

**BY ORDER OF THE COMMANDER
AIR MOBILITY COMMAND**

**AIR MOBILITY COMMAND
INSTRUCTION 21-108**



2 MARCH 2023

Maintenance

LOGISTICS SUPPORT OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-Publishing.af.mil.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: HQ AMC/A4MP

Certified by: HQ AMC/A4M
(Colonel Duane E. Richardson)

Supersedes: AMCI21-108, 29 January 2019

Pages: 42

This instruction implements Air Force Policy Directive 21-1, *Maintenance of Military Materiel*, and references DAFI 21-101_AMCSUP, *Aircraft and Equipment Maintenance Management*. It provides policy relative to the organization and functions of AMC logistics support operations. It applies to all AMC units and Air Force Reserve Command (AFRC) and Air National Guard (ANG) upon mobilization, and/or AMC-led classic AFRC and ANG associations. This publication does not apply to the United States Space Force (USSF). Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFI 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using DAF Form 847, *Recommendation for Change of Publication*; route DAF Form 847s from the field through the appropriate functional' s chain of command. This publication may be supplemented at any level, but all direct Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. The authorities to waive wing/unit level requirements in this publication are identified with a tier ("T-0, T-1, T-2, T-3") number following the compliance statement. DAFMAN 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the tier numbers. Submit requests for T-0, T-1, and T-2 waivers through the chain of command to the appropriate waiver approval authority through HQ AMC/A4MP, ORG.AMCA4-35@us.af.mil. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

There were major organizational changes (such as XOCL to GADM) that required updates throughout the entire publication. Other changes include minor updates to Logistics Readiness, Unit, MOC, and Pro Super responsibilities. Additionally, changes were made to the tasking shortfall process in paragraphs. 2.1.1.1 and 2.1.1.2.

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Chapter 1

LOGISTICS READINESS RESPONSIBILITIES

1.1. Logistics Readiness. Logistics Readiness within AMC is handled through two separate and distinct functional organizations. The LOG Control, 618th Air Operations Center (AOC)/GADM (hereinafter referred to as “GADM”), is AMC’s logistics command and control (C2) component within the 618 AOC and is the focal point for all aircraft recovery matters affecting current operations in execution within the AMC C2 system. See “terms” on page 31 for the definition of GADM. The Logistics Operations and Civil Engineering Division (HQ AMC/A4O) comprises three separate and distinct functional branches: Civil Engineer Branch (AMC/A4OC), Logistics Readiness Operations Branch (AMC/A4OL), and Maintenance Readiness Management Branch (AMC/A4OM). Each of these divisions works in unison with the Director of Operations (HQ AMC/A3) and 618 AOC mission managers.

1.1.1. HQ AMC/A4O is the point of contact for AMC logistics mission support for contingency plans (CONPLANS), operational plans (OPLANS), exercises, Top-V (POTUS/FLOTUS, VPOTUS, SECDEF, SECSTATE, CJCS) support, National Aeronautics and Space Administration (NASA) support, and theater augmentation. HQ AMC/A4O Functional Area Managers (FAMs) determine logistics support requirements, then source, task, and manage deployed personnel, equipment, and supplies. AMC/A4O FAMs deploy mobility readiness spares package (MRSP) resources as required; perform logistics execution planning and task pre-positioned command MRSP assets, mission support equipment, vehicles, and other resources in support of the above missions. Upon coordination with AMC/A38 or AOC, AMC/A4O is authorized to verbally task AMC logistics personnel and support equipment that require forces to be in place within 72hrs, to include mobilized or activated AMC-gained forces. Orders will follow from AMC/A35.

1.1.1.1. AMC/A4O aerial port FAMs manage rotational Air Expeditionary Force (AEF) and exercise requirements. 618 AOC/GADC manages Contingency Response Wing (CRW) aerial port requirements, in partnership with AMC/A34. AMC/A4O coordinates all non-CRW vehicle requirements (including aerial port) through 441 VSCOS. After coordination, 441 VSCOS sends a vehicle release letter to the installation Vehicle Fleet Manager directing the release of the tasked vehicle.

1.1.1.1.1. For home station manning assistance requirements, submit requests to the appropriate functional manager within HQ AMC/A4 (e.g., A4M is the functional manager for aircraft maintenance) for validation and sourcing.

1.1.1.1.2. If the requirement for manning assistance is due to contingency operations, the functional manager will coordinate with AMC/A4O and 618 AOC future ops for additional information in order to validate the requirement.

1.1.1.2. AMC/A4O FAMs develop requirements and task units for unit type codes (UTC) to logistically support all AMC missions at their forward operating locations (FOL). AMC/A4O FAMs are available to assist deployed members at the FOL. The senior member of the deployed teams should contact A4O before deploying, upon arrival, and en route if they encounter any problems. The contact numbers are DSN 779-2580, commercial 618-229-2580, or 800-AIR-MOBL x2412.

- 1.1.1.2.1. Once a wing receives a tasking, follow the guidance in AFI 10-403, *Deployment Planning and Execution*, in order to shortfall a requirement. (T-2) All shortfalls must be processed through the Reclama Processing Tool (RPT).
- 1.1.1.2.2. All communication between AMC/A4O and squadron Unit Deployment Managers (UDMs) regarding logistics should be routed through the respective Wing deployment function.
- 1.1.2. 618 AOC/GADM is a 24-hour, 7-day a week operation that provides expeditious logistics support by initiating and controlling recovery actions for 618 AOC command and controlled missions for AMC, AMC-gained, AMC Service Missions on the Long-Range Schedule, and operational support airlift (OSA) aircraft that are non-mission capable (NMC) or have reported mission essential (ME) discrepancies away from home station. Joint Airborne/Air Transportability Training (JA/ATT) missions validated by authorized service validators are considered AMC missions. GADM supports aircraft recovery by expediting the movement of Maintenance Recovery Team(s) (MRT(s)), parts, and equipment (as applicable) through the transportation system to support NMC aircraft off-station. GADM has verbal tasking authority to direct and control AMC and AMC-gained units, which includes personnel, parts, equipment, and coordinating transportation requirements.
- 1.1.2.1. If requested, GADM will also coordinate support for AMC, ANG and AFRC NMC aircraft not executing 618 AOC command and control missions by communicating with the aircraft's home station, for example: Off-station trainers (OST) training missions, Guard-lift, etc. It is the responsibility of the aircrew to first contact their home station to coordinate recovery efforts as any recovery effort handled by GADM will be supported by a unit fund cite. If home station is unable to support the effort or requires assistance, GADM will fully support the recovery once a unit fund cite is provided, to include tasking AD units, with JCS priority consideration driving recovery priorities. Fund cite provided by unit requesting recovery support will be sent by GADM to AMC/A4 FM, DSN 779-2377.
- 1.1.2.1.1. NMC C-5s and C-17s, both active and Air Reserve Component (ARC), visiting AMC OCONUS en route sites with Forward Supply Locations (FSLs) are provided supply and GADM support. This support is provided regardless of whether these aircraft are executing 618 AOC command and control missions or not.
- 1.1.2.1.2. The FSL issues parts on-hand down to zero balance and backorders 1A conditions validated by authorized MICAP approval authorities. Even if the part is eventually sourced from the aircraft's home station, the backorder will be recorded and reparable spare turned-in at the FSL. (T-2) C-5 and C-17 wings have previously established customer organization accounts at these locations, so no new fund cite for parts are required.
- 1.1.2.2. GADM will support CONUS-operating AMC OSA/Contractor Support Aircraft (CLS) when assistance is requested from the contractor or owning home station. Normally GADM assistance is limited to arranging transportation for military recovery resources. GADM is not responsible for preparing appropriate contractor MRT orders.
- 1.1.2.3. The 89 AW and 375 AW perform all recovery actions for aircraft assigned to their units. GADM will assist in recovery efforts in the same manner as outlined in [para 1.1.2.1](#) with a unit fund cite if the 618 AOC does not have TACON (Tactical Control).

- 1.1.2.3.1. Joint Base Andrews contract maintenance is unable to support transient aircraft and is not tasked by GADM for MRT support. Additionally, the MRT responsibility for 89 AW aircraft resides with the contractor.
- 1.1.2.4. For aircraft executing 618 AOC command and control missions, the aircraft commander, Flying Crew Chief (FCC)/mission essential personnel (MEP), or if at AMC en route locations, the Maintenance Operations Center (MOC), is responsible for ensuring GADM is notified of aircraft status. GADM will coordinate recovery assistance requests for ARC aircraft through AFRC Battle Watch and through the affected home station for National Guard Bureau (NGB/A3XX) aircraft.
- 1.1.2.5. GADM is the focal point for Crash Damaged or Disabled Aircraft Recovery (CDDAR) of AMC assets where en route capability is limited or does not exist. GADM will coordinate with weapon system functional managers to determine MRT composition and equipment requirements, and task applicable units to provide the necessary assets.
- 1.1.2.6. GADM will provide/coordinate maintenance advice to en route aircrews when requested using applicable technical orders and policy guidance. GADM, FCC/MEP, senior AMC representative (as applicable) will update the local MOC with information on significant factors impacting the recovery of en route aircraft. **(T-2)**
- 1.1.2.7. GADM will coordinate with the aircraft commander, FCC/MEP, senior AMC representative, tasked unit MOC (as applicable) to relay additional information required by MRTs. GADM, FCC/MEP, senior AMC representative (as applicable) will update the local MOC at the recovery site, when applicable, with information on significant factors impacting the recovery of en route aircraft **(T-2)**
- 1.1.2.8. GADM directs and controls the recovery function by receiving and collecting information about broken aircraft that meet GADM recovery involvement criteria as defined in **Chapter 3** of this instruction. GADM creates and maintains records of logistics status recovery maintenance and logistics history for each aircraft in the Global Decision Support System (GDSS). GADM advises subordinate units through the local MOC when aircraft are diverted to, or maintenance requirements are directed to their stations.
- 1.1.2.9. Successful and expedient recovery of delayed aircraft depends upon accurate and timely communication between field personnel and GADM. The primary means of relaying information between recovery sites and GADM is via telephone. Use the following numbers to contact GADM: DSN, 779-0363; Commercial, 618-229-0363; Toll Free Commercial, 1-800-247-6625 (AIR MOBL), options 2, then 1. If normal telephone communication is unavailable, use the most expeditious means possible to contact GADM. Suitable systems include any of the following: Email at **TACC-XOCL@us.af.mil**, Satellite Communications (SATCOM DAMA-3), Global Decision Support System (GDSS), GADM inbox channel on the USAF-618AOC-MOD Mattermost Team. Additionally, GADM Division Chief possesses SIPRNET capability. Email at: **TACC-XOCL@us.af.smil.mil**.
- 1.1.2.10. GADM will coordinate maintenance recovery requirements to include all supply, MRT, and equipment needs and will confirm support capability at the aircraft location. GADM will then direct the tasked MOC to obtain a maintenance history and provide a copy to the MRT to prevent unneeded troubleshooting or maintenance.

1.1.2.11. GADM will utilize 436 Supply Chain Operations Squadron (SCOS) for supply searches to locate required repair assets. If assets are located within other commands (as applicable), GADM will coordinate with the 436 SCOS/WSMF for release of assets with the applicable supply organization.

1.1.2.11.1. GADM will consider local manufacture capability if applicable to the problem.

1.1.2.11.2. GADM determines when to cannibalize (CANN) for 618 AOC command and control missions for AMC and AMC-gained aircraft away from home station under GADM control and will authorize and direct CANN actions as required. Aircraft commanders do not have the authority to direct/authorize CANNs. Additionally, supervision at staged/en route locations will not allow CANN actions from aircraft being directly supported by GADM (via MRT, equipment or parts) without prior coordination/approval by GADM. **(T-2)**

1.1.2.11.2.1. Cannibalization from AFRC or ANG aircraft is restricted. GADM will request CANN authority through HQ AFRC Force Generation Center Battle Watch or ANG Readiness Center (ANGRC), as applicable, prior to authorizing a CANN action. If an AFRC/ANG unit is activated/mobilized, the aircraft and activated personnel will be treated the same as an active-duty unit and GADM may direct CANN actions as required. **(T-2)**

1.1.2.11.2.2. GADM will notify 613 AOC/AMD Logistics of intended cannibalization of PACAF C-17s on 618 AOC command and control missions and provide supply data as required.

1.1.2.11.3. When staged or deployed aircraft remaining under direct 618 AOC control, to include in an Area of Responsibility (AOR), require unit justification code (UJC) JA parts for otherwise Mission Capable (MC) or partially mission capable (PMC) discrepancies deemed mission essential (ME) by aircrew or maintenance, the part will be ordered under UJC 1A priority. This will preclude non-availability of aircraft for specific missions when the MC discrepancy directly contributes to the mission effectiveness of the aircraft in a particular mission, role, or location. For example, Missile Warning System malfunctions may be a PMC discrepancy; however, a staged aircraft in an AOR may not be able to meet mission parameters without this system. Upon identification of a ME discrepancy for a JA part, staged/deployed maintenance will inform the appropriate supply function and GADM upon ordering of the part that it is a JA part; however, it will be coded as 1A to ensure expedient handling. GADM will coordinate support with the 436 SCOS/GWL. The intent of this paragraph is to allow stage locations the ability to report status in accordance with the appropriate Mission Essential Systems List (MESL) and AFI 21-103, *Equipment Inventory, Status and Utilization Reporting*, but allow 618 AOC and 436 SCOS the ability to support mission requirements quickly and effectively.

1.1.2.11.4. GADM will coordinate with the 436 SCOS/WSMF to source and ship the part. GADM will determine most expeditious method of transportation.

1.1.2.12. GADM will determine parts, MRT, and equipment transportation mode/route to the recovery site with the primary objective being the expeditious recovery of the aircraft.

GADM will consider all factors available, including on-scene technical expertise (e.g., FCC, engineer, etc.) for additional insight into the problem.

1.1.2.12.1. Transportation of parts/equipment/MRTs is primarily accomplished using AMC aircraft. 618 AOC can coordinate special requirements GADM may have for asset delivery, such as diverting aircraft, delaying scheduled departure, or adding additional missions to support recoveries. Special transportation authority for MICAP shipments to support en route recoveries is contained in AMCI 23-102, *Expeditious Movement of AMC MICAP/VVIP Assets*.

1.1.2.12.2. Commercial transportation of MRTs and equipment is, in many cases, the most expeditious method. GADM will direct commercial transportation if military airlift is not available or timely. The AMC unit tasked to provide transportation for resources must coordinate through their host Traffic Management Operations (TMO) and/or utilize the Defense Travel System (DTS) to arrange for commercial transportation of assets and personnel. **(T-2)** For equipment, the tasked unit must provide shipping documents with appropriate funding citation. **(T-2)** TMO determines the fastest mode of commercial transportation based on the size, weight, dimensions, and destination of the parts and equipment. When using commercial transportation, mark all documents and assets for priority handling as "Aircraft on Ground" (AOG). Personnel requiring commercial transportation must provide valid travel orders. **(T-2)**

1.1.2.12.3. Surface transportation is sometimes the fastest means to move parts, MRTs, and equipment. GADM is authorized to task unit ground transportation to provide timely ground transportation for these items. **Note:** ANGRC Ground Transportation function does not maintain vehicle operators during peacetime operations.

1.1.2.13. GADM will notify the tasked unit's MOC, or other applicable agency, via telephone after determining tasking requirements.

1.1.2.14. GADM will ensure requirement of travel clearances, passports, or visa requirements (as applicable) using the *Foreign Clearance Guide* (<https://www.fcg.pentagon.mil>). GADM will coordinate with the US Embassy and US Defense Attaché Office (DAO) at the recovery location if required. GADM will review (if applicable) the *Foreign Clearance Guide* and provide the format to the unit. GADM will advise tasked unit's MOC of travel priority, travel clearance requirements, and the need to have "Mission Route Support (MRS) Authorized" and "Mission Essential Personnel (MEP) Authorized," on travel orders. This enables the MRT to obtain correct travel arrangements from passenger service functions.

1.1.2.15. GADM directs shipment of applicable assets as prescribed in AMCI 23-102. Parts will be marked "AMC MICAP/very, very important parts (VVIP)", "Project Code 196", and required delivery date "999". **(T-2)**

1.1.2.15.1. For aircraft recoveries requiring shipment of aircraft parts, GADM will provide the appropriate 436 SCOS/Weapon System Management Flight (WSMF) the modes of shipment and where to pull the asset from. **(T-2)**

1.1.2.15.2. GADM will coordinate with the AMC Aerial Port Control Center to expedite movement and ensure proper handling of recovery assets.

1.1.2.16. GADM will monitor progress of parts, MRT, and equipment in transit to recovery locations and once on site, GADM will monitor status of MRT and/or recovery operations.

1.1.2.17. GADM will coordinate and monitor the return of MRT members, and equipment to place of origin after the aircraft is returned to mission capable status. GADM will “assist” in returning due in for maintenance (DIFM) parts if the FCC/MEP or aircraft commander cannot perform the function due to mission or size of parts. GADM assistance consists of coordinating supply turn-in or transportation for the parts to the owning base. Priority transportation is authorized for all resources in both directions.

1.1.2.18. GADM will get owning group commander’s approval prior to coordinating a MRT under an International Cross Servicing Agreement. (See [Chapter 8](#)) (T-2)

Chapter 2

UNIT RESPONSIBILITIES

2.1. Maintenance Group Commander Responsibilities. The Maintenance Group Commander (MXG/CC) or designated representative, is responsible for deploying tasked MRTs and equipment to recover aircraft at off-station locations when directed by GADM. **(T-2)** Unit resources, including personnel, supplies, and equipment will be made available as tasked to support en route aircraft recoveries, regardless of aircraft ownership. **(T-2)** The MXG/CC, MXG/CD, or designated representative will:

2.1.1. Ensure their unit provides assistance to expeditiously recover aircraft when tasked by GADM. **(T-2)**

2.1.1.1. Ensure the applicable agency immediately notifies GADM of the intent to support tasking and a support timeline or possible shortfall situations. **(T-2)** GADM Division Chief or designated representative is final authority for unit taskings **(T-2)**

2.1.1.2. MXG/CC, MXG/CD, AMOG/CC, AMOG/CD, or designated representative will contact GADM Division Chief or designated representative immediately of their unit's intent to shortfall within 4 hours and provide a verbal, detailed outline of reasons as to why their unit cannot support the tasking. **(T-2)** GADM can set more stringent shortfall timelines based upon CJCS priority (e.g., if short-falling 1A1, GADM may set a 1-hour shortfall timeline in order to facilitate expeditious mission recovery). **(T-2)** The unit shortfailing the tasking will follow up with an email routed to GADM from the MXG/CC, MXG/CD, AMOG/CC, AMOG/CD, or designated representative no later than the next duty day outlining circumstances driving the shortfall. **(T-2)**

2.1.2. Ensure individuals selected for MRTs are fully qualified to perform and complete all anticipated tasks, including In-Process Inspections (IPI) and Red X signoffs to include clearing repeat/recur discrepancies. **(T-2)** Additionally, consider the experience level of the individual(s) selected when additional troubleshooting requirements are possible.

2.1.3. Ensure temporary duty (TDY) orders are generated to support the MRT tasking. **(T-2)** Ensure the following authorizations are included: MRS and MEP. **(T-2)** MRS permits the removal of cargo to allow space for the MRT and their equipment see AFI 24-605, Volume 2, Chapter 2, *Air Transportation Operations*.

2.1.3.1. Advance per diem, commercial travel authorization, rental car authorization, excess baggage authorization, and variations authorized will be included on the TDY orders. **(T-2)** Priority transportation is authorized for all resources in both travel directions.

2.1.3.2. MEP on non-organic missions will process through the passenger terminal and will fly as Space-R (duty standby) passengers. **(T-2)**

2.1.3.3. MRT personnel on organic airlift will also process through the passenger terminal. **(T-2)** However, in time critical situations they are not required to process through the passenger terminal and may be manifested by the aircrew on DD Form 2131, *Passenger Manifest*, or included on approved flight authorization. MEP travelers must notify the Air Terminal Operations Center (ATOC)/LGRD personnel of their intent to travel aboard a specific mission no later than three hours prior to departure time. **(T-2)** They shall not

normally be added to the mission after that point if it shall adversely impact manifested passengers.

2.1.4. After identification of the MRT Chief, ensure he/she is adequately trained on all responsibilities IAW **Chapter 5** of this instruction. **(T-2)**

2.1.5. Be prepared to rapidly deploy crash recovery equipment and/or personnel for their Mission Design Series (MDS) if directed by GADM to recover AMC or AMC gained assets. **(T-2)**

2.1.6. For owned aircraft, approve MRT's to be executed by a foreign nation under International Maintenance Support and Cross-Servicing. (See **Chapter 8**) **(T-2)**

2.1.6.1. Ensure sufficient funds are available to support MRT. **(T-2)**

2.2. Responsibilities for the Senior Maintainer. All non-mission capable en route aircraft executing 618 AOC command and control missions are reported to GADM (refer to criteria established in **Chapter 3, paragraph 3.1.1**) and remain under the direct control of GADM until returned to mission capable status. When at AMC locations/bases including permanently established AMC en route locations, the senior AMC maintenance person on station (as applicable) is responsible for providing supervision oversight of the MRT maintenance actions on their flight line. **(T-2)** The AMC MXG/CC or designated representative, or senior AMC maintenance person (as applicable) will:

2.2.1. Ensure GADM is informed of aircraft status changes and recovery requirements for aircraft under GADM control. **(T-2)**

2.2.2. Ensure on station MRT personnel receive timely host unit support to expedite recovery actions. **(T-2)**

2.2.3. Not allow CANN actions from en route aircraft without prior coordination with GADM. **(T-2)**

2.2.4. Ensure on station MRT personnel do not work aircraft other than those originally directed for support by GADM without prior coordination/approval of GADM. **(T-2)**

Chapter 3

MAINTENANCE OPERATIONS CENTER (MOC) RESPONSIBILITIES

3.1. MOC Responsibilities. The MOC is the single point of contact (POC) for GADM taskings and information concerning aircraft under GADM control.

3.1.1. The MOC will notify GADM when en route/transient 618 AOC command and control aircraft are coded NMC, or an ME discrepancy exists and any of the following criteria is met:

3.1.1.1. Current time exceeds delay start time due to logistics. **(T-2)**

3.1.1.2. Current aircraft overall Estimated Time in Commission (ETIC) exceeds delay start time. **(T-2)**

3.1.1.3. The aircraft has aborted or diverted for maintenance. **(T-2)**

3.1.1.4. Maintenance requirements exceed local capabilities. **(T-2)**

3.1.1.5. Supply requirements exceed local resources. **Note:** This includes aircraft that are transiting home station while on active AMC missions. **(T-2)**

3.1.2. Upon receiving a tasking from GADM, all tasked unit MOCs will follow the procedures outlined below to assist GADM in assembling the best possible support package. **(T-2)**

3.1.2.1. Upon receiving a MRT Tasking:

3.1.2.1.1. The MOC will record the following details provided by GADM: Aircraft MDS and tail number, location, point of contact and phone number, applicable fund cites, all discrepancies requiring support, AFSC and necessary skill level of required technicians, part and equipment requirements, mode of transportation and projected date/time of departure, and passport/visa requirements for personnel. **(T-2)** The MOC will utilize the data provided to create an aircraft discrepancy in the Maintenance Information System (MIS) (if not previously complied with). **(T-2)** Additionally, the MOC will ensure the discrepancy is properly cleared upon notification the subject aircraft is no longer NMC. **(T-2)**

3.1.2.1.2. The MOC will notify the applicable Production Superintendent (Pro Super) or Senior Maintenance representative. **(T-2)** The MOC will also notify the Installation Deployment Officer (IDO) if the MRT requires North Atlantic Treaty Organization (NATO) orders **(T-2)** The MOC will also pass the GADM tasking to the Pro Super for selection of MRT members and to select/source required equipment items. **(T-2)** Pro Supers will follow responsibilities outlined in **Chapter 4**. **(T-2)**

3.1.2.1.3. The MOC will brief MRT personnel on all duties and responsibilities to include: passport, visa, immunization, terrorist, criminal, and intelligence threat requirements at the recovery site. **(T-2)** If necessary, MOC will contact local agencies, (e.g., UDM, IDO, intelligence, medical, OSI, etc.) to gather required briefing information and will ensure MRT is aware of personal equipment requirements, (e.g., A-bags, C-bags, etc.). **(T-2)** MOC will also brief MRT team chief on where the supply part needs to be returned to, (e.g., returned with MRT, turned in at the recovery location, or returned to home station with the aircraft commander or FCC/MEP). **(T-2)**

- Note:** MOC should check Foreign Clearance Guide (FCG) for country entry requirements.
- 3.1.2.1.4. The MOC will advise the applicable base agencies of the requirement to move an MRT. **(T-2)**
- 3.1.2.1.5. The MOC will coordinate with GADM for country clearance letters if required. **(T-2)**
- 3.1.2.1.6. The MOC will direct the Pro Super to generate DD Form 1149 shipping documents to turn in immediately to the Traffic Management Operations (TMO) Flight for processing of any tools or equipment requiring transportation using local TWCF funds if required. (See [paragraph 4.1.2.3](#)) **(T-2)**
- 3.1.2.1.7. The MOC will inform GADM of MRT names, rank, position (e.g., team chief, avionics, etc.), AFSC and skill level, and transportation control number (TCN) for all parts, tools, and equipment processed for shipment. **(T-2)** Notify GADM when the tasked MRT and all associated parts and or equipment are ready for movement and notify GADM in the event of difficulties with meeting or completing the tasking requirements. **(T-2)**
- 3.1.2.1.8. The MOC will notify GADM when MRT personnel and deployed equipment has returned to home station to include status of supply DIFM assets if applicable. **(T-2)**
- 3.1.2.1.9. A limited number of Global Reach Back kits are available for communication in austere locations if needed. Contact unit Logistics Network (LOGNET) representative for assistance.
- 3.1.2.2. The MOC will accomplish the following actions for equipment items not accompanied by MRT:
- 3.1.2.2.1. Record the following details provided by GADM: Aircraft MDS and tail number, location, equipment requirements, mode of transportation, and projected date/time of departure. **(T-2)**
- 3.1.2.2.2. Contact the applicable Pro Super/Senior Maintenance representative and inform them of the tasking requirement to select and source required equipment items. **(T-2)** Refer to Pro Super responsibilities in [Chapter 4](#).
- 3.1.2.2.3. Notify GADM when coordination is complete and pass on all TCNs, if used. **(T-2)** Immediately notify GADM in the event of difficulties with fulfilling the tasking requirements. **(T-2)**
- 3.1.2.2.4. Notify GADM when the deployed equipment has returned to home station. **(T-2)**
- 3.1.2.3. Cannibalization procedures are as follows: If parts cannot be provided by other sources, or if available transportation options dictate, GADM will direct CANN action. **(T-2)** If a unit is tasked with a CANN action and the CANN action is not feasible, coordinate with GADM for resolution. **(T-2)** Only the MXG/CC or equivalent may shortfall a CANN tasking. **(T-2)** Shortfall procedures outlined in [paragraph 2.1.1.1](#) apply. The MOC will:

- 3.1.2.3.1. Record the following details provided by GADM upon receipt of a CANN tasking: Aircraft MDS and tail number, location, parts requirements, technical order, figure, and index, part number, national stock number, nomenclature and TCNs, mode of transportation and projected date/time of departure. **(T-2)** The tasked unit MOC will also forward as required any blueprints, parts specifications, drawings, or other documents required to ensure the correct assets are provided for the recovery. **(T-2)**
- 3.1.2.3.2. Contact the applicable Pro Super and inform them of the tasking requirement to select donor aircraft or engine and initiate the CANN action. **(T-2)**
- 3.1.2.3.3. Notify GADM when coordination is complete and pass on all TCNs. **(T-2)** Notify GADM when the tasked parts are ready for movement and notify GADM in the event of difficulties with the tasking. **(T-2)**
- 3.1.3. The MOC will maintain MRT folders and provide them to each MRT team chief prior to departure. **(T-2)** As a minimum, the folder will contain a listing of the GADM phone numbers contained in [paragraph 1.1.2.9](#), and a current copy of AMCI21-108. **(T-2)**
- 3.1.4. The MOC will coordinate with the ATOC or the Logistics Readiness Squadron (LRS)/LGRD at a location without an ATOC for MRT processing procedures, if applicable. **(T-2)**
- 3.1.5. The MOC will inform GADM whenever a request for assistance (RFA) is required and ensure GADM receives a copy of the submitted RFA and a copy of the final engineering disposition. **(T-2)**

Chapter 4

PRODUCTION SUPERINTENDENT (PRO SUPER) RESPONSIBILITIES

4.1. Pro Super Responsibilities. The tasked units on duty Pro Super, or senior maintenance representative when no Pro Super is on duty, is critical to the successful recovery of aircraft under the control of GADM.

4.1.1. The Pro Super will ensure timely and accurate information concerning the GADM tasking is forwarded to the MOC. **(T-2)**

4.1.2. When informed of a GADM tasking the unit Pro Super will ensure the following requirements are accomplished, as applicable:

4.1.2.1. The Pro Super will ensure all required parts and/or equipment are serviceable, properly sourced and issued to the MRT Chief to hand-carry to the deployment site. **(T-2)** Items too large or heavy to be carried will be coordinated with GADM. Ensure coordination with LRS Equipment Accountability Element (EAE) concerning deployment of accountable equipment. **Note:** A limited number of Global Reach Back kits are available for communications in austere locations if needed. Contact unit Logistics Network (LOGNET) representative for assistance.

4.1.2.1.1. If CANN actions are directed, the Pro Super will coordinate with the MOC to initiate actions on selected aircraft or engines and coordinate disposition of parts per GADM direction **(T-2)** If CANN asset is DIFM and due out establishment is at recovery or aircraft home station, part must be turned in through LRS. **(T-2)** The Pro Super will ensure all required parts and/or equipment are properly prepared/purged prior to delivery to supply or TMO. **(T-2)**

4.1.2.2. For movement by AMC airlift, MRT parts and/or equipment are considered “maintenance property” and not “supply parts.” Equipment and parts shipped commercially must be coordinated with TMO. **Note:** Care must be taken to maintain accountability and satisfy open DIFM details, particularly for parts moving by AMC airlift.

4.1.2.3. The Pro Super will work with TMO to verify proper preparation of shipping documents (DD Form 1149, *Requisition and Invoice/Shipping Document*) using the Logistics Tool Suite (LTS) site required IAW DAFI 24-602V2, *Cargo Movement*, located at: [lts.cce.af.mil/DD Form 1149/](https://lts.cce.af.mil/DD%20Form%201149/). **(T-2)** Include POC and phone number plus an unclassified address to include building number, street address, and US or host nation zip code.

4.1.2.4. The Pro Super will record all TCNs and forward information to MOC. **(T-2)**

4.1.2.5. The Pro Super will ensure that all items are assigned TCNs and marked as "999 AMC MICAP, VVIP". **(T-2)** IAW AMCI 23-102, use project code 196.

4.1.2.6. For equipment only taskings, the Pro Super will ensure equipment includes all applicable accessories, documentation, has a current inspection that will not come due while deployed, and is in fully operational condition. **(T-2)**

4.1.2.7. For parts only taskings, the Pro Super or appropriate Section NCOIC/Chief will open all boxes and visually inspect each part to ensure enclosed part is correct, serviceable,

and complete. **Note:** If time permits, parts will function/bench checked for serviceability (correct software, OFP, configuration, etc.). **(T-3)**

4.1.2.8. The Pro Super will ensure prompt delivery of tasked assets to TMO after TCN confirmation with GADM of non-supply assets (maintenance tools/equipment).

4.1.3. The on-duty Pro Super at the broken aircraft location will coordinate duty schedule and maintenance actions, of MRTs TDY to their location, with the TDY MRT Chief and FCCs. **(T-2)** The Pro Super in conjunction with the MRT Chief will ensure GADM is informed of duty schedules/activities associated with aircraft under GADM control. **(T-2)**

4.1.4. The on-duty Pro Super at the broken aircraft location will work with the MRT Chief in providing the necessary resources the MRT may need. **(T-2)** The Pro Super may not pull the MRT from working its designated aircraft without prior coordination with GADM. **(T-2)**

Chapter 5

MAINTENANCE RECOVERY TEAM CHIEF RESPONSIBILITIES

5.1. Maintenance Recovery Team (MRT) Chief Responsibilities. The MRT Chief is responsible for the proper execution of pre-deployment, deployment, employment/on-scene recovery, and re-deployment actions. While assigned to the MRT, personnel are directly responsible to GADM and will contact them for resolution of any problems. **(T-2)** If the recovery location is an AMC base or fixed en route, the MRT is responsible to the local AMC MXG/CC or senior AMC maintenance person (as applicable) upon arrival through departure. The MRT will coordinate all requirements through GADM, the local MOC and local Pro Super, as applicable. **(T-2)** If located at a non-AMC or non-USAF location, coordinate with GADM, the local MOC, Transient Alert, and either the on-station AMC Contingency Response Group (CRG), or the aircraft commander (as applicable). The MRT Chief is responsible for all parts, equipment, and personnel deployed with or sent as follow up support to MRT locations. **(T-2)**

5.1.1. The MRT Chief will report to the MOC for a mission briefing and receipt of an MRT folder if tasked by GADM. **(T-2)**

5.1.2. The MRT Chief will ensure all personnel assigned to the MRT are qualified (review electronic training system, Individual Training Record Folder, or equivalent, and MIS training product), prepared, and are aware of their responsibilities during recovery actions. **(T-2)**

5.1.3. The MRT Chief will accomplish a history check on the aircraft by reviewing the discrepancy, doing a work unit code/reference designator inquiry in MAF Log C2 (G081) using screen 8070, or equivalent Maintenance Information System, and reviewing the history for the past 90-days. **(T-2)**

5.1.4. The MRT Chief will coordinate travel arrangements with the host TMO or utilize DTS when directed by GADM. The MRT chief will notify GADM of specific travel plans when confirmed. **(T-2)**

5.1.4.1. The MRT Chief will not self-procure commercial transportation. **(T-2)** Travelers who self-procure commercial transportation will not be reimbursed unless they can prove that self-procurement was the only way to meet mission requirements.

5.1.5. The MRT Chief will ensure proper technical data is available or carried with the team to complete the task. **(T-2)**

5.1.6. The MRT Chief will verify all necessary parts are available and taken with the MRT as directed by GADM. **(T-2)** The MRT chief will open container(s) to ensure the part(s) received are the parts that were ordered. **(T-2)** The MRT chief will review repair procedures contained in the applicable technical orders to ensure attaching hardware and any other attaching parts that may have been (or will be) disconnected or damaged in the assembly/disassembly process are available. **(T-2)**

5.1.6.1. MRT Team Chief will be briefed by MOC/GADM on where the supply DIFM assets are to be turned in: back to MRT location, broke location, or aircraft home station. **(T-2)**

5.1.7. The MRT Chief will ensure all test and support equipment is inventoried, calibrated (pay particular attention to limited calibration), has a current inspection that will not come due

while TDY and is fully operational, contains all necessary accessory items (e.g., test leads, adapters, etc.), and if applicable, is loaded with the correct software to support the MDS (block and serial number) to be repaired, prior to dispatch. **(T-2)**

5.1.8. The MRT Chief will coordinate with the aerial port or TMO to ensure all required parts and equipment are assembled, inventoried, and loaded on the support aircraft. **(T-2)** The MRT Chief will physically validate the presence and condition of all MRT assets. **(T-2)** Small items may be hand-carried by the MRT to prevent loss. Do not check hand-carried items as baggage on commercial flights unless required by the Transportation Security Administration (TSA).

5.1.9. The MRT Chief will notify GADM and the local AMC MOC, if applicable, immediately upon arrival at the recovery site. **(T-2)** The MRT Chief will make an initial assessment of aircraft recovery requirements and update GADM of status, provide duty phone, cell phone, email address (if applicable), billeting location, billeting phone number and room extension if applicable to GADM, the local MOC, and the local supporting agency (i.e., transient alert or flight line maintenance unit). **(T-2)** Utilize information in [paragraph 1.1.2.9](#) to contact GADM. If difficulty contacting the GADM directly, the MRT Chief will call their home station MOC to relay information.

5.1.9.1. If asset was shipped through the LRS at the MRT home station, then the asset must be taken to the recovery location LRS for receipt processing. **(T-2)** Turn-in of unserviceable DIFM assets must also take place at the recovery location. **(T-2)**

5.1.9.2. MRT will start work immediately upon arrival, dependent upon availability of the aircraft, field operating hours, and length of duty day. **(T-2)** The MRT Chief works under the guidance of the local Pro Super and GADM and will coordinate successive duty hours for the MRT. **(T-2)**

5.1.9.2.1. At CONUS locations with AMC units or OCONUS fixed en route locations, the MRT chief will also coordinate all duty schedule requirements with the local Pro Super. **(T-2)** The MRT chief will assess conditions at the recovery site and establish a duty schedule with the local Pro Super (as applicable) that balances aircraft recovery needs with proper health and welfare needs of MRT members. **(T-2)**

5.1.9.2.2. Normal work/rest periods are 12 hours of work followed by 12 hours of rest. As a minimum, each MRT member is provided the opportunity for 8 hours of uninterrupted sleep, exclusive of transportation to and from the billeting location and time to eat.

5.1.9.3. The MRT Chief will coordinate with the local Pro Super or on-site maintenance supervision to review local instructions. **(T-2)** MRTs will adhere to applicable local maintenance instructions of the TDY location. **(T-2)**

5.1.9.4. The following procedures will be used to report maintenance progress to the GADM and the local MOC if available:

5.1.9.4.1. The MRT Chief will report maintenance and supply status changes and additional requirements (e.g., parts, equipment, and expertise) as they become known. **(T-2)** If it is determined that additional equipment is required, check with local maintenance operations and/or facilities for availability. **(T-2)** If the equipment is available and can be borrowed from a US Department of Defense agency, advise the

- GADM of use. If the equipment is available from any other source (e.g., civilian contractor, allied military unit, etc.) contact GADM.
- 5.1.9.4.2. The MRT Chief, during duty hours, will report work progress status every 6 hours or no later than expiration of current ETIC. **(T-2)** The MRT Chief will keep the local AMC Pro Super informed of all work progress, as applicable. **(T-2)**
- 5.1.9.4.3. The MRT Chief will report start time of work, shift changes, and all work stoppages, to include end of shift status or job completion. **(T-2)**
- 5.1.10. The MRT Chief will notify the local MOC or GADM whenever a RFA is required. **(T-2)** If at an established en route location, the MRT Chief will ensure en route supervision is aware of the need for an RFA. **(T-2)** The MRT chief will ensure GADM receives a copy of the submitted RFA and a copy of the final engineering disposition. **(T-2)** Follow the MDS specific procedures listed in **Attachment 3** for submitting an RFA. **(T-2)**
- 5.1.11. The MRT Chief will contact GADM if a discrepancy must be cleared on a system for which no one on the team is qualified. **(T-2)** Follow guidance in TO 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*.
- 5.1.12. The MRT Chief will not allow the MRT to work on aircraft not supported by GADM without prior coordination with GADM. **(T-2)**
- 5.1.13. The MRT team chief will contact home-station MOC for MIS entries if no En-Route MOC is available to include the opening/closing of JCNs, ETIC updates.
- 5.1.13.1. The MRT Chief will ensure all equipment, parts, and supplies are accounted for and return transportation has been coordinated with GADM prior to return to home station. **(T-2)**
- 5.1.13.2. The MRT Chief will ensure all equipment that cannot be returned with the MRT has the proper documentation and is receipted in by the recovery site Transportation Office. **(T-2)** The MRT chief will also notify GADM with the status and the TCNs of the equipment not being returned. **(T-2)**
- 5.1.13.3. MRT Chief will ensure repairable (DIFM) items are turned in with applicable maintenance documents (at recovery location supply, home station, or MRT location) depending on GADM-briefed instructions to properly clear DIFM details. **(T-2)** If the MRT has questions about disposition of supply assets, contact GADM for instructions. **(T-2)**
- 5.1.13.4. If applicable, the MRT will initiate required deficiency report (DR) IAW TO 00-35D-54, *SB*, and attach to the part at time of turn-in. **(T-2)** This will ensure supply personnel are provided a copy of the initial report to process the DR exhibit.
- 5.1.14. The MRT Chief will ensure the following information is communicated to the home station engine manager when an engine change occurs: engine position number, engine cycles and engine time for the engine being removed and the engine serial number, engine cycles, and engine time for the engine being installed.
- 5.1.15. The MRT chief will immediately notify MOC and their unit Pro Super and Section NCOIC/Chief upon return to home station. **(T-2)**

Chapter 6

FLYING CREW CHIEF (FCC)/MISSION ESSENTIAL PERSONNEL (MEP) RESPONSIBILITIES

6.1. Flying Crew Chief (FCC)/Mission Essential Personnel (MEP) Responsibilities. For aircraft executing 618 AOC command and control missions, FCC will coordinate with AMC en route maintenance for logistics C2 support. **(T-2)** At locations without AMC en route maintenance, FCC will coordinate with transient alert and 618 AOC/GADM. **(T-2) Note:** Reference AMCI 11-208, *Mobility Air Forces Management*, for Aircraft Commander Responsibilities.

6.1.1. The FCC/MEP will provide GADM with a valid phone number along with identifying any known parts, special tools, and equipment requirements. **(T-2)** From the time of initial notification, the FCC/MEP will be in *on-call status* and will keep GADM advised of a current contact phone number. **(T-2)** The following information should be provided when contacting GADM:

6.1.1.1. Tail number, aircraft type, location.

6.1.1.2. FCCs, and/or MEPs name, phone number, crew rest location, room number.

6.1.1.3. Mission-essential maintenance conditions, fault isolation number, if applicable, and troubleshooting actions that have been accomplished.

6.1.1.4. When discovered code.

6.1.1.5. Progress of maintenance actions to date.

6.1.1.6. Should parts be required, provide the following:

6.1.1.6.1. Name or “nomenclature” of the part(s).

6.1.1.6.2. Quantity of each part.

6.1.1.6.3. Part number for each part.

6.1.1.6.4. National Stock Number (NSN) of each part.

6.1.1.6.5. Technical Order reference--illustrated parts breakdown (-4).

6.1.1.6.6. Work Unit Code (WUC) or reference designator.

6.1.1.6.7. Job Control Number (JCN).

6.1.1.6.8. If available, valid 1A MICAP document number from recovery location's base supply.

6.1.2. Advise GADM of duty and billeting phone numbers and billeting location/room number for FCC/MEP maintenance personnel as required.

6.1.3. Prior to MRT, parts, or equipment arrival, the FCC/MEP will coordinate with GADM and local maintenance organization for availability of necessary local equipment and parts. **(T-2)** The FCC/MEP will order the part via the AF supply activity. **(T-2)** The supply activity will order the part, via ES-S ISU or backorder the part (TEX 7 memo due-out). **(T-2)**

6.1.4. The FCC/MEP will ensure parts used to repair their aircraft are returned to the correct location to properly clear DIFM details. **(T-2)** Contact GADM for disposition instructions.

6.1.5. The FCC/MEP will notify GADM or the local AMC MOC (as applicable) of the following: Job start time, shift changes, work progress (minimum every 6 hours while on duty) and all work stoppages to include end of shift or job completion. **(T-2)**

6.1.6. If an MRT has not been assigned and a RFA is required, the FCC/MEP maintenance will ensure the local AMC MOC (if applicable) and GADM are notified of the requirement. **(T-2)** The FCC will ensure GADM receives a copy of the submitted RFA and a copy of the final engineering disposition. See **Attachment 3** for RFA procedures.

6.1.7. Aircraft operating on classified missions should contact GADM or appropriate operations center via secure communications if possible (STE DSN 576-2425). If secure communications are not possible, contact GADM and provide information listed in **paragraph 6.1.1** within the security constraints of the operation. As a minimum, a point of contact, phone number, and an unclassified delivery location will be required.

Chapter 7

SUPPLY PROCEDURES AND RESPONSIBILITIES

7.1. Supply Procedures and Responsibilities.

7.1.1. Transient aircraft are those aircraft not assigned to a base that are en route from one location to another and may require routine servicing. Aircraft are not considered transient aircraft when deploying to, or staging from, any location for the purpose of flying sorties or conducting training, either with or without the necessary maintenance support from the aircraft's home base. MOC coordinates specialist support for transient aircraft through appropriate squadrons.

7.1.1.1. The Logistics Readiness Squadron (LRS) commander or supply activity supporting a recovery will:

7.1.1.1.1. Ensure GADM-directed requisitions and shipments for both CONUS and OCONUS bases receive required manual intervention, prompt response, and close oversight. **(T-2)**

7.1.1.1.2. Perform stock checks to satisfy area searches when notified by 436 SCOS/WSMF. **(T-2)**

7.1.1.1.3. Ensure the supply technician/chief inspector verifies the documentation and checks the contents of the container/box and verifies that the stock number, part number and quantity match the documentation and shelf life has not expired as required. **(T-2)** Before shipping, ensure a Pro Super or appropriate Section NCOIC/Chief inspects the item(s) to ensure accuracy and serviceability per [paragraph 4.1.2.7](#). **(T-2)** Items will be function checked (time permitting) prior to shipment. **(T-2)** For additional guidance, reference DAFI 23-101, *Material Management*, Chapter 5, Section 5.9, *Inspection and Related Operations*, DAFMAN 23-122, *Material Management Procedures*, Chapter 5, Section 5.9, *Inspection and Related Operations* and AMCI 23-102, *Expeditious Movement of AMC MICAP/VVIP Assets*. Prepare assets for shipment following guidance provided by 436 SCOS/WSMF.

7.1.1.1.4. Coordinate with the host TMO as required. **(T-2)**

7.1.1.1.4.1. Mark all items shipped by commercial carriers with "First available delivery" and identify them as "Required for a Non-Mission Capable Supply (NMCS) status aircraft, and/or aircraft on ground (AOG)". **(T-2)**

7.1.1.1.4.2. Mark parts shipments required to support any aircraft supported by the GADM with "AMC MICAP/very, very important parts (VVIP)", "Project Code 196", and required delivery date "999". **(T-2)**

7.1.1.1.5. Ensure supply personnel notify 436 SCOS/WSMF when GADM MICAP parts are delivered to the appropriate transportation section by faxing the completed AMC Form 18, *MAF Transient MICAP Shipment*. **(T-2)** Include the date, time, and name of the transportation specialist who received the part(s).

7.2. Munitions Requirements: When munitions items (e.g., squibs) are required to support en route aircraft, order them through the appropriate local munitions activity. **(T-2)** The local

munitions activity will support the requirement if possible and be back filled as soon as possible from the aircraft home station munitions activity. If the requirement is not supportable locally, the request will be handled on a case-by-case basis through the local munitions activity, aircraft home station munitions activity and parent MAJCOM. Under no circumstances should local maintenance requisition the items and arrange for shipment on their own. **(T-2)**

7.3. Part Sourcing:

7.3.1. A major concern for supply is ensuring accountability of reparable assets after the recovery. To ensure maximum asset control through the entire recovery process, use **Figure 7.1** to determine which process to use in **Table 7.2**. **(T-2)**

7.3.2. To ensure we make the rules of engagement for DIFM returns as simple as possible, the maintainer will only need to know how the sourcing supply activity processed their paperwork: a shipment (SHP) or an issue (ISU/MSI) which is found clearly noted on the DD Form 1348-1A, *DOD Single Line Item Requisition System Document (Manual)*, or on an Asset Management label. When in doubt, the appropriate 436 SCOS/WSMF at DSN 779-8486 (commercial 618-229-8486) can assist in determining where to return the asset. See **Table 7.1** for a general overview of DIFM turn-in criteria.

Table 7.1. Accountability of DIFM assets.

Supply Activity Options	DIFM Control
If AF supply activity is present, part will be issued/backordered at recovery location, regardless of cost.	Asset turned into local AF supply activity at the recovery location
If AF supply activity is not present at the recovery location, parts will be ordered from the aircraft home station or from MRT-originating base.	If asset ordered from aircraft home station, part will be returned to home station to clear DIFM account. If asset ordered from MRT-originating base, parts will be returned to originating base.

7.3.2.1. If the sourcing supply activity processed a shipment (SHP) to the AF supply activity at the recovery location, then the part will be turned in at the recovery location. **(T-2)** This is the most preferred choice since it relieves the maintainer of responsibility at the recovery location.

7.3.2.2. If the sourcing supply activity processes an issue (ISU/MSI) the part must be returned to the sourcing supply activity. **(T-2)** This is the least preferred choice since it holds the maintainer accountable until the asset is returned to the sourcing supply activity. Accordingly, this will only be done when no AF supply activity is present at the recovery location.

7.3.2.2.1. Supply issue (ISU/MSI) paperwork (DD Form 1348-1A or equivalent label) will accompany parts shipped to recovery location, including spares shipped on DD Form 1149, so maintainers will know where to return the unserviceable spare. **(T-2)**

Figure 7.1. Supply Decision Tree for NMCS AMC aircraft with or without MRT requirement.

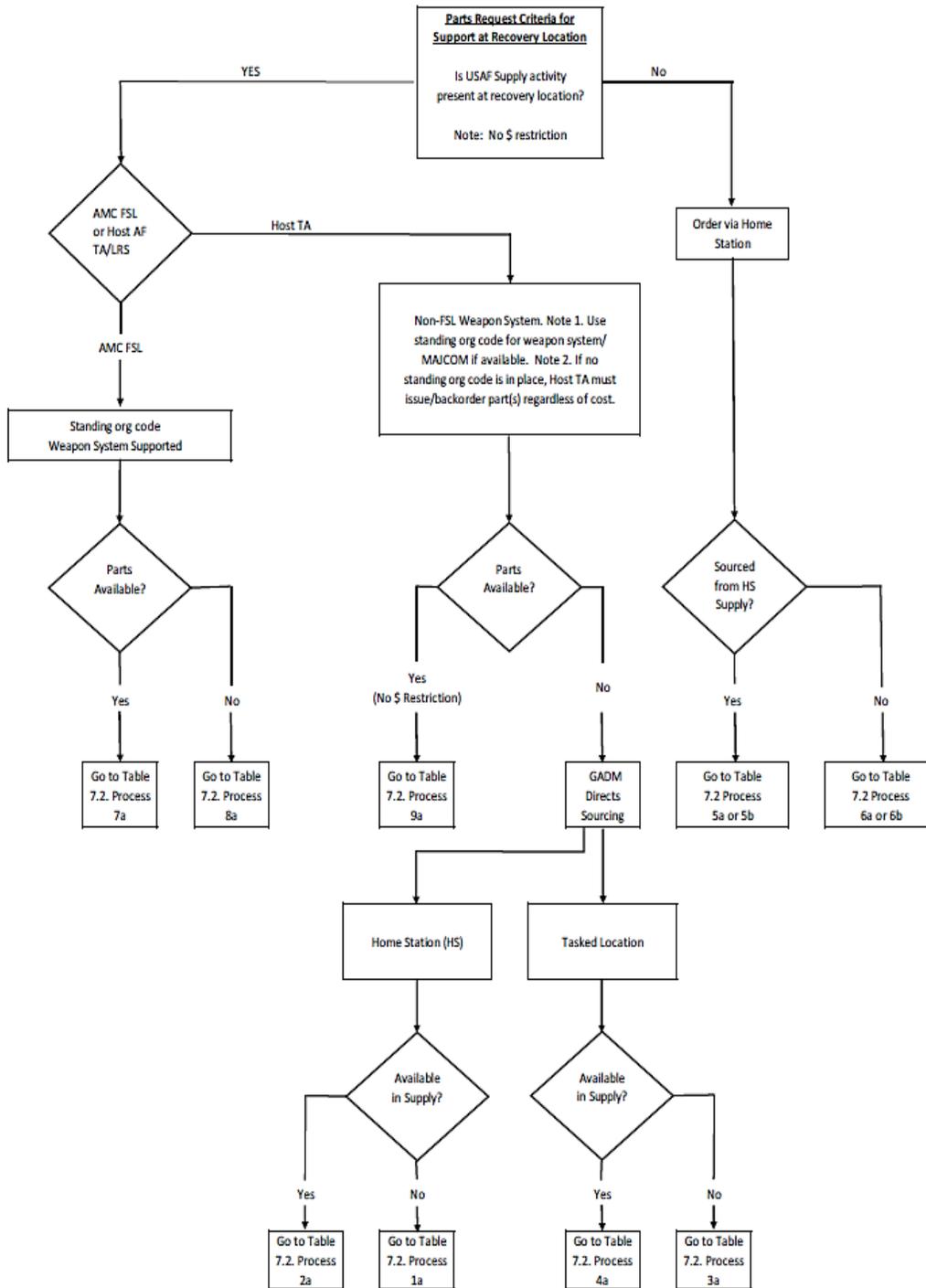


Table 7.2. Supply Support for NMCS Aircraft.

Process	Procedure used to Supply Required Repair Parts
1a	<p>Criteria:</p> <ul style="list-style-type: none"> • An AF Host Supply TA account, or other flying hour funded (type org code 3) organization code, in place. • CANN part available at home station. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via AF Host Supply recovery location TA account. 2. GADM direction: <ul style="list-style-type: none"> • Home station maintenance: CANN part and turn part in to supply. Note: GADM will coordinate requests to CANN from AFRC and ANG aircraft IAW paragraph 1.1.2.11.2.1. • 436 SCOS/WSMF: Provide pertinent information/guidance to home station LRS via AMC Form 18. • Home station LRS: Establish a MICAP due-out, process turn-in (TIN) (TEX 8) and return AMC Form 18 to 436 SCOS/WSMF. • 436 SCOS/WSMF: Establish requisition for MICAP due-out and process shipment (SHP) using the AF Host Supply SRAN at the recovery location. • Parts movement: Hand carried by MRT or shipped via military or commercial air. 3. Home station maintenance follow up action: Orders replacement part for CANN. 4. AF Host Supply action: Process MICAP DUO, receipt, and issue (DOR) part. 5. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to AF Host supply at the recovery location.
2a	<p>Criteria:</p> <ul style="list-style-type: none"> • An AF Host Supply TA account, or other flying hour funded (type org code 3) organization code, in place. • Part available at home station LRS. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via AF Host Supply recovery location TA account. 2. GADM direction: <ul style="list-style-type: none"> • 436 SCOS/WSMF: Provide pertinent information/guidance to home station LRS via AMC Form 18. • 436 SCOS/WSMF: Process shipment (SHP) using the AF Host Supply SRAN at the recovery location. • Parts movement: Hand carried by MRT or shipped via military or commercial air. 3. Home station Supply action: Process MICAP due-out, receipt, and issue (DOR) part. Return AMC Form 18 to 436 SCOS. 4. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to AF Host supply at the recovery location.
3a	<p>Criteria:</p> <ul style="list-style-type: none"> • An AF Host Supply TA account, or other flying hour funded (type org code 3) organization code, in place. • CANN part available at tasked location. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via AF Host Supply recovery location TA account. 2. GADM direction: <ul style="list-style-type: none"> • Tasked location maintenance: CANN part and turn (TIN) part in to supply. Note: GADM will coordinate requests to CANN from AFRC and ANG aircraft IAW paragraph 1.1.2.11.2.1. • 436 SCOS/WSMF: Provide pertinent information/guidance to tasked location supply activity via AMC Form 18. • Tasked location supply activity: Establish a MICAP due-out, process turn-in (TIN) (TEX 8) and return AMC Form 18 to 436 SCOS/WSMF. • 436 SCOS/WSMF: Establish requisition for MICAP due-out and process shipment (SHP) using the AF Host Supply SRAN at the recovery location. • Parts movement: Hand carried by MRT or shipped via military or commercial air. 3. Tasked location maintenance follow up action: Orders replacement part for CANN. 4. AF Host Supply action: Process MICAP due-out, receipt, and issue (DOR) part. 5. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to AF Host supply at the recovery location.
4a	<p>Criteria:</p> <ul style="list-style-type: none"> • An AF Host Supply TA account, or other flying hour funded (type org code 3) organization code, in place. • Part available at tasked location LRS. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via AF Host Supply recovery location TA account. 2. GADM direction: <ul style="list-style-type: none"> • 436 SCOS/WSMF: Establish requisition for MICAP due-out and process shipment (SHP) using the AF Host Supply SRAN at the recovery location. Provide AMC Form 18 to Tasked Location Supply. • Parts movement: Hand carried by MRT or shipped via military or commercial air. 3. Tasked Location Supply action: Process MICAP due-out, receipt, and issue (DOR) part. Return AMC Form 18 to 436 SCOS/WSMF. 4. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to AF Host supply at the recovery location.
5a	<p>Criteria:</p> <ul style="list-style-type: none"> • No supply support available at recovery location. • CANN part available at home station. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via home station.

	<p>2. GADM direction:</p> <ul style="list-style-type: none"> • Home station maintenance: CANN part and turn part in to supply. Note: GADM will coordinate requests to CANN from AFRC and ANG aircraft IAW paragraph 1.1.2.11.2.1. • GADM provides shipping information to home station MOC. • Home station LRS: Establish a MICAP due-out (TEX Z), process turn-in (TIN), process issue using a home station maintenance organizational and return part to maintenance. • Home station maintenance: Completes DD Form 1149 for shipment to recovery location (only used if not hand-carrying parts). • Parts movement: Hand carried by MRT or shipped via military or commercial air. • Home station maintenance: Notify LRS to update DIFM status code AXC to prevent accumulation or repair cycle days and to track DIFM asset. <p>3. Home station maintenance follow up action: Orders replacement part for CANN.</p> <p>4. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to home station.</p>
5b	<p>Criteria:</p> <ul style="list-style-type: none"> • No supply support available at recovery location. • Part available at home station LRS. <p>Actions:</p> <p>1. Aircraft commander, FCC, or maintainer action: Orders parts via home station.</p> <p>2. GADM direction:</p> <ul style="list-style-type: none"> • GADM provides shipping direction to home station MOC. • Home station LRS: Process issue using a home station maintenance organizational and return part to maintenance. Home station maintenance: Completes DD Form 1149 for shipment to recovery location (only used if not hand-carrying parts). • Parts movement: Hand carried by MRT or shipped via military or commercial air. • Home station maintenance: Notify LRS to update DIFM status code AXC to prevent accumulation or repair cycle days and to track DIFM asset. <p>3. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to home station.</p>
6a	<p>Criteria:</p> <ul style="list-style-type: none"> • No supply support available at recovery location. • Part available at tasked location LRS. <p>Actions:</p> <p>1. Aircraft commander, FCC, or maintainer action: Orders parts via home station.</p> <p>2. GADM direction:</p> <ul style="list-style-type: none"> • 436 SCOS/WSMF: Provide pertinent information/guidance to tasked location LRS. • Parts movement: Hand carried by MRT or shipped via military or commercial air. • Home station LRS: Process MICAP due-out using a home station maintenance organizational account. 436 SCOS/WSMF: Notify home station LRS to process receipt once asset is delivered to recovery location. • Home station LRS: Process receipt once notified by 436 SCOS/WSMF of asset reaching recovery location. • Home station maintenance: Notify LRS to update DIFM status code AXC to track DIFM asset. <p>3. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to home station.</p>
6b	<p>Criteria:</p> <ul style="list-style-type: none"> • No supply support available at recovery location. • CANN part available at tasked location LRS. <p>Actions:</p> <p>1. Aircraft commander, FCC, or maintainer action: Orders parts via home station.</p> <p>2. GADM direction:</p> <ul style="list-style-type: none"> • Tasked location maintenance: CANN part and turn (TIN) part in to supply. Note: GADM will coordinate requests to CANN from AFRC and ANG aircraft IAW paragraph 1.1.2.11.2.1. • 436 SCOS/WSMF: Provide pertinent information/guidance to tasked location LRS. • Parts movement: Hand carried by MRT or shipped via military or commercial air. • Home station LRS: Process MICAP due-out using a home station maintenance organizational account. 436 SCOS/WSMF: Notify home station LRS to process receipt once asset is delivered to recovery location. • Home station LRS: Process receipt once notified by 436 SCOS/WSMF of asset reaching recovery location. • Home station maintenance: Notify LRS to update DIFM status code AXC to track DIFM asset. <p>3. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to home station.</p>
7a	<p>Criteria:</p> <ul style="list-style-type: none"> • An FSL account or other standing org code for supported weapon system in place. • No dollar restriction. • Part available at FSL. <p>Actions:</p> <p>1. Aircraft commander, FCC, or maintainer action: Orders parts via FSL/aircraft parts store.</p> <p>2. FSL/aircraft parts store action: Process issue.</p> <p>3. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to FSL/local USAF supply activity.</p>
8a	<p>Criteria:</p> <ul style="list-style-type: none"> • An FSL account or other standing org code for supported weapon system in place • No dollar restriction • Part available at tasked location LRS

	<p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via FSL/local USAF supply activity. 2. GADM direction: <ul style="list-style-type: none"> • 436 SCOS/WSMF: Establish requisition for MICAP due-out and process shipment (SHP) using the recovery location SRAN. • Parts movement: Hand carried by MRT or shipped via military or commercial air. • Provide pertinent information/guidance to tasked location via AMC Form 18. 3. FSL action: Process MICAP due-out, receipt and issue (DOR) part. 4. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to FSL/local USAF supply activity. 5. Tasked Location Supply Action: LRS will return completed AMC Form 18 to 436 SCOS/WSMF.
<p>9a</p>	<p>Criteria:</p> <ul style="list-style-type: none"> • An AF Host Supply TA or other flying hour funded (type org code 3) organization code, account in place. • No dollar restriction. • Part available at AF Host Supply recovery location TA account. <p>Actions:</p> <ol style="list-style-type: none"> 1. Aircraft commander, FCC, or maintainer action: Orders parts via AF Host Supply recovery location TA account. 2. AF Host Supply recovery location TA or other flying hour org code account action: Process issue. 3. Aircraft commander, FCC, or maintainer follow up action: Turn in DIFM to AF Host Supply recovery location. Note: Host must give up the asset regardless of dollar value.

Chapter 8

INTERNATIONAL MAINTENANCE SUPPORT AND CROSS-SERVICING

8.1. Responsibilities and International Support Authorities:

8.1.1. HQ AMC/A4RX is the MAJCOM OPR for international logistics support and Acquisition and Cross Servicing Agreement (ACSA) program management. At the installation/wing level, the Installation Deployment Readiness Cell/Logistics Plans office is the OPR for international logistics support and ACSA management IAW AFI 25-301, *Acquisition and Cross-Servicing Agreements (ACSA)*. An ACSA Program Manager (PM) must manage any situation involving international logistics support.

8.1.2. There are three readily accessible international support authorities available to AMC units: 1) Routine aerial port services; 2) Foreign Military Sales (FMS); and 3) ACSA.

8.1.2.1. Routine aerial port services authority. All nations with landing clearances are afforded routine aerial port services IAW AFI 10-1801, *Foreign Governmental Aircraft Landings at USAF Installations*. This authority identifies non-reimbursable services that include: the use of runways, taxiways, and air traffic control services; aircraft parking; ground services such as follow-me trucks, marshalling, chocking and power carts; baggage on/off-loading; passenger screening; transportation to and from aircraft, base ops, and terminal; and, other services where there is no additional directly attributable cost to the Air Force (ex. use of a hangar or other ground support equipment could be non-reimbursable). Typical reimbursable services include the provisions of consumables: blue juice, deicing fluid, liquid/gaseous oxygen, servicing fluids (oil, hydraulic fluid, etc.). The installation/wing must have a process to track and record reimbursable support and then directly bill through installation financial managers (for nations or organizations without an ACSA) or use ACSA process to request reimbursement. **(T-2)**

8.1.2.2. Foreign Military Sales (FMS) authority. For maintenance and supply, this authority is applicable when providing or receiving F77-managed supply parts/consumables. Source of Supply (SOS) F77 assets are Boeing centrally managed items needed to sustain the C-17 virtual fleet spares pool. F77 items are issued at no cost to any requesting C-17 unit, US or foreign. C-17 virtual fleet partners include: Australia, Canada, UK, Qatar, NATO Airlift Management Program, UAE, Kuwait, and India. Each C-17 partner are members of the virtual spares pool via their individual C-17 FMS sustainment cases. C-17 partners will support one another with F77 parts on request. F77 items are issued IAW AFMAN 23-122, *Material Management Procedures*, Chapter 5 and/or supply guidance in this chapter. **(T-2)**

8.1.2.3. ACSA authority. ACSA authority is derived from United States Code (USC) Title 10, Sections 2341-2350, "Acquisition and Cross-Servicing Agreements (ACSA)". ACSA logistics support exchanges are voluntary and at the discretion of the providing participant. Each ACSA support request is considered on a case-by-case basis; evaluated for legality, capability and capacity, and mission impact for both participants. Specific to maintenance, ACSA can be used to loan equipment/tools/vehicles, provide maintenance services (labor), and or exchange/purchase parts and consumables. Examples of support that cannot be exchanged without specific approval from AMC/A4RX includes: classified items,

technical orders, munitions, chaff/flare dispensers, or end items/weapon systems such as an aircraft engine.

8.2. Maintenance Group Guidance for International Logistics Exchanges:

8.2.1. Typically, international support requests originate within a maintenance unit (aircraft or other maintenance services) and are invisible to Log Plans ACSA managers. The first step for international support situation(s) is to quickly involve the maintenance unit's installation ACSA Program Manager (PM). ACSA PMs will oversee and advise on all actions necessary to garner approval or deny support using the authorities identified in [paragraph 8.1](#).

8.2.2. MXG units hosting or participating in international exercises must involve ACSA managers in the planning process as early as possible. Early involvement will improve interoperability and exchange efficiency. **(T-2)**

8.2.3. Deployed/chopped AMC units must contact the host installation/wing for international support advice and/or ACSA program management. **(T-2)**

8.2.4. ACSA PMs must coordinate with the appropriate MXG commanders to determine if MXG resources (including supply assets in coordination with supply commanders) will be exchanged with an international partner. **(T-2)** **Note:** The USAF cannot allow foreign nations or organizations access to USAF technical orders, instructions or other classified information, parts or equipment using ACSA authority. **(T-2)**

8.2.5. When providing support, maintenance POCs must help determine reimbursable value in coordination with the ACSA PM, supply representative, and/or comptroller. **(T-2)**

8.2.6. Prior to requesting support from an international partner, the appropriate MXG or squadron commander must first contact their ACSA PM to oversee the management of the transaction. **(T-2)** Requesting commanders must identify the preferred reimbursement method and confirm funds or Replacement-In-Kind (RIK) assets are available, or will be available, within the required reimbursement period. **(T-2)**

8.2.6.1. When an AMC unit requests international support, they should only agree to reimburse for direct costs. **(T-2)** If supplying participant insists on fees not associated with a direct cost, the AMC requesting unit should contact AMC/A4RX (ScottAMCA4-A4RX@us.af.mil) for advice or withdraw the support request. **(T-2)**

8.2.7. Labor exchanges. AMC providing units will only bill for labor if the request drives a direct overtime cost for the civilian workforce. AMC requesting units should never agree to pay labor unless the support caused direct overtime costs. **(T-2)**

8.2.7.1. Maintenance assistance. Maintenance commanders may agree to provide maintenance assistance to any ACSA nation/organization, but the requesting participant must have a qualified technician to accomplish their own task certifications and documentation. **(T-2)**

8.2.7.2. Cross-Maintenance. True cross-maintenance is only authorized with nations having an ACSA Aircraft Repair and Maintenance Services (ARMS) Implementing Arrangement (IA). **(T-2)** Contact the maintenance unit's ACSA PM to determine if there is a concluded IA prior to providing cross-maintenance. An ARMS IA enables international technicians to accomplish and certify maintenance tasks on specific US type airframes; and vice versa, US technicians may repair and certify tasks on same type

international airframes IAW AFI 21-150, international ARMS IAs provide guidance and restrictions for specific airframes authorized for cross-maintenance. Cross-maintenance requirements include:

8.2.7.2.1. Only authorized when there is an airframe specific ARMS IA concluded with the nation. **(T-2)**

8.2.7.2.2. The senior maintenance commander, meeting the criteria of **paragraph 2.1**, with knowledge of the situation makes the determination of providing or requesting cross-maintenance support IAW AFI 21-150 and the airframe specific ARMS IA. **(T-2)**

8.2.7.2.3. Cross-maintenance is intended for NMC aircraft. PMC aircraft can be supported at the discretion of the supporting commander. **(T-3)**

8.2.7.2.4. The maintenance task to be exchanged must be authorized or not restricted within the ARMS IA. **(T-2)**

8.2.8. Maintenance documentation. Maintenance leaders and POCs must work closely with their ACSA PM so they can accurately complete the ACSA transaction form(s) for each instance of support. **(T-2)**

8.2.8.1. Individuals performing cross-maintenance on eligible nation aircraft must adhere to the specific information/guidance in the ARMS IA. Typically, maintenance documentation is completed on the AFTO Form 781A(s) IAW TO 00-20-1 and are provided to the POC of the eligible nation. Eligible nations that have aircraft loaded in the MIS (ex: C-17 Virtual Fleet in G081) will be updated to reflect documentation found in the AFTO Form 781A(s) given to the eligible nation. MIS documentation will be IAW TO 00-20-2. **(T-2)**

8.2.8.2. Owning organizations receiving cross-maintenance from an eligible nation must adhere to the specific information/guidance in the ARMS IA. Upon receiving an eligible nation specific maintenance form, the receiving individual must clear original 781A discrepancy(s) referencing the nation specific form. **(T-2)**

8.3. Supply Guidance for International Logistics Exchanges. (Also found in AFMAN 23-122, Chapter 5):

8.3.1. Providing supply assets to an international partner. The providing maintenance commander, in consultation with the supply commander, determines if supply assets can be provided using the following procedures. **(T-2)**

8.3.2. Providing F77 Source of Supply (SOS) assets to an international partner. F77 assets are C-17 virtual fleet shared/funded and supporting installations must make every effort to quickly issue F77 assets to any requesting C-17 virtual fleet (VF) nation using the following guidance: **(T-2)**

8.3.2.1. If the F77 item is classified, deny support until AMC/A4RX can coordinate with appropriate agencies to authorize the exchange. **(T-2)**

8.3.2.2. If the F77 asset is repairable, the requesting nation must agree to immediately provide the unserviceable F77 asset to clear DIFM detail and begin the repair process immediately. **(T-2)**

8.3.2.3. The most appropriate AMC maintenance organization orders the F77 asset on their shop supply account. **(T-2)** If the requirement is in G081 with a valid JCN, requisitions are processed in G081 with an activity code “J” document number. If there is no G081 JCN, the requisition is processed directly with the base supply activity using Integrated Logistics System-Supply (ILS-S) under an activity code “X” document number. For either scenario, assets are ordered non-recurring, using the foreign aircraft tail number and nation/organization being supported as the “mark-for.” The last two positions of the mark-for are the ACSA country code. An example mark for would be “CC0006516ALWCA” (Tail CC0006, Unit 516 ALW, and CA is Canada). In order to clear the DIFM detail, the unserviceable foreign part is immediately returned to the providing maintenance organization and turned in to supply as unserviceable. Financial reimbursement is not a concern because the contractor bills all C-17 partners a fair share cost, calculated, and managed as part of the C-17 sustainment contract.

8.3.2.4. Providing F77 assets is FMS authority and no ACSA form/process required. Commanders need only approve the transaction and follow the supply procedures. **(T-3)**

8.3.3. Providing all other supply assets (not SOS code F77 assets). Non-F77 items are an ACSA transactions and reimbursements can be managed as a Replacement-In-Kind (RIK) or a Payment-In-Kind (PIK) transaction. Unlike F77 items, financial reimbursement is required at the installation level. Specific guidance includes:

8.3.3.1. The requesting nation/organization must have a concluded ACSA, confirmed by the ACSA PM. **(T-2)** Support is denied if there is no ACSA.

8.3.3.2. Providing commanders should deny support if providing the asset will cause a negative mission impact. **(T-3)**

8.3.3.3. The receiving nation/organization must agree to reimburse using PIK or RIK. **(T-2)**

8.3.3.4. For RIK (DIFM or consumables), the nation/organization must agree to return serviceable assets to clear DIFM detail within one year of providing the asset. **(T-2)** Establish a worst-case RIK date and if it is beyond one year, coordinate with AMC/A4RX for approval to proceed. **(T-2)** RIK assets must be identical items. **(T-2)** Classified or security sensitive items, contact AMC/A4RX for specific approval. **(T-2)**

8.3.3.5. For PIK, the nation/organization must agree to pay as negotiated. **(T-2)** Funds are reimbursed to a comptroller identified/approved Line of Accounting (LOA). **(T-2)**

8.3.3.6. The providing ACSA PM completes an ACSA transaction form PRIOR to issuing supply asset(s). **(T-2)**

8.3.3.7. Supply system transactions are as follows:

8.3.3.7.1. Issuing non-F77 repairable or consumable asset using a RIK transaction. Assets should be ordered by the most appropriate shop that would have normally consumed or used the asset; however, if the requesting nation happens to have an organizational supply account loaded at the host unit’s base, the issue transaction(s) should be run using their account. **(T-2)** Use the international aircraft tail number and nation supported as the Mark For, with last two digits of the Mark for being the ACSA country code; example Mark For: “CC0006516ALWCA” (Tail CC0006, Unit 516

ALW, Canada Code CA). Order the item as an “initial issue” to enable immediate resupply and requisitioning. **(T-2)** The appropriate providing maintenance unit accomplishes an “Initial Issue Letter,” citing the nation supported, aircraft type, and tail number. **(T-2)** The receiving nation must return a serviceable asset no later than the negotiated RIK date. The receiving organization must notify HQ AMC/A4RX when the RIK part is returned, inspected, and confirmed serviceable. **(T-2)** The maintenance organization returns the asset to supply as found-on-base (FOB); either serviceable or unserviceable if the condition cannot be confirmed. **(T-2)** If the requirement is actually loaded in G081 with a valid JCN, requisitions are processed in G081 with an activity code “J” document number. **(T-2)** If there is no G081 JCN, the requisition is processed directly with the base supply activity using ILS-S under an activity code “X” document number. **(T-2)**

8.3.3.7.2. Issuing non-F77 consumable or repairable asset as a PIK transaction. Repairable assets can only be provided as PIK if the item is not serially controlled and requesting unit agrees to turn-in their unserviceable asset to clear supplying unit’s DIFM detail. **(T-2)** For PIK, use the ILS-S or FEDLOG price. Use the ILS-S exchange cost for repairable assets as long as the item is not serially controlled, and the requesting unit agrees to turn-in their unserviceable part to clear DIFM record. ACSA order forms are accomplished IAW the overseeing ACSA PM. ACSA paperwork must be completed prior to issuance. **(T-2)** Use supply system procedures in [paragraph 8.3.2.3](#).

8.3.4. Commander guidance when AMC is requesting/receiving supply support: The receiving unit, with the approval of the appropriate senior maintenance commander determines if supply assets will be requested. **(T-3)**

8.3.4.1. Requesting C-17 VF assets with a SOS code F77. AMC units may request assets from other C-17 virtual fleet nations. All F77 assets, even those in international supply warehouses, are United States Government (USG) owned and managed as part of the C-17 virtual fleet spares pool. F77 requests do not require an ACSA and are issued IAW AFMAN 23-122. Commanders should only deny F77 support when a United States unit requires same part for higher priority mission. Contact HQ AMC/A4RX if denied access to an F77 asset. Supported USAF unit must be willing to exchange good for bad F77 assets. Financial reimbursement is not an issue and does not need to be tracked. Financials are managed as part of the virtual fleet sustainment plan.

8.3.4.2. Requesting non-F77 assets. Repairable (DIFM) assets will always be accomplished as a RIK transaction unless they are serially controlled items. **(T-2)** Commanders should never request classified or sensitive parts without requesting AMC/A4RX assistance. **(T-2)** The receiving unit should agree to ship serviceable assets back to supporting nation/organization NLT the negotiated RIK date. The return date can never be greater than one year. **(T-2)** Consumables can be acquired using RIK or PIK as the reimbursement method. For PIK transactions, the requesting commander must identify the LOA and resource manager to oversee the transaction prior to requesting support. **(T-2)** The ACSA PM will accomplish the ACSA form. **(T-2)**

8.4. Transportation Guidance for International Logistics Exchanges.

8.4.1. Transportation (shipping or TDY expenses) are reimbursable if needed for an authorized international support action.

8.4.2. When possible, the requesting nation should arrange transportation using a freight forwarder of choice. When the support receiver arranges his or her own transportation, there is nothing to reimburse, and no ACSA tracking is required. If an AMC unit absorbs or creates a transportation cost, an ACSA form is required to ensure expedited payment processing. (T-2)

8.4.3. AMC units may reimburse partner nation for transportation expenses if that partner is supporting the recovery of a USAF NMC aircraft. Requesting AMC commanders with funding authority must identify the fund cite and executing resource manager prior to requesting support (T-2)

8.4.4. Transportation cost estimates are acceptable on the ACSA authorization form but must be updated when actual costs are identified. (T-2)

8.5. Financial Guidance for International Logistics Exchanges.

8.5.1. For Routine Port Services Authority, when required, direct bill any nation (military, civilian, state, or contract aircraft) without an ACSA or FMS case for services provided. Direct billing process can also be used for ACSA nations when Routine Port Services is the authority used to support, providing incidentals like blue juice, earplugs, deicing, etc. Direct billing is a financial management (FM) managed process.

8.5.2. For ACSA support authority. Commanders must negotiate the reimbursement method (cash or RIK) and always pre-identify the Line of Accounting (LOA) and financial manager that will be paid or be reimbursed. (T-2)

8.5.3. For FMS authority. Reimbursement will be IAW FMS case manager instructions, possibly a MIPR when required. For F77 Source of Supply (SOS) assets, reimbursement is IAW F77 supply guidance. F77 items are exchanged good for bad with no need for an installation-level managed reimbursement process. F77 reimbursements occur IAW C-17 virtual fleet rules of engagement.

DAVID J. SANFORD
Major General, USAF
Director of Logistics, Engineering and
Force Protection

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

AFI 10-403, *Deployment Planning and Execution*, 17 April 2020

AFI 10-1801, *Foreign Governmental Aircraft Landings at United States Air Force Installations*, 25 September 2018

DAFI 21-101, *Aircraft and Equipment Maintenance Management*, 16 January 2020

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DAFI 24-602 Volume 2, *Cargo Movement*, 23 August 2022

AMCI 11-208, *Mobility Air Forces Management*, 8 February 2017

AMCI 23-102, *Expeditious Movement of AMC MICAP/VVIP Assets*, 29 January 2019

DAFMAN 23-122, *Materiel Management Procedures*, 27 October 2020

DAFMAN 91-223, *Aviation Safety Investigations and Reports*, 14 September 2018

TO 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*, 26 September 2022

TO 00-20-2, *Maintenance Data Documentation*, 22 July 2021

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Prescribed Forms

None

Adopted Forms

AF Form 913, *Aerospace Vehicle Project Action*, 21 Dec 2006

AMC Form 18, *MAF Transient MICAP Shipment*, 26 March 2014

DAF Form 847, *Recommendation for Change of Publication*, 22 September 2009

DD Form 1149, *Requisition and Invoice/Shipping Document*, 1 January 2016

DD Form 1348-1A, *DOD Single Line Item Requisition System Document (Manual)*, 1 July 1991

DD Form 2131, *Passenger Manifest*, 19 August 2019

Abbreviations and Acronyms

ACSA—Acquisition and Cross Servicing Agreement

AFETS—Air Force Engineering and Technical Services

AFSC—Air Force Specialty Code

AIRCAT—Automated Inspection, Repair, Corrosion & Aircraft Tracking

AOC—Air Operations Center
AOR—Area of Responsibility
ARC—Air Reserve Component
ARMS—Aircraft Repairs and Maintenance Services
ATOC—Air Terminal Operations Center
C2—Command & Control
CANN—Cannibalization
CDDAR—Crash Damaged or Disabled Aircraft Recovery
CJCS—Chairman of the Joint Chiefs of Staff
CONPLAN—Contingency Plan
CONUS—Continental United States
CLS—Contract Logistics Support
CLSS—Combat Logistics Support Team
CRG—Contingency Response Group
CRW—Contingency Response Wing
DAMA—Demand Assigned Multiple Access
DIFM—Due-In For Maintenance
DOR—Due-Out, Receipt, and Issue
DR—Deficiency Report
DTS—Defense Travel System
EDARS—Engineering Data Automatic Routing System
ETIC—Estimated Time in Commission
FAM—Functional Area Manager
FCC—Flying Crew Chief
FEDLOG—Federal Logistics
FLOTUS—First Lady of the United States
FM—Financial Management
FMS—Foreign Military Sales
FOB—Found-On-Base
FOL—Forward Operating Location
FSL—Forward Supply Location
GDSS—Global Decision Support System

IDO—Installation Deployment Officer
ILS-S—Integrated Logistics System - Supply
IPI—In-Process Inspections
JCN—Job Control Number
LRS—Logistics Readiness Squadron
MC—Mission Capable
MDS—Mission Design Series
ME—Mission Essential
MEP—Mission Essential Personnel
MESL—Mission Essential Systems List
MICAP—Mission Impaired Capability Awaiting Parts
MIS—Maintenance Information System
MOC—Maintenance Operations Center
MRS—Mission Route Support
MRSP—Mobility Readiness Spares Package
MRT—Maintenance Recovery Team
NASA—National Aeronautics and Space Administration
NATO—North Atlantic Treaty Organization
NMC—Non-Mission Capable
NSN—National Stock Number
OCONUS—Outside the Continental United States
OPLAN—Operational Plan
OSA—Operational Support Airlift
OSI—Office of Special Investigations
PIK—Payment-In-Kind
PMC—Partially Mission Capable
POC—Point Of Contact
RFA—Request for Assistance
RIK—Replacement-In-Kind
RPT—Reclama Processing Tool
POTUS—President of the United States
SATCOM—Satellite Communications

SECDEF—Secretary of Defense

SECSTATE—Secretary of State

SHP—Shipment

SOS—Source of Supply

STE—Secure Terminal Equipment

TAR—Technical Assistance Request

TBA—Training Business Area

TCN—Transportation Control number

TDY—Temporary Duty

TIN—Turn-In

TMO—Traffic Management Operations

TSA—Transportation Security Administration

UDM—Unit Deployment Manager

UJC—Unit Justification Code

USC—United States Code

USG—United States Government

USTRANSCOM—United States Transportation Command

UTC—Unit Type Codes

VECTOR—Virtual Electronic Correspondence Tracking and Online Reporting

VF—Virtual Fleet

VPOTUS—Vice President of the United States

VVIP—Very, Very Important Parts

WUC—Work Unit Code

Terms

AF Host Supply—Any Air Force supply account located at the recovery location (i.e., LRS)

ARMS Cross—Servicing - any aircraft maintenance or servicing provided by the supplying participant at the request of the receiving participant when there are no task-qualified maintainers present from the receiving participant.

Crash Damaged or Disable Aircraft Recovery (CDDAR)—The ability to move damaged or disabled aircraft using specialized equipment

FSL—An AMC Forward Supply Location (FSL) located at the recovery location.

GADM—GAD (not an acronym) was formed by combining Global Air Mobility Support System (GAMSS) and Aeromedical Evacuation and (AE). The M is for Maintenance. GADM is Global Maintenance Support.

G081/MAF Log C2—(formerly CAMS-FM) is the maintenance information system of record for cargo (tactical and strategic) and aerial refueling weapon systems. G081 provides enterprise logistics command and control (C2) of the mobility fleet (e.g., status, location, availability, & capability) needed by decision makers at USTRANSCOM, 18AF/618AOC, and HQ AMC.

Home Station—The home station of the broken aircraft.

Maintenance Assistance—Providing labor and or other types of assistance to requesting participant. In these instances, the requesting participant must have a fully qualified maintainer present and remains responsible for maintenance quality and documentation in accordance with their national policies.

Mission Contributing (MC)—The Pilot in command (PIC) will designate an item, system, or subsystem component, which is not currently essential for safe aircraft operation as MC. These discrepancies should be cleared at the earliest opportunity. MC discrepancies may be re-designated to ME discrepancies by the PIC if circumstances change or mission safety could be compromised.

Mission Essential (ME)—The PIC will designate an item, system, or subsystem component essential for safe aircraft operation as ME.

Reclama—A request to a duly constituted authority to re-consider its decision or its proposed action (see JP 1-02).

Recovery Location—The location of the broken aircraft.

Tasked Location—Other than home station or recovery location.

Urgency Justification Code (UJC)—Two-digit code used to reflect the impact and type of need. The urgency of need designator (UND) fills the first position of the UJC. Use of UND 1, A and J is restricted and is verified by designated personnel.

Weapon System Supported—FSLs support primarily strategic assets (i.e., C-5 and C-17).

Attachment 2
MRT WORKSHEET

A2.1. Team Chief:	Name	Rank	AFSC
A2.1.1. Other Personnel:	Name	Rank	AFSC
A2.1.2. Other Personnel:	Name	Rank	AFSC
A2.1.3. Other Personnel:	Name	Rank	AFSC
A2.1.4. Other Personnel:	Name	Rank	AFSC
A2.1.5. Other Personnel:	Name	Rank	AFSC

A2.2. Orders Prepared? Y / N.

A2.3. Passport/Visa required? Y / N.

A2.4. Required Clothing/Money/Shot Records/A, B, C bags as applicable? Y / N

A2.5. Force protection briefing of local conditions/Intel/OSI briefings for country being deployed to (if applicable)? Y / N

A2.6. Military Travel Request (MTR) Prepared? Y / N.

A2.7. Review aircraft maintenance history in G081: Y / N

A2.8. Recovery Location:

A2.9. Aircraft Type:

A2.10. Tail Number:

A2.11. Mission Number:

A2.12. Next Destination:

A2.13. Mission Commander: Room Phone:

A2.14. Point of contact at the MRT location:

A2.15. Communications at Recovery Site:

A2.16. Specific Discrepancies:

A2.16.1. Disc #1:

A2.16.2. Disc #2:

A2.16.3. Disc #3:

A2.17. Equipment Required: Note: Functional check equipment if time permits: Y / N / N/A

A2.17.1. Equipment Item 1/TCN:

A2.17.2. Equipment Item 2/TCN:

A2.17.3. Equipment Item 3/TCN:

A2.17.4. Equipment Item 4/TCN:

A2.17.5. Part(s) Required:

A2.17.5.1. Have required parts been bench checked before packing (if applicable)? Y / N / N/A

A2.17.5.2. Part #1 Nomenclature, Part Number, NSN, Qty and TCN

A2.17.5.3. Part #2 Nomenclature, Part Number, NSN, Qty and TCN

A2.17.5.4. Part #3 Nomenclature, Part Number, NSN, Qty and TCN

A2.17.5.5. Part #4 Nomenclature, Part Number, NSN, Qty and TCN

A2.17.5.6. Part #5 Nomenclature, Part Number, NSN, Qty and TCN

A2.18. Support Aircraft Tail Number:**A2.19. Support Mission Number:****A2.20. MRT Show Time:****A2.21. Support ETD:**

Attachment 3**REQUEST FOR ASSIST (RFA) PROCEDURES FOR AIRCRAFT OFF-STATION**

A3.1. C-130: Aircrew or maintenance (if available) will submit their request through Automated Inspection, Repair, Corrosion, and Aircraft Tracking (AIRCAT). **(T-2)** If the aircraft is NMC at a location where access to AIRCAT is not available, aircrew/maintenance should contact the aircraft home station and request they submit the RFA request through AIRCAT. Once the RFA has been submitted through AIRCAT, a copy of the technical assistance request (TAR) should be sent via fax or email to GADM. GADM will ensure the C-130 weapon system manager (WSM) is aware of the request. When the engineering disposition is issued, the aircrew, local maintenance, or the home station will send a copy of the completed TAR to GADM via fax or email as soon as possible. **(T-2)** GADM will ensure the WSM receives a copy of the disposition. Access to AIRCAT can be established by following the instructions at the following web address: <https://c130aircat.robins.af.mil/applications/login.aspx>.

A3.2. C-5: Aircrew or maintenance (if available) will contact the closest AFETS Representative or maintenance specialist in theater to determine if a RFA is required. **(T-2)** AFETS will then submit the request to WR-ALC through the C-5 website. En routes who routinely service C-5 aircraft should ensure quality assurance (QA) or MOC personnel at their locations have login rights to the C-5 web site to retrieve completed RFAs. If the AFETS Representative is not available, or approves the need for a RFA, then the authorized maintenance personnel will accomplish the RFA through the C-5 Website. **(T-2)** If the requester does not have access to the C-5 website, they will forward a copy of the request to GADM by email, fax, or telephone (use of telephone to submit the request should be restricted to emergency situations). **(T-2)** If the copy is faxed or emailed, a follow up phone call should be made to ensure GADM is aware of the incoming RFA. GADM will notify engineering (WSM office will provide current engineering contact list to GADM) of the request and forward copies to engineering and the WSM office. If engineering cannot be immediately contacted, GADM will notify the WSM of the request. The WSM will notify engineering, send them the request, and ensure a copy of the final engineering disposition is returned to GADM. Access to the C-5 website can be established by following the instructions at the following web address: <https://autotar.robins.af.mil/>.

A3.3. C-17: When maintenance personnel determine a RFA is required, submit digital RFA via the Virtual Electronic Correspondence Tracking and Online Reporting (VECTOR) system. Access to VECTOR can be gained through the assigned Boeing field office. En routes that routinely service C-17 aircraft should ensure sufficient personnel at their locations have login rights to the VECTOR system to retrieve completed RFAs. If the aircraft is at a location without VECTOR access, maintenance will contact GADM who will forward the request to the home station MOC. The home station MOC will then work with the home station Pro-Super to submit the request. Once the response for the RFA is released in VECTOR, the home station MOC will email a copy of the disposition to the GADM org box at TACC-XOCL@us.af.mil.

A3.4. KC-135: Aircrew or maintenance (if available) will submit their request to their home station QA office. **(T-2)** The home station will submit the RFA to the 327th TSG (formerly the KC-135 SPO) with an info copy to AMC/A4QT and GADM. **(T-2)** If more than technical guidance/assistance is required, e.g., CLSS team, AMC/A4QT must command certify before the team is allowed to proceed/be dispatched. A copy of the engineer's disposition will be sent via fax or email to GADM **(T-2)**

A3.5. KC-10: Aircrew or maintenance (if available) will submit their request through the owning group's QA office. **(T-2)** The home station will submit the RFA in Engineering Data Automatic Routing System (eDARS) to System Program Office (SPO) Engineering through AMC/A4QT (KC-10 WSM) for approval **(T-2)** A copy of the RFA with the engineering disposition will be sent to GADM via fax or email **(T-2)** GADM will ensure the WSM is aware of the request and the disposition.