BY ORDER OF THE COMMANDER
WARNER ROBINS AIR LOGISTICS COMPLEX

WARNER ROBINS AIR LOGISTICS COMPLEX INSTRUCTION 21-122

18 FEBRUARY 2026

Maintenance

MAINTENANCE, DISTRIBUTION, AND CONTROL OF PRODUCT ENGINEERING DESIGN DATA

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Materiel Command Instruction 21-100,Volume 2_Air Force Sustainment Center Supplement, *Depot Maintenance Production* (AFMCI 21-100V2_AFSCSUP). It contains procedures and responsibilities for maintenance, distribution, and control of engineering design data within the Warner Robins Air Logistics Complex (WR-ALC). It applies to all WR-ALC personnel performing work to support a production realization or verification process. Report errors, suggest revisions, and recommend corrective action about this publication to the office of primary responsibility (OPR) using the Department of the Air Force (DAF) Form 847, *Recommendation for Change of Product*; route DAF Form 847 from the group/staff office through the appropriate functional 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. Requests for waivers must come through the chain of command from the commander or civilian director of the maintenance group or staff office seeking relief from compliance. Waiver requests will be submitted using DAF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*, or via electronic mail (e-mail) or memorandum if the form is unavailable. Waiver requests must be submitted to the OPR; waiver authority has not been delegated. This publication is exempt from tiering pursuant to Department of Air Force Instruction (DAFI) 90-160, *Publications and Forms Management***.** Ensure that all records created as a result of processes prescribed in this instruction are maintained in accordance with (IAW) Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and disposed of IAW the Air Force (AF) Records Information Management

System Records Disposition Schedule located at https://www.my.af.mil/afrims/afrims/afrims/rds/rds_series.cfm.

See **Attachment 1** for the glossary of references and supporting information.

SUMMARY OF CHANGES

This publication has been rewritten and needs to be completely reviewed. Major changes include the replacement of Joint Engineering Data Management Information Control System (JEDMICS) with All-Purpose Tool for Engineering, Analytics, and Management (A-TEAM), and changed email address from the Air Force Life Cycle Management Center Engineering Data Management Section (AFLCMC/LZPEM) to the email for the Air Force Life Cycle Management Center Central Support (AFLCMC/PDSS) help desk.

1. General.

1.1. Engineering Design Data. Each individual using engineering design data which directly supports WR-ALC production efforts ensures proper maintenance, distribution, and control as specified in this instruction and AFMCI 21-100V2_AFSCSUP.

1.1.1. Engineering design data include models, blueprints, diagrams, schematics, or illustrated parts breakdowns (whether drawn to scale or not), as well as catalogs or lists of Cartesian, polar, cylindrical, or other coordinate system data approved by a cognizant engineering authority, in order to fabricate, build up, break down, and/or verify conformance of a part, component, assembly, or end-item.

1.2. All-Purpose Tool for Engineering, Analytics, and Management (A-TEAM). The A-TEAM is the primary method used by personnel who require engineering design data. The alternative method is to request the engineering design data from Air Force Life Cycle Management Center Central Support (AFLCMC/PDSS) Help Desk via **wralc.tila.centra@us.af.mil**.

1.3. Currency of Data. Air Force Life Cycle Management Center Engineering Data Management Section (AFLCMC/LZPEM) provides the latest revisions to engineering design data.

1.4. Source of Data. The planning organization of each group/squadron will receive and issue all engineering design data used by the production group/squadron.

1.5. Limited Distribution of Data. Engineering data ordered for use by WR-ALC will not be released in any manner, or by any means, to a foreign national/government/contractor.

1.6. Data Disposition. Unless otherwise specified by the planning organization, all personnel will ensure engineering design data is destroyed or returned to planning immediately after each individual work request is completed. Engineering design data may be placed in recycle or regular trash receptacles as a whole document if marked “Unlimited Distribution” on the title page. However, if the engineering design data has a distribution limitation statement, it must be shredded. Proprietary data must always be shredded before recycling.

2. Engineering Design Data Required in Support of Department of Defense (DD) Form 1348M, *DOD Single Line-Item Requisition System Document (Mechanical)*, for Locally Manufactured Items.

2.1. Initiator of DD Form 1348M for locally manufactured items:

2.1.1. If engineering design data is available in A-TEAM, annotate "A-TEAM" in Block 11 of DD Form 1348M.

2.1.2. If the engineering design data is not available through A-TEAM, it will be furnished to the planning organization.

3. Engineering Design Data Required in Support of Air Force Materiel Command (AFMC) Form 206, *Temporary Work Request.*

3.1. Availability of Data. Initiator of AFMC Form 206 ensures engineering design data is available for planning and accomplishing job requirements.

3.1.1. In many cases, engineering design data is available through A-TEAM via remote terminals located in the planning organizations. The engineering design data will be considered current unless the planning organization is notified of changes by the customer.

3.1.2. If the engineering design data is not available through A-TEAM, engineering design data must be furnished. This engineering design data is routed through the work loading section of the maintenance group or directly to the planning organization. Special instructions of the AFMC Form 206 should be noted.

3.2. Work Loading Section:

3.2.1. Receives electronically transferred AFMC Form 206 from the customer and routes to the applicable planning organization.

3.2.2. Forwards engineering design data received from the customer to the planning organization.

3.3. Planning Organization:

3.3.1. Upon receipt of engineering design data from customer, determines if the engineering design data is date stamped. If the date is more than 90 days older than the AFMC Form 206 initiation date, communicate with the customer for proper effectiveness of the engineering design data and/or access A-TEAM to receive new engineering design data or to find out if later revision of engineering design data is available. Planner will ensure that the same engineering design data and revision is proper to the customer requirements and will be utilized throughout the entirety of the job to ensure compliance with the original request. Annotate engineering design data with industrial engineering technician (IET) stamp or signature, date, functional address symbol, telephone number, request number, and production control number assigned to the AFMC Form 206.

3.3.2. After necessary planning for each AFMC Form 206 has been completed, maintains the associated engineering design data with the corresponding work control document (WCD) through job completion unless otherwise directed.

3.4. Production Supervisors. Production supervisors ensure that only engineering design data required in support of active work orders are in the production area.

4. Engineering Design Data Required in Support of Routed Items.

4.1. Planning Organization:

4.1.1. Prior to routing item to repair facility, reviews the engineering design data needed for the required repair process. The engineering design data will be reviewed by the routing planning organization for currency and applicability, IET/planner stamp or signature, date, functional address symbol, telephone number, and annotation to reflect the aircraft serial numbers or component part numbers for which the engineering design data is authorized for use.

4.1.2. On receipt of routed work request, checks date stamped (IET stamp) on associated engineering design data to ensure date is less than 90 days old. If engineering design data was last IET-stamped 90 or more days prior to the date of work request, the currency of the engineering design data must be verified with the source/provider or cognizant engineering authority and documented. The means by which verification was obtained, who gave it, and who obtained it shall be kept with the engineering design data and may be annotated directly on the engineering design data (e.g., Andy (planner) called Joe (engineer) 2013.08.21 to verify; engineering design data current as of 2013.08.21 per e-mail from Sam (system program office) to Patty [planner]).

4.1.3. Upon receipt of the routed work request and associated engineering design data, the planning technician responsible for the planning of the repair verifies that the engineering design data is current and has been IET stamped or signed, dated, and annotated to reflect the aircraft serial numbers or component part number it is authorized to be used for repair.

4.1.4. After the necessary planning of the routed item has been completed, the associated engineering design data, along with the assigned production control number, are passed to the applicable scheduling organization.

4.1.4.1. The scheduling organization forwards the associated engineering design data and WCD to the appropriate production organization which will be responsible for maintaining the engineering design data until the job is completed.

4.2. Production Supervisors. Production supervisors ensure all engineering design data is current and only engineering design data required in support of active work orders is located in the production areas.

5. Engineering Design Data Required in Support of Project Modification/Repair Workloads.

5.1. Planning Organization:

5.1.1. The planning technicians annotate engineering design data used by production personnel to reflect the part numbers or aircraft serial numbers for which that engineering design data is authorized for use. **Note:** Engineering design data is not used in support of work being accomplished on any aircraft or component part except for serial numbers authorized by planning technicians and so indicated on the title sheet of subject engineering design data.

5.1.2. The planning technician will:

5.1.2.1. Obtain engineering design data and annotate via A-TEAM or from AFLCMC/LZPEM, as required by this instruction, prior to release to production area personnel. Engineering design data with a date of over 90 days will not be released to production personnel. If the date on the engineering design data is over 90 days old, the planning technician must take action to ensure the engineering design data is current by disposing of engineering design data on hand and obtaining the latest revision from A-TEAM or printed mylars from AFLCMC/LZPEM. When verified by telephone that the engineering design data is the latest revision, the planning technician annotates engineering design data with new date, functional address symbol, telephone number, and signature or IET stamp certifying verification.

5.1.2.2. Annotate all engineering design data title sheets showing the component part numbers or aircraft serial numbers for which the engineering design data is authorized, functional address symbol, telephone number, signature or IET stamp certifying verification, and the issue date.

5.1.2.3. Keep a log on all engineering design data that includes, at a minimum, the manufacturer's part number, aircraft tail number, issue date, required return date, production person's name, and date engineering design data was returned to planning.

5.1.2.4. Reissue the engineering design data for an additional 90 days (after verification and proper annotation) to requesting production personnel.

5.2. Production supervisors will:

5.2.1. If title sheet of engineering design data is not annotated with the component part numbers or aircraft serial numbers, return engineering design data to the planning organization.

5.2.2. Inspect area to ensure all engineering design data is collected and returned to planning organization upon departure of aircraft from hangar.

5.2.3. Notify planning organization when replacement engineering design data is required due to wear.

6. Engineering Design Data Used in Support of Workloads Being Accomplished on Permanent Control Number Workorders.

6.1. Permanent Control Numbers. These numbers are worked primarily according to technical orders (TO) and are repetitive. When referenced in the TO, production personnel may request and use engineering design data. This engineering design data must be annotated with signature or IET stamp, date, functional address symbol, and telephone number.

6.2. The planning organization will:

6.2.1. Ensure all initial engineering design data being released to production personnel have a date stamp within 90 days. After initial release, engineering design data will be verified, IET stamped, and annotated with functional address symbol and telephone number every 90 days to assure accuracy. Reference paragraphs **4.1.2** and **5.1.2.1** regarding other options for documenting engineering design data currency.

6.2.2. When requested by production personnel, obtain replacement copies of engineering design data and verify that engineering design data is the latest revisions.

6.3. Production personnel will:

6.3.1. Obtain all engineering design data required for production work from the planning organization.

6.3.2. Not using engineering design data in the production area with a currency date over 90 days. Engineering design data 90 days or older must be verified by the planning organization to ensure currency prior to beginning the job or any portion of the job. The IET stamp date must be less than 90 days old.

6.4. The production supervisor will:

6.4.1. Ensure that engineering design data in use is in compliance with paragraphs **6.1** and **6.3.2**.

6.4.2. Return engineering design data to the planning technician for replacement copies or reverification that engineering design data is the latest revision. **Note:** Engineering design data should be returned in a timely manner before the 90 days are exhausted.

7. Engineering Design Data Used for Maintaining Jigs and Fixtures. Note: Jigs and fixtures are used in support of various workloads and are designed primarily for a particular end item configuration. Cyclical calibration is required IAW appropriate engineering design data.

7.1. Engineering Design Data Release. When releasing engineering design data to production personnel, printing personnel will verify that engineering design data is the appropriate revision for the particular end item configuration. Annotate engineering design data with date and signature certifying verification.

7.2. Production Personnel. Production personnel will obtain all engineering design data required for maintaining/calibrating jigs and fixtures through the planning organization.

7.3. Production Supervisor. The production supervisor will store the required engineering design data in the production area. Prior to use, engineering design data currency must be verified by contacting planning or appropriate engineering office. Upon verification of engineering design data currency, certify engineering design data with signature or IET stamp, date, functional address symbol, and telephone number. Once certified, engineering design data will be valid for 90 days.

8. Engineering Design Data Designed and Maintained by Local Engineering Organizations. Note: This is engineering design data that is not maintained by AFLCMC/LZPEM.

8.1. Local Design Data. Engineering design data will be obtained and issued IAW the guidelines for the appropriate type of workload being supported, with the following exception: date stamping the issuance or certification of this engineering design data will be accomplished by the issuing engineering organization personnel or the receiving planning organization.

8.2. Other Guidelines. All other guidelines for each particular type of workload will be adhered to.

9. Engineering Design Data Provided/Packed with Time Compliance Technical Order (TCTO)/Modification Kits.

9.1. Production Supervisors. Production supervisors will ensure all engineering design data received with TCTO/modification kits is presented to the planning organization for date verification.

9.2. Planning. Planning will verify the currency of engineering design data via A-TEAM. When currency of engineering design data has been verified, planning annotates all engineering design data title sheets showing the aircraft serial numbers for which the engineering design data is authorized, signature or IET stamp certifying verification, issue date, functional address symbol, and telephone number.

9.3. Currency of Data. Engineering design data associated with TCTOs are considered current throughout the project completion of the aircraft serial numbers.

10. Contractor Supplied Engineering Design Data.

10.1. Control of Data. Unless otherwise stated in the contract (e.g., partnership or implementation agreement), the contractor supplied engineering design data whether supplied as a hard copy or from the contractor's own system will be controlled the same as engineering design data from A-TEAM. Follow the procedures in the applicable paragraph for appropriate workload in this instruction (e.g., aircraft, DD Form 1348M, support of AFMC Form 206).

10.2. Disposal of Data. Disposal of the engineering design data will also follow the applicable paragraph unless otherwise stated in the contract, and then the contract will be followed.

DAVID S. MILLER
Brigadier General
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFMCI 21-100V2_AFSCSUP, *Depot Maintenance Production,* 22 July 2025

DAFI 90-160, *Publications and Forms Management,* 14 April 2022

Adopted Forms

DAF Form 847, *Recommendation for Change of Product*

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

DD Form 1348M, *DoD Single Line-Item Requisition System Document (Mechanical)*

AFMC Form 206, *Temporary Work Request*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFLCMC/LZPEM—Air Force Life Cycle Management Center Engineering Data Management Section

AFMC—Air Force Materiel Command

AFMCI—Air Force Materiel Command Instruction

AFSCSUP—Air Force Sustainment Center Supplement

A-TEAM—All-Purpose Tool for Engineering, Analytics, and Management

DAF—Department of the Air Force

DAFI—Department of the Air Force Instruction

DD—Department of Defense

IET—Industrial Engineering Technician (i.e., a planner)

OPR—Office of Primary Responsibility

TCTO—Time Compliance Technical Order

TO—Technical Order

V2—Volume 2

WCD—Work Control Document

WR-ALC—Warner Robins Air Logistics Complex