERRP—Engineering Requirements Review Process
ES—Equipment Specialist
ESRG—Enterprise Stakeholder Review Group
FPWS—Fixed Price Worksheet
FRB—Functional Review Board
FRG—Functional Review Group
FWG—Functional Working Group
FY—Fiscal Year
HAZMAT—Hazardous Materials
IAW—In Accordance With

IET—Industrial Engineer Technician
LOM—List of Materials
MMXG—Missile Maintenance Group
MRSP—Maintenance Requirements Supportability Process
O&A—Over & Above
OB—Business Office
OBP—Business Development Office
OFCO—Other Funded Customer Orders
OIB—Organic Industrial Base
PCN—Program Control Number
PEO—Program Executive Officer
PM—Program Manager
POC—Point of contact
POM—Program Objective Memorandum
PO—Program Office
PPE—Personal Protective Equipment
PPP—Public-Private Partnership
R2D2—Requirements Review and Depot Determination
RCFT—Requirement Collaborative Functional Team
SCMW—Supply Chain Management Wing
SE—Support Equipment
SFM—SPERS File Maintainer (only exists within OFCO governance)
SME—Subject Matter Expert
SOR—Source of Repair
SPERS—Sustainment Planning, Execution, and Reporting System
TO—Technical Order
Val/Ver—Validation and Verification
WCD—Work Control Document
WSS—Weapon System Sustainment
YODA—Yearly Organizational Distribution Allocation

Office Symbols

AFMC/CC—Air Force Materiel Command, Commander

AFRC/A4P—Air Force Reserve Command Resource Integration

AFSC/A3/4—Air Force Sustainment Center Logistics, Operations, and Civil Engineering

AFSC/CC—Air Force Sustainment Center Commander

AFSC/SW—Air Force Sustainment Center Software Directorate

ALC/OB—Air Logistics Complex Business Office

HQ AFMC/A3/6—Air Force Materiel Command Air, Space, and Cyberspace Operations

HQ AFMC/A4/10—Air Force Materiel Command Directorate of Logistics, Civil Engineering, Force Protection and Nuclear Integration

HQ AFMC/A4/10-EN—Air Force Materiel Command Product Support Management Branch

HQ AFMC/A4F—Air Force Materiel Command Product Support Management Division

HQ AFMC/A4FI—Air Force Materiel Command Life Cycle Management Branch

HQ AFMC/FM—Air Force Materiel Command Financial Management Directorate

Terms

Actual Hours—Used in trend analysis during the AMR process; the actual number of hours it takes to complete a task.

AMR (Aircraft and Missile Requirements) Process—As defined in AFMAN 63-143, Chapter 3., this is the granular, foundational process for developing, validating, and approving task-level organic maintenance requirements (DPSH, occurrence factors). Its output, the AMR Task Data and supportability, is a primary input to the LRDP. At the execution level, ALC led recurring AMR reviews will include the ALC, Supply, and Program Offices.

AMR Manager—File maintains the AMR Task Data in the CAM IT System IAW AFMAN 63-143, *Centralized Asset Management Procedures*, Chapter 3.

AMR Task Data—An export of documented depot tasks and associated task hours within the CAM IT System.

Concurrent Maintenance—Any depot level maintenance being accomplished on an aircraft/missile system while at the depot undergoing programmed/scheduled/planned depot maintenance activities.

Depot Maintenance—Material, software maintenance, or repair requiring the overhaul, upgrade or rebuild of parts, assemblies, subassemblies, or software programs, regardless of source of funds, location, or if accomplished organically or commercially. The term does not include procurement of modifications for performance improvement. It does include testing, installation of parts for modifications, and reclamation of materiel. Reference Title 10, United States Code, Section 2460.

Depot Purchased Equipment Maintenance—Covers the method for procuring depot maintenance services from organic or contractor depot maintenance resources. This involves customer management to determine requirements, obtain financial Obligation Authority, and provide programming authority for ordering work from depot maintenance including aircraft Programmed Depot Maintenance, engine overhauls, software, etc.

Direct Product Standard Hour—The time it should take to complete a task of an acceptable quality according to a specified method, working at a normal pace under normal working conditions to produce a described unit of work. Acceptable methods for measuring time for all required tasks include Time study (preferred), job sampling, and technical estimates. **Note:** DPSH represents the time it takes to complete a task from start to finish, regardless of the number of employees required to complete the task.

Earned Hours—Type of hours based on approved data, group timing, work sampling, technical estimates, or trend analysis, and maintained in a project workload planning system. Where feasible, three years of data should be considered.

Execution Year—The year in which there is a bona fide need. PMs seek funds in the execution year's budget to finance the need. This funding is in Then Year (TY) dollars.

Funds Holder—The organization with authority to commit funds and issue a project order or other funding document directing depot maintenance to perform a repair action.

Industrial Engineer Technician—Per the Office of Personnel Management (OPM) standard dated May 2009, this series covers nonprofessional technical positions engaged in industrial engineering work. Industrial engineering technician positions are concerned primarily with planning, designing, analyzing, improving, and installing integrated work systems comprised of materials, and equipment, for use in producing products, rendering services, repairing equipment, or moving and storing supplies and equipment. The work typically involves studies of engineered time standards, methods engineering, layout design of work centers, control systems, materials handling, or manpower utilization. It requires a knowledge of the principles and techniques of industrial engineering and practical knowledge of pertinent industrial and related work processes, facilities, methods, and equipment.

Lead Command—The command that serves as the operators' interface with the PM for a system as defined by AFPD 10-9.

LRDP (Logistics Requirements Determination Process)—As defined in AFMAN 63-143, Chapter 4., this is the formal process of documenting all WSS requirements (including those from AMR, CLS, SE, etc.), collaborating on them with Lead Agents, assigning risk, prioritizing, and publishing them in the CAM IT system to be used in the POM build.

Maintenance Group—In the USAF, a wing is normally the organizational tier below a Numbered. USAF wings are structured to fulfill a mission from a specific base and contain a HQ and four groups: an operations group, a maintenance group, a medical group and a mission support group. Maintenance groups support all maintenance operations.

Major Command—A major subdivision of the USAF that is assigned a major part of the USAF mission. A MAJCOM is directly subordinate to HAF. Most MAJCOMs have the word Command as part of their designation; MAJCOM HQs are management HQs and thus have the full range of functional staff.

Mission Design Series—The system by which military aerospace vehicles are identified.

Modification—A change in form, fit, or function to an airframe component, end item, piece of equipment, or software that affects the performance, ability to perform the intended mission, flight safety, production, or maintenance. Such modifications are generally accomplished to add a new

capability or function to a system or component, or to enhance the existing technical performance or operational effectiveness of the asset.

Negotiated Hours—Negotiated hours are utilized when a new task or action occurs that does not have developed hours and are only for O&A or non-standard tasks. Negotiated hours are not part of the original task for maintenance.

Non-parts—Non-parts can be defined as items such as PPE, support equipment, hazardous materials, special equipment, special tools, etc.

Organic Depot—Depot maintenance facility where actions are performed by a military service under military control using government owned or controlled facilities, tools, test equipment, spares, repair parts, and military or government civilian personnel.

Organic Industrial Base—The network of government-owned and operated industrial facilities and capabilities that support the production, maintenance, and repair of military equipment and supplies. These facilities are essential for ensuring that the military has the resources it needs to operate effectively and efficiently.

Over & Above—Work or tasks discovered during the course of performing overhaul, maintenance, and repair efforts that is/are (1) not within the general scope of the Work Spec, program Project Directive (PD) or contract, (2) not covered by the line item(s) for the basic work under the Work Spec, PD or contract, and (3) necessary in order to satisfactorily release the aircraft Planning, Programming, Budgeting, and Execution (PPB&E)—The PPB&E (Ref. AFPD 90-6) consists of two major programming and budgeting exercises, the President's baseline review, and the President's Budget. It is a continuous cycle with the PPB&E segments in any given year overlapping segments of several other years. Programming links mission requirements to the financial resources required. The result of this linkage is that resources can be allocated in a systematic way with direct relationship to the roles and missions of the USAF and Department of Defense (DoD or DD when referring to forms). The process also provides the information USAF senior leaders need to balance all the Service's fiscal needs. The Whole Engine Repair Requirements process is linked to the PPB&E via the HQ AFMC Logistics Requirements Determination Process, which provides the depot-level whole engine repair requirements input to the POM to ensure the proper funding and resources be available to overhaul USAF engines. Requirements are first identified in the POM, the first phase of the PPB&E. It is the place to bring forward all requirements to be funded across the FYDP so the USAF can identify funds needed to accomplish the work. The POM forecasts USAF requirements five to six years into the future to accomplish long-term planning and secure funding. The President's Budget ultimately results in funding authorized and appropriated by Congress to the USAF for the execution year and sets the rates for the Air Force Working Capital Fund.

Program Control Number—A six-position alphanumeric code used by customers of the CSAG-M to identify a specific customer order to be negotiated.

Program Executive Officer—The individual dedicated to executive management and supervision of a portfolio of mission-related acquisition category and selected programs. The Program Executive Officer is accountable to the Service Acquisition Executive.

Program Funding Level—Funding scenario generated during the annual POM process to develop trade-space and understand programmatic and operational impacts across multiple weapon system sustainment funding positions.

Program Group—A CAM unique term that's used extensively throughout the WSS process. In most cases the program group is synonymous with a Weapon System PM. All WSS requirements are grouped into specific program groups with each having a PM, typically a 0-6/GS-15 who validates and publishes those requirements annually.

Program Manager—The designated individual with responsibility for and authority to accomplish program objectives for development, production, and sustainment to meet the user's operational needs for their assigned weapon system. The PM for programs is accountable for credible cost, schedule, performance, and materiel readiness.

Program Office—This office is generally at the program group level and may consist of a PM, item manager, production management specialist, equipment specialist and financial manager.

Programmed Depot Maintenance—Depot modification and maintenance of all scheduled depot requirements accomplished normally on a calendar time cycle.

Publish—Requirements are electronically signed by the PM or designee and published in the CAM IT System.

Repair Group Category—A single-position, alpha or numeric code that identifies specific commodity or effort groupings of AFMC maintenance work requirements.

Requirement—A depot maintenance workload task to assure operational safety, suitability & effectiveness of a weapon system or commodity, or a validated need satisfied by a buy or repair action required to assure the preservation of baseline characteristics of systems or end-items.

Source of Repair—An industrial complex (organic, commercial contract, or interservice facility) with required technical capabilities to accomplish repair, overhaul, modification, or restoration of specific types of military hardware or software.

Stakeholders—For the purposes of this publication, a stakeholder is an individual or organizational entities (users, developers, acquirers, technologists, testers, budget analysts, sustainers, and industry) that are, or will be, associated with implementing and supporting the associated system, subsystem, or end-item capability requirements.

Supportability—The degree to which the planned logistics support allows the system to meet its availability and wartime usage requirements. Planned logistics support includes the following: test, measurement, and diagnostic equipment; spare and repair parts; technical data; support facilities; packaging, handling, storage, and transportation (PHS&T) requirements ; training; manpower; and software.

Sustainment—The continuing of materiel support which consists of the planning, programming, and maintaining operational capabilities from system fielding through disposal.

Technical Data—A general term used when referring to any or all technical publications as a whole or separately, and without reference to any one specific type of publication, such as technical manuals, technical orders, composition, artwork, engineering data, engineering drawings, master layout drawing, un-dimensioned drawings, specifications, parts list, automatic equipment program master tapes or cards, microfilm, printed copies, commercial manuals, film, sound tracks, or any other media used primarily for conveying technical information. The term technical data also applies to the reproducible copy from which multiple copies of technical data are reproduced.

Technical Order—A publication that gives specific technical directions and information regarding inspections, packaging, handling, storage, and transportation (PHS&T), operations, modifications, and maintenance of USAF equipment. The various types of technical orders include technical manuals, TCTOs, methods and procedures technical orders, automation type TOs (e.g., tapes and cards that are TO data in digital, magnetic, film, or sound form), index type TOs, and abbreviated TOs.

Trend Analysis—A process used to analyze the historical hours and occurrence rates for unpredictable Aircraft and Missile maintenance tasks to estimate future hour and occurrence rates. Trend Analysis is based on a principle of data analysis whereby a trend line is fitted to a set of data.

Weapon System Sustainment—A portfolio of depot maintenance, technical orders, and sustaining engineering efforts necessary to maintain the current approved technical baseline of weapon systems through maintenance, repair, and overhaul activities.

Weapon System—A combination of elements that function together to produce the capabilities required for fulfilling a mission need, including hardware, equipment, software, and all performance-based logistics sustainment elements, but excluding construction or other improvements to real property.

Workload—Requirements that will generate on a periodic schedule demanding test, fault isolation, disassembly, repair or modification, reassembly, inspection, and final test. Workload is expressed in DPSH and represents the unit of measure to posture the Command.