

U.S. Department
of Transportation

United States
Coast Guard



E-4 Aviation Administration



U.S. Coast Guard
Pamphlet No. A1AA03
07/97

E-4 Aviation Administration

Creation Date: April 1995
Revised: July 1997

Non-Resident Training
U.S. Coast Guard Aviation
Technical Training Center
Elizabeth City, NC 27909-5003

Comm: 919-335-6418

**QUESTIONS ABOUT THIS TEXT SHOULD BE
ADDRESSED TO THE SUBJECT MATTER SPECIALIST
FOR THE AVIONICS TECHNICIAN (AVT) RATING**

References

Selected References

This pamphlet contains original material developed at AVTECHTRACEN, Elizabeth City, NC and excerpts from the following technical publications:

COMDTINST M13020.1 (series), Aeronautical Engineering Maintenance Management Manual

CGTO PG-85-00-10, ACMS Users Guide

COMDTINST M4400.19, Supply Policy and Procedures Manual

COMDTNOTE 5600, Directives, Publications, and Reports Index

COMDTINST M5210.5, Standard Subject Identification Code Manual

NAVAIR 00-25-100, Naval Air Systems Command Technical Manual Program

AFTO 00-5-1, Air Force Technical Order System

AFTO 00-5-18, Air Force Technical Order Numbering System

CGTO 1C-130H-4, Illustrated Parts Breakdown (HC-130H)

CGTO 1H-65A-4, Illustrated Parts Catalog (HH-65A)

A1-H60HA-SRM-400, Structural Repair Manual (HH-60J)

A1-H60CA-IPB-450, Numerical Index and Reference Designation Index (HH-60J)

Notice to Students

Introduction

The primary purpose of this pamphlet is to introduce aviation personnel to the following administrative duties:

- Document aircraft discrepancies
 - Document aircraft inspections
 - Document maintenance tasks on ACMS maintenance procedure cards
 - Report aircraft component status using appropriate forms
 - Install changes to aeronautical publications
 - Order an aircraft part through the supply system
-

Important Note

This text has been compiled for TRAINING ONLY. It should NOT be used in place of official directives or publications. The text information is current according to the references listed. You should, however, remember that it is YOUR responsibility to keep current with the latest professional information available for your rating. Current information is available in the Coast Guard Enlisted Qualification Manual, COMDTINST M1414.8 (series).

How to Proceed

This pamphlet contains four reading assignments. Read the learning objectives before you begin reading the text. The objectives should guide you through the text and help you complete the practice exercises located throughout the pamphlet. Feedback is provided on the page following each practice exercise.

Glossary

Terms or words that may need further explanation will appear with an asterisk *. These terms or words can be found in the Glossary (Appendix A) located in the back of this pamphlet.

Continued next page

Notice to Students (Continued)

Student Feedback

The last page of this pamphlet is a memorandum which is provided for you to submit your input to the subject matter specialist. As you are reading the training material, if you have comments, such as:

- Suggestions for adding or deleting information,
- Notations of errors in the text (include page number and your reference material), or
- Questions about the text or a practice exercise,

write your comments in sentence form on the memorandum. Tear it out of the pamphlet, fold and tape it as indicated on the form, and mail it through your unit's mail room. The subject matter specialist will review each memorandum received.

SWE Study Suggestion

Servicewide exam questions for your rate and pay grade are based on the Professional and Military Requirements sections of the Enlisted Qualifications Manual, COMDTINST M1414.8. If you use the references from this text and consult the Enlisted Qualifications Manual, you should have good information for review when you prepare for your servicewide exam.

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Aviation Computerized Maintenance System

Objectives

To successfully complete this assignment, you must study the text and master the following objectives:

- Given an example MPC, **LABEL** the example with the correct group.
- Given an example MPC, **LABEL** the example with the correct category.
- Given an example MPC, **LABEL** the example with the correct type.
- Given an ACMS man-hour accounting scenario, **CALCULATE** total man-hours as reported on all MPCs.
- Given practice aircraft MPC cover pages and maintenance scenarios, **COMPLETE** the MPC cover pages with the required information.

References

The information contained in this pamphlet can be found in the following references:

- COMDTINST M13020.1 (series), Aeronautical Engineering Maintenance Management Manual
 - CGTO PG-85-00-10, ACMS Users Guide
-

Overview

Introduction

In this reading assignment, you will learn to complete the various types of Maintenance Procedure Cards (MPCs) used in the Coast Guard's Aviation Computerized Maintenance System (ACMS).

One of the most important aspects of a safe and successful aviation program is accurate and up-to-date aircraft maintenance documentation.

ACMS documentation is used as a permanent aircraft maintenance record, designed to ensure that all inspections and servicing have been performed at specified intervals.

It is important that you as a technician be able to properly complete all ACMS documentation for use in ACMS historical records.

In This Assignment

This reading assignment contains the following topics:

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ACMS Background

Introduction

All Coast Guard scheduled aircraft maintenance is managed through the use of computer terminals at each air station. These terminals are linked to a central mainframe computer operated under contract.

Air stations report all completed aircraft maintenance actions to the mainframe computer, which compiles the information to instantly produce updated maintenance due lists and historical maintenance documents.

Purpose

The primary purpose of ACMS is to:

- Assist air stations in managing aircraft and aviation equipment scheduled maintenance
 - Maintain historical documents and reports
-

Example 1

This is an example of ACMS assisting in the management of scheduled aircraft maintenance:

The Maintenance Control Chief has two HH-60J helicopters in a ready-for-flight status. A three-hour training flight is scheduled for the morning, and another three-hour training flight is scheduled for the afternoon.

While reviewing ACMS maintenance due reports, the chief notes that HH-60 #1 will have a main rotor head inspection due in two flight hours. There is no maintenance due for the next five flight hours on HH-60 #2. The chief decides to send HH-60 #2 on the morning training flight and directs the helicopter maintenance shop to perform the rotor head inspection on HH-60 #1, making it available for the afternoon training flight.

By using the ACMS maintenance due report for scheduling maintenance, Maintenance Control is able to effectively provide available resources for Coast Guard operations.

Continued next page

ACMS Background (Continued)

Example 2

This is an example of ACMS maintaining historical records:

Coast Guard Headquarters has received information from an engine manufacturer that a certain model engine fuel control, used on Coast Guard HH-65A helicopters, has failed on other military and civilian aircraft.

The manufacturer notifies the Coast Guard that only ten of these serial number fuel controls are potentially defective. The Coast Guard, using the ACMS data base, finds that three of these fuel controls are in the Coast Guard inventory. Two fuel controls are in spare stock at the Coast Guard Aircraft Repair and Supply Center (ARSC) Elizabeth City, NC and one is installed on HH-65A #6517 located at Air Station Los Angeles, CA.

The Coast Guard, instead of inspecting all spare stock and grounding the HH-65A fleet to look for these fuel controls, locates the defective fuel controls using ACMS data. After identifying the appropriate units, in this case ARSC and Air Station Los Angeles, they are directed to remove the potentially defective fuel controls from the inventory—thus saving time and speeding removal of this item from the inventory.

Summary

As you can see, ACMS is a very powerful tool in the Coast Guard aviation maintenance program. The examples shown reflect only a portion of the true capabilities of ACMS, but they give you a frame of reference as you complete this reading assignment.

ACMS Maintenance Procedure Card

Introduction

To enable ACMS to produce up-to-date historical documents and reports, the contractor must receive records of all aircraft and component maintenance from each air station. To do this, air stations use completed ACMS Maintenance Procedure Cards (MPC).

MPC Functions

The two primary functions of a MPC are to:

1. Serve as a historical document
 2. Serve as a technical maintenance document
-

Historical Document

Maintenance Procedure Cards contain information blocks for maintenance technicians to record important information such as calendar date and aircraft hours upon completion of a maintenance task. This information is electronically transmitted to ACMS while the hard copy of the MPC is kept at the air station as a backup historical document for a period of three months.

Technical Maintenance Document

Maintenance Procedure Cards are also technical maintenance documents. They provide specific step-by-step maintenance instructions for all scheduled and many unscheduled maintenance tasks. These cards contain procedures that are compiled from aircraft and component manufacturer's technical maintenance manuals and Coast Guard established maintenance procedures.

Scheduled maintenance is performed on a routine, rotating basis. Unscheduled maintenance is required due to unexpected failures of systems or components, or unusual circumstances such as lightning strikes or hard landings.

Mandatory Use

Maintenance Procedure Cards are produced by the ACMS contractor under the direction of Coast Guard Headquarters Aeronautical Engineering Division (G-SEA). By utilizing the mainframe computer with its printing capabilities, changes to written maintenance procedures can be incorporated into affected MPC's and mailed to the appropriate air stations in a timely manner. Therefore, it is mandatory that you as a technician use these MPC's as your primary reference for all maintenance tasks.

Continued next page

ACMS Maintenance Procedure Card (Continued)

Example of a MPC This is an example cover page from a MPC. The cover page tells the technician what must be done and is used to record information for updating the mainframe computer.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-65 05002.4 REV'D 06/15/93			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
				DATE		DATE			
				A/C HOURS		A/C HOURS			
				MO	DAY	YEAR	MO	DAY	YEAR
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM		
<input type="checkbox"/> DUE	055055	SPCL/INSP	TGB OIL SYSTEM CONTAMINATION				65-6521-001		
<input type="checkbox"/> SCHEDULED		<input type="checkbox"/> UNSCHEDULED							
DISCREPANCIES FOUND: NO ____ YES ____									
MAN HOURS: AMT ____ AVT ____ AST ____ OTHER ____									
REMARKS: _____ _____									
TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE REQ'D _____			
REVIEWED BY			LOG YN			DATA ENTRY COMPLETED			
						Page 1 of 4			

Continued next page

ACMS Maintenance Procedure Card (Continued)

Example of a MPC (Continued)

This is the first page to follow the example MPC cover page. This page and subsequent pages of a MPC contain all procedural information to complete a maintenance task.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM	HH-65 05002.4
<p>1 TAIL GEARBOX OIL SYSTEM CONTAMINATION INSPECTION</p> <p>REFERENCES: MPC 12001.1 MPC 12003.0 MPC 63014.0</p> <p>TOOLS/TEST EQUIPMENT: DRAIN PAN DRAIN HOSE P/N 703 A95-0530-00 MAGNETIC RETREIVAL TOOL</p> <p>EXPENDABLES: CHEESE CLOTH OR FILTER PAPER</p> <p>CONSUMABLES: TURBINE OIL MIL-L-23699 OR MIL-L-7808</p> <p>A PROCEDURES:</p> <p>1. PRELIMINARY STEPS</p> <p><i>NOTE: Metal particles found in the tail gearbox chip detectors may not indicate the failure of an internal part. The oil may be checked for metal particles by filtering the oil through cheese cloth or filter paper. The tail gearbox should be inspected for metal particle contamination at the following times:</i></p> <p>a. At the time of any oil change.</p> <p>b. After any incident in which damage to the gearbox could have occurred.</p> <p>c. When a chip detector warning light illuminates. (The presence of metal particles, however is not necessarily an indication that the gearbox is no longer serviceable. The quantity, size, form, and type of metal found together with the service history of the particular gearbox, must be taken into consideration. The time accumulated since the gearbox was new or overhauled, previous failures and type of operation, are important factors in determining the futher serviceability of the component)</p> <p>d. When an overspeed occurred.</p> <p style="text-align: center;">WARNING <i>WHEN ANY PARTICLE FOUND IS READILY IDENTIFIABLE SUCH AS, GEARS, NUTS, BEARINGS, OIL FINGERS, THRUST WASHERS, SNAP RINGS, OR OTHER COMPONENTS, REPLACE THE GEARBOX.</i></p> <p>e. Remove the tail gearbox cover.</p> <p>2. INSPECTION</p> <p>a. Drain the tail gearbox follows:</p> <p>(1) Remove the chip detector and insert drain hose into the chip detector receptacle, and drain oil through cheese cloth or filter paper.</p> <p style="text-align: center;"></p> <p style="text-align: right;">Page 2 of 4</p>	

Continued next page



ACMS Maintenance Procedure Card Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

From memory, write the two primary functions of a MPC in the space provided below.

1. _____

2. _____

ACMS Maintenance Procedure Card Feedback

Feedback

Compare your answers to the feedback provided below. If you had trouble with this practice, review the ACMS Maintenance Procedure Card section of this reading assignment beginning on page 1-5.

The two primary functions of a MPC are:

1. Serve as a historical document
(Pg. 1-7)
 2. Serve as a technical maintenance document
(Pg. 1-7)
-

Maintenance Procedure Card Groups

Introduction

There are three groups of maintenance procedure cards. They are as follows:

1. Aircraft MPC - Applicable to aircraft systems and components
2. Mandatory Special Requirements (MSR) MPC - Applicable to aviation survival equipment and selected aviation support equipment. MSR cards are broken up into the following categories:
 - a. Aviation Life Support Equipment (ALSE)
 - b. Avionics Support (AS)
 - c. Ground Support (GS)
 - d. Publication Audit (PA)
3. Avionics Tracking System (ATS) - Applicable to avionics components

All three groups are similar in purpose and appearance, however they are easily differentiated from each other.

Continued next page

Maintenance Procedure Card Groups (Continued)

Identifying Aircraft MPC's

Aircraft MPC's are quickly identified by one of the aircraft silhouettes shown below. The silhouette of the applicable aircraft type is displayed in the lower left-hand corner of each MPC page.

Aircraft MPC's are also identified by the aircraft model number displayed in the upper right-hand corner of the MPC followed by the specific MPC identification number. (See example on next page.)



HH-60



HH-65



HC-130



HU-25

Continued next page

Maintenance Procedure Card Groups (Continued)

Example

This is an example cover page from an HH-65A aircraft MPC. Note the location of the aircraft silhouette and aircraft model number.

U.S. COAST GUARD										HH-65	
AVIATION COMPUTERIZED MAINTENANCE SYSTEM										24012.0	
										REV'D 06/15/93	
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED				MAINTENANCE DUE			
				DATE		A/C HOURS		DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR	
ITEM	CMS CODE	ACTION		DESCRIPTION				CEINUM			
<input type="checkbox"/> DUE	243031	REM/INST		GENERATOR CONTROL UNIT NO.1				65-5300-001			
<input type="checkbox"/> SCHEDULED <input type="checkbox"/> UNSCHEDULED											
REASON REMOVED: TIME _____ TROUBLE _____ CANNIBALIZATION _____ OTHER _____										P/N REMOVED _____	
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____											
REMARKS INDICATING THE REASON FOR REMOVAL ARE REQUIRED											
<hr/> <hr/>											
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____				QUALITY ASSURANCE SIGNATURE _____			
<div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%); opacity: 0.5;">  </div>											
REVIEWED BY _____				LOG YN _____				DATA ENTRY COMPLETED _____			

Aircraft Model Number

Aircraft Silhouette

Maintenance Procedure Card Groups (Continued)

Example

This is an example cover page for a MSR ALSE Maintenance Procedure Card. Note the location of the ALSE symbol and the words "Aviation Life Support Equipment".

MSR
Title

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM				AVIATION LIFE SUPPORT EQUIPMENT 256073.0 REV'D 02/15/98			
OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE		
		DATE			DATE		
		MO	DAY	YEAR	MO	DAY	YEAR
SERIAL NUMBER TRACKED ITEM - ALL INFORMATION REQUIRED							
ITEM 3	QMS CODE	ACTION	DESCRIPTION			SERIAL	
<input type="checkbox"/> DUE	256075	CHECK	LR-1 RAFT FUNCTIONAL			LS-2560-009	
<input type="checkbox"/> SCHEDULED		<input type="checkbox"/> UNSCHEDULED					
LIFE RAFT	S/N _____	S/N _____					
	S/N _____	S/N _____					
DISCREPANCIES FOUND: YES ___ NO ___		FIELD NO: _____		LOCATION _____			
MAN HOURS: AD ___ AE ___ AM ___ AT ___ ASM ___ OTHER ___							
REMARKS: _____							
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____			
* ASTERISK INDICATES QA REQUIRED				*QA (1)	*QA (2)	*QA (3)	*QA (4)
				*QA (5)	*QA (6)	*QA (7)	
REVIEWED BY _____				LOG YR _____		DATA ENTRY COMPLETED _____	
				Page 2 of 12			

MSR ALSE
Symbol

Maintenance Procedure Card Groups (Continued)

Example

This is an example cover page for a MSR ALSE Maintenance Procedure Card. Note the location of the ALSE symbol and the words "Aviation Life Support Equipment".

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM					AVIATION LIFE SUPPORT EQUIPMENT 256073.0 REV'D 02/15/98		
OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE		
		DATE			DATE		
		MO	DAY	YEAR	MO	DAY	YEAR
SERIAL NUMBER TRACKED ITEM - ALL INFORMATION REQUIRED							
ITEM 3	CMS CODE	ACTION	DESCRIPTION		OEM/JM		
<input type="checkbox"/> DUE	256075	CHECK	LR-1 RAFT FUNCTIONAL		LS-2560-009		
<input type="checkbox"/> SCHEDULED		<input type="checkbox"/> UNSCHEDULED					
LIFE RAFT	S/N _____	S/N _____					
	S/N _____	S/N _____					
DISCREPANCIES FOUND: YES ___ NO ___		FIELD NO: _____		LOCATION _____			
MAN HOURS: AMT ___ AVT ___ AST ___ OTHER ___							
REMARKS: _____							
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____			
* ASTERISK INDICATES QA REQUIRED		*QA (1)	*QA (2)	*QA (3)	*QA (4)	*QA (5)	*QA (6)
REVIEWED BY _____		LOG YR _____			DATA ENTRY COMPLETED _____		
							

MSR
Title

MSR ALSE
Symbol

Maintenance Procedure Card Categories

Introduction

There are several categories of aircraft maintenance procedure cards, each relating to a specific maintenance action or task. Some of the more common aircraft MPC categories you are likely to use in the field are as follows:

- Inspect
 - Check
 - Lube
 - Remove/Install
 - Replace
 - Service
-

Identifying Aircraft MPC Categories

Aircraft MPC categories are quickly identified by referring to the maintenance action block located on the cover page of all MPC's. (See example on next page.)

Continued next page

Maintenance Procedure Card Categories (Continued)

Example of an Aircraft MPC Category

This is an example cover page of a service category aircraft MPC, which is indicated by the word service in the maintenance action block.

Maintenance Action Block

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-60 21500.1 REV'D 02/01/91				
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE			
				DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR
ITEM	CMS CODE	ACTION		DESCRIPTION						
<input type="checkbox"/> DUE	215005	SERVICE		AIR CYCLE MACHINE OIL CHANGE						
		<input type="checkbox"/> SCHEDULED		<input type="checkbox"/> UNSCHEDULED						
REASON REMOVED: TIME _____ TROUBLE _____ CANNABALIZATION _____ OTHER _____								P/N REMOVED _____		
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____										
REMARKS: _____										
TECHNICIAN'S SIGNATURE _____					TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE _____		
REVIEWED BY					LOG YN			DATA ENTRY COMPLETED		
										
Page 1 of 12										

Types of Maintenance Procedure Cards (Continued)

Example Non-serial-tracked Aircraft MPC

This is an example of a cover page from a Nonserial-tracked aircraft MPC. There are no spaces provided for recording component serial numbers.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HC-130 OPS 12 REV'D 05/01/93					
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE				
				DATE		A/C HOURS	DATE		A/C HOURS		
				MO	DAY	YEAR		MO	DAY	YEAR	
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM					
<input type="checkbox"/> DUE	120012	REWINST	OPERATION NUMBER 12			30-5300-001					
<input type="checkbox"/> SCHEDULED				<input type="checkbox"/> UNSCHEDULED							
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____											
REMARKS: _____											
TECHNICIAN'S SIGNATURE _____											
TECHNICIAN'S ID _____				QUALITY ASSURANCE SIGNATURE _____							
REVIEWED BY _____				LOG YN _____				DATA ENTRY COMPLETED _____			
											
Page 1 of 2											

MPC Classification Practice

Directions

In this exercise we will practice recognizing the different groups, categories, and types of MPC's.

Label example 1 below and example 2 on the following page with the correct MPC group from the list below. If you have trouble refer to page 1-16 and to the feedback on page 1-28.

MPC group list:

1. Aircraft MPC
2. Mandatory Special Requirement (ALSE) MPC
3. Avionics Tracking System (ATS) MPC

Example 1

MPC Group = _____

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM				AVIATION LIFE SUPPORT EQUIPMENT 256093.0 REV'D 02/15/96									
OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE								
		DATE			DATE								
		MO	DAY	YEAR	MO	YEAR							
SERIAL NUMBER TRACKED ITEM - ALL INFORMATION REQUIRED													
ITEM #	ONS CODE	ACTION	DESCRIPTION			CERIAL							
<input type="checkbox"/> DUE	256095	CHECK	MA-1 DROP RAFT FUNCTIONAL			LS-2560-042							
RAFT SN _____		FIELD NO. _____		LOCATION _____									
DISCREPANCIES FOUND: YES ___ NO ___													
MAN HOURS: AMT ___ AVT ___ AST ___ OTHER ___													
REMARKS: _____													
TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____										
* ASTERISK INDICATES QA REQUIRED													
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> </tr> </table>													
REVIEWED BY _____		LOG IN _____			DATE ENTRY COMPLETED _____								
						Page 2 of 32							

Continued next page

MPC Classification Practice (Continued)

Directions

Label example 2 with the correct MPC group from the list on the previous page. If you have trouble refer to page 1-13 and to the feedback on page 1-28.

Example 2

MPC Group = _____

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM							HC-130 000.3 REV'D 05/01/93			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE			
				DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM			
<input type="checkbox"/> DUE	122100	INSPECT	PDM INSPECTION				30-5300-001			
<input type="checkbox"/> SCHEDULED			<input type="checkbox"/> UNSCHEDULED							
DISCREPANCIES FOUND: NO _____ YES _____										
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____										
REMARKS: _____										
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____		QUALITY ASSURANCE SIGNATURE _____				
REVIEWED BY			LOG YN			DATA ENTRY COMPLETED				
										
Page 1 of 8										

Continued next page

MPC Classification Practice (Continued)

Directions

Label example 3 with the correct MPC category from the sample list below. If you have trouble refer to page 1-18 and to the feedback on page 1-28.

Aircraft MPC category sample list:

- | | |
|------------|-------------------------|
| 1. Inspect | 4. Lube |
| 2. Replace | 5. Service |
| 3. Check | 6. Removal/Installation |

Example 3

MPC Category = _____

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-65 32019.1 REV'D 05/01/93				
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE				
				DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM				
<input type="checkbox"/> DJE	323022	REPLACE	ROD END MLG ACTUATOR			65-6300-001				
<input type="checkbox"/> SCHEDULED						<input type="checkbox"/> UNSCHEDULED				
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____										
REMARKS: _____										
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE REQ'D _____			
REVIEWED BY				LOG YN				DATA ENTRY COMPLETED		
										

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Continued next page

MPC Classification Practice (Continued)

Directions

Label example 4 with the correct MPC type from the list below. If you have trouble refer to page 1-22 and the feedback on page 1-28.

Aircraft MPC type list:

1. Serial Tracked MPC
2. Non-Serial Tracked MPC

Example 4

MPC Type = _____

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-60 24301.5 REV'D 02/01/91			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
				DATE		DATE			
				MO	DAY	YEAR	MO	DAY	YEAR
ITEM	CMS CODE	ACTION		DESCRIPTION					
<input type="checkbox"/> DUE	243015	REM/INST		DC CONVERTER LH					
<input type="checkbox"/> SCHEDULED				<input type="checkbox"/> UNSCHEDULED					
REASON REMOVED: TIME _____ TROUBLE _____ CANNABALIZATION _____ OTHER _____							P/N REMOVED _____		
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____									
REMARKS: _____									
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____		QUALITY ASSURANCE SIGNATURE REQ'D _____			
REVIEWED BY			LOG YN			DATA ENTRY COMPLETED			
								Page 1 of 5	

Continued next page

MPC Classification Practice (Continued)

Directions

Label example 5 with the correct MPC type from the list on the previous page. If you have trouble refer to page 1-20 and the feedback provided on page 1-28.

Example 5

MPC Type = _____

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-60 62100.1 REV'D 01/01/91	
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE	
				DATE		DATE	
				A/C HOURS		A/C HOURS	
				MO	DAY	YEAR	MO
							DAY
							YEAR
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM
<input type="checkbox"/> DUE	621001	REM/INST	RED MAIN ROTOR BLADE (ASSY NO. 1)				60-6210-001
<input type="checkbox"/> SCHEDULED <input type="checkbox"/> UNSCHEDULED							
PART O F	MAIN ROTOR BLADE ASSEMBLY SER. NO.				PART NO. _____		
	REASON REMOVED: TIME ___ TROUBLE ___ CANNIBALIZATION ___ OTHER ___				COMPONENT STATUS: RFI ___ NON RFI ___		
	TECHNICIAN'S SIGNATURE _____		TECHNICIAN'S ID _____		QUALITY ASSURANCE SIGNATURE _____		
PART O N	MAIN ROTOR BLADE ASSEMBLY SER. NO.				PART NO. _____		
	TECHNICIAN'S SIGNATURE _____		TECHNICIAN'S ID _____		QUALITY ASSURANCE SIGNATURE _____		
	MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____						
REMARKS INDICATING THE REASON FOR REMOVAL ARE REQUIRED							
REVIEWED BY _____				LOG YN _____		DATA ENTRY COMPLETED _____	
							PAGE 1 OF 12

MPC Classification Feedback

Feedback

Check your practice exercise answers with the feedback provided below. If you had trouble with this practice, review the MPC classification section of this reading assignment beginning on page 1-13.

Example 1. Mandatory Special Requirement (ALSE) MPC
(Pg. 1-16, 1-17)

Example 2. Aircraft MPC
(Pg. 1-19)

Example 3. Replace category
(Pg. 1-18)

Example 4. Nonserial-Tracked MPC
(Pg. 1-22)

Example 5. Serial-Tracked MPC
(Pg. 1-21)

Man-Hour Accounting

Introduction

For the most part, completing a MPC cover page is straightforward and self-explanatory. However, there is one information block on all MPC's that needs to be addressed separately, and that is the man-hour accounting block.

In this section, you will learn how to calculate total hours for the purpose of man-hour accounting.

What is Man-Hour Accounting?

Man-hour accounting is a procedure used to track time expended by personnel involved in completing maintenance tasks. This information is used by the ACMS contractor to update estimated average time required to complete tasks for maintenance planning purposes.

Man-hour accounting is also used by Coast Guard Headquarters to assist in determining air station staffing levels. It is imperative that man-hour accounting reflect the true total time to complete all maintenance tasks.

Factors Involved in Determining Man-Hours

Man-hour accounting for the completion of each maintenance task must include time spent on the following:

- Researching all reference material.
 - Locating necessary tools, parts, and consumables (grease, oil, rags, etc.).
 - Performing the required maintenance.
 - Inspecting by Quality Assurance* (if applicable).
 - Completing all documentation.
-

Continued next page

Man-Hour Accounting (Continued)

Conversion Table

Maintenance man-hours are recorded in whole hours and tenths of an hour for any fraction of a whole hour. All man-hour sign-offs must be converted so that fractions of an hour are divided to the nearest tenth of an hour.

Use the table below when converting fractions of an hour to the nearest tenth.

MINUTES TO HOURS CONVERSION CHART	
1 OR 2 MINUTES	.0 HOUR
3 THRU 8 MINUTES	.1 HOUR
9 THRU 14 MINUTES	.2 HOUR
15 THRU 20 MINUTES	.3 HOUR
21 THRU 26 MINUTES	.4 HOUR
27 THRU 33 MINUTES	.5 HOUR
34 THRU 39 MINUTES	.6 HOUR
40 THRU 45 MINUTES	.7 HOUR
46 THRU 51 MINUTES	.8 HOUR
52 THRU 57 MINUTES	.9 HOUR
58 THRU 60 MINUTES	NEXT WHOLE HOUR

Man-Hour Conversion Example

Using the table above as a reference, note that the following are examples of converting fractions of an hour to the nearest tenth:

- AVT3 Sparks performed a VHF antenna inspection that took 45 minutes to complete.
 - Petty Officer Sparks would record this as 0.7 man-hours.
- AMT3 Speed performed an engine oil filter change that took 1 hour and 33 minutes to complete.
 - Petty Officer Speed would record this as 1.5 man-hours.

Continued next page

Man-Hour Accounting (Continued)

Multiple Technician Man-Hours

For maintenance tasks involving more than one technician of the same rate, multiply the number of people performing the task by the time it takes to complete the task.

Example

The following is an example of determining multi-technician man-hours:

- Two AST3 technicians replaced an emergency float bottle that took 1 hour 26 minutes to complete.
 - Two technicians multiplied by 1 hour 26 minutes = 2 hours 52 minutes. This would be recorded as 2.9 man-hours.
-

Multiple Rating Man-Hours

On all MPC's there are separate entries for each of the three aviation ratings.

When the completion of a maintenance task involves more than one rating, the man-hours for each rating are recorded in their respective blocks.

Example

The following example is where multiple technicians and multiple ratings were used to perform a task.

In the process of performing a flight control cable replacement, one AMT worked 1.5 hours, two AVT's worked 2.5 hours, and one AST worked 0.5 hours.

The illustration below shows how the time would be entered in the man-hour information block of the MPC for the above task.

MAN HOURS: AMT <u>1.5</u> AVT <u>5.0</u> AST <u>0.5</u> OTHER <u> </u>

Man-Hour Accounting Practice

Directions

Using the man-hour accounting conversion table found on page 1-30, record the man-hours for each maintenance scenario below. After completing the practice scenarios compare your answers to the feedback provided on the following page.

Practice Scenarios

1. You have completed a rescue hoist inspection by yourself in 45 minutes.

Man-hours would be recorded as _____.

2. You have completed a starter-generator installation by yourself in 2 hours 17 minutes.

Man-hours would be recorded as _____.

3. You and two other technicians of the same rate complete a maintenance task that took 90 minutes to accomplish.

Man-hours would be recorded as _____.

4. An AMT3 worked with an AMT1 on a tail rotor change which took 5 hours to complete.

Record man-hours required to complete task in the man-hour information block below.

MAN HOURS: AMT _____. AVT _____. AST _____. OTHER _____. _____

5. Two AVT's and an AMT work together on a navigation system inspection which took 7 hours 35 minutes to complete.

Record man-hours required to complete task in the man-hour information block below.

MAN HOURS: AMT _____. AVT _____. AST _____. OTHER _____. _____

Man-Hour Accounting Feedback

Feedback

Check your practice exercise answers with the feedback provided below. If you had trouble with this exercise, review the man-hour accounting section of this reading assignment beginning on page 1-29.

- 1. 0.7
(Pg. 1-30)
- 2. 2.3
(Pg. 1-30)
- 3. 4.5
(Pg. 1-31)
- 4. See below
(Pg. 1-31)

MAN HOURS: AMT <u>10.0</u> AVT _____ AST _____ OTHER _____
--

- 5. See below
(Pg. 1-31)

MAN HOURS: AMT <u>7.6</u> AVT <u>15.2</u> AST _____ OTHER _____

Maintenance Procedure Card Cover Page

Introduction

In this section, we will review the individual information blocks contained on aircraft MPC cover pages. For training purposes the information blocks on an MPC are grouped into the following three parts: Heading block, Maintenance Action block (Nonserial-Tracked and Serial-Tracked), and Bottom block.

How to Proceed

Each group of blocks is described by using a Block-Description Table. These tables contain terms that you may not have seen before.

To assist you in the comprehension of these terms, a glossary of terms is provided in Appendix A. Please use this glossary while you are reviewing this section of the reading assignment.

Heading Block

Heading Block Description Table

The table below provides descriptions and functions of the information and entries required in the Heading Block. Refer to this table while reviewing the Heading Block example on the facing page.

Ref #	Description	Function	Remarks
1	Aircraft Model Number	Identifies aircraft model applicable to the MPC	
2	MPC Number	Identifies the individual MPC by number	
3	MPC Revision Date	Identifies last date MPC was revised	
4	Aircraft Number	Entry block for aircraft tail number	
5	Operating Activity	Entry block for air station name	
6	Maintenance Accomplished	Entry blocks for both calendar date, and aircraft airframe hours at time of maintenance task completion	Aircraft airframe hours are obtained from the aircraft maintenance record logbook. (Round to nearest whole hour)
7	Maintenance Due	Entry blocks for calendar date or airframe hours that <i>scheduled</i> maintenance is due	These blocks are filled in by the LOG YEOMAN* for <i>scheduled</i> maintenance only

Continued next page

Heading Block (Continued)

Heading Block Example

Use this example as a reference for the table shown on the previous page.

The diagram shows a table with several reference arrows pointing to specific fields:

- Ref. #4 points to the left border of the table.
- Ref. #5 points to the text "U.S. COAST GUARD".
- Ref. #6 points to the text "AVIATION COMPUTERIZED MAINTENANCE SYSTEM".
- Ref. #7 points to the "AIRCRAFT NUMBER" header.
- Ref. #3 points to the "OPERATING ACTIVITY" header.
- Ref. #1 points to the text "HH-60 24301.5".
- Ref. #2 points to the text "REVD 02/01/91".

U.S. COAST GUARD				HH-60				
AVIATION COMPUTERIZED MAINTENANCE SYSTEM				24301.5				
				REVD 02/01/91				
AIRCRAFT NUMBER	OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
			DATE		DATE		A/C HOURS	
			MO	DAY	YEAR	MO	DAY	YEAR

Nonserial–Tracked Maintenance Action Block

Nonserial–Tracked Maintenance Action Block Description Table

The example maintenance action block, shown on the facing page, is typical of a standard aircraft nonserial–tracked MPC. It contains provisions for the following information or entries:

Note: Due to the vast amount of information on this topic, the maintenance action block is divided into two sections.

Ref #	Description	Function	Remarks
1	Item Due	If checked, signifies item is due for <i>scheduled</i> maintenance	Filled in by the Log Yeoman for <i>scheduled</i> maintenance only
2	CMS Code	Identifies the individual maintenance task	Code number used by ACMS to identify specific maintenance tasks
3	Action	Identifies MPC category	
4	Description	Identifies applicable system or component by name	
5	CEINUM*	Identifies applicable system or component by number	Code number used by ACMS
6	Scheduled/Unscheduled	Entry blocks used to identify scheduled or unscheduled maintenance action	Filled in by Log Yeoman for <i>scheduled</i> maintenance. Technician will indicate <i>unscheduled</i> maintenance with a clear distinct "X"
7	Discrepancies Found	Entry block for technician to identify if any discrepancies were discovered during compliance of MPC	Indicate with clear, distinct "X." If any discrepancies were found, a brief description of the discrepancy is required in the remarks section

Continued next page

Nonserial-Tracked Maintenance Action Block (Continued)

Nonserial-Tracked Maintenance Action Block Example Use this example as a reference for table shown on the previous page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM										HH-65 05002.4 REV'D 05/15/93	
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE				
				DATE			DATE				
				MO	DAY	YEAR	MO	DAY	YEAR	A/C HOURS	
Ref. #1	ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM			
Ref. #6	<input type="checkbox"/> DUE	055055	SPCL/INSP	TGB OIL SYSTEM CONTAMINATION				65-6521-001			
Ref. #7			<input type="checkbox"/> SCHEDULED	<input type="checkbox"/> UNSCHEDULED							
DISCREPANCIES FOUND: NO ___ YES ___											
MAN HOURS: AMT ___ AVT ___ AST ___ OTHER ___											
REMARKS: _____											
TECHNICIAN'S SIGNATURE _____											
TECHNICIAN'S ID _____											
QUALITY ASSURANCE SIGNATURE REQ'D _____											
<input type="checkbox"/> 622149 INSP / CHK TAIL GEARBOX ASSY.											

Continued next page

Nonserial–Tracked Maintenance Action Block (Continued)

Nonserial–Tracked Maintenance Action Block Description Table (Continued)

Use this table for the continuation of the Nonserial–tracked maintenance action block breakdown. Refer to the example on the following page while reading this table.

Ref #	Description	Function	Remarks
8	Man–hours	Entry block for recording man–hours expended	Enter man–hours for at least one category
9	Remarks	Entry block for technician’s comments, if any	Use keywords, be specific. Remarks required for component removals
10	Technician’s Signature	Entry block for technician’s signature	Sign in ink, must be legible
11	Technician’s ID	Entry block for technician’s ID number	ID number is the last four digits of technician’s SSN
12	Quality Assurance	Entry block for quality assurance personnel signature	Once signed, certifies quality inspection performed. If a quality assurance inspection is <i>required</i> , this entry block will contain the abbreviation “REQ’D”
13	Comments Block	May contain important notes and mandatory or optional entry blocks for sign-off of associated maintenance actions	Initial all additional CMS codes complied with during primary maintenance action

Continued next page

Nonserial-Tracked Maintenance Action Block (Continued)

Nonserial-Tracked Maintenance Action Block Example (Continued)

Use this example as a reference for the continuation table shown on previous page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM							HH-65 05002.4 REV'D 06/15/93			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE			
				DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR
ITEM	CMS CODE	ACTION		DESCRIPTION				CEINUM		
<input type="checkbox"/> DUE	055055	SPCL/INSP		TGB OIL SYSTEM CONTAMINATION				65-6521-001		
<input type="checkbox"/> SCHEDULED							<input type="checkbox"/> UNSCHEDULED			
DISCREPANCIES FOUND: NO ___ YES ___										
MAN HOURS: AMT ___ AVT ___ AST ___ OTHER ___										
REMARKS: _____										
TECHNICIAN'S SIGNATURE _____					TECHNICIAN'S ID _____		QUALITY ASSURANCE SIGNATURE REQ'D _____			
<input type="checkbox"/> 622149 INSP / CHK TAIL GEARBOX ASSY.										

Ref. #8 → DISCREPANCIES FOUND: NO ___ YES ___
 Ref. #9 → REMARKS: _____
 Ref. #10 → TECHNICIAN'S SIGNATURE _____
 Ref. #11 → TECHNICIAN'S ID _____
 Ref. #12 → QUALITY ASSURANCE SIGNATURE REQ'D _____
 Ref. #13 → 622149 INSP / CHK TAIL GEARBOX ASSY.

Serial-Tracked Maintenance Action Block

Serial-Tracked Maintenance Action Block Description Table

The example maintenance action block shown on the following page is typical of a Serial-Tracked MPC. With the exception of a few items listed below, it contains the same information and entry blocks as a Nonserial-Tracked maintenance action block.

Ref #	Description	Function	Remarks
1	Engine Serial Number	Entry block for the Next Higher Assembly (NHA*) serial number	Entry block title is variable, depending on NHA name
2	Part Off	Entry block for serial number of component removed	Enter serial number EXACTLY as it appears on component
3	Part No.	Entry block for part number of component removed	Enter part number EXACTLY as it appears on component
4	Reason Removed	Entry block for recording reason component was removed	Check applicable reason for removal (TIME* - TROUBLE* - Cannibalization* - or Other). Indicate With clear, distinct "X"
5	Component Status	Entry block to report status of removed component	Check applicable component status (RFI* or NON-RFI*) with clear distinct "X"
6	Part On	Entry block for serial number of component installed	Enter serial number EXACTLY as it appears on component
7	Part No.	Entry block for part number of component installed	Enter part number EXACTLY as it appears on component

Continued next page

Serial-Tracked Maintenance Action Block (Continued)

Serial-Tracked Maintenance Action Block Example

Use this example as a reference for the table shown on previous page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-65 80001.1 REVD 05/15/93						
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED				MAINTENANCE DUE				
				DATE		A/C HOURS		DATE		A/C HOURS		
				MO	DAY	YEAR		MO	DAY	YEAR		
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM					
<input type="checkbox"/> DUE	800001	REM/INST	STARTER/GENERATOR				65-8010-001					
<input type="checkbox"/> SCHEDULED						<input type="checkbox"/> UNSCHEDULED						
This card is used to report maintenance performed on this												
ENGINE						SERIAL NO.						
[] [] [] [] [] [] [] [] [] [] [] []						[] [] [] [] [] [] [] [] [] [] [] []						
P A R T O F	STARTER/GENERATOR SER. NO.						PART NO.					
	[] [] [] [] [] [] [] [] [] [] [] []						[] [] [] [] [] [] [] [] [] [] [] []					
	REASON REMOVED: TIME ___ TROUBLE ___ CANNIBALIZATION ___ OTHER ___						COMPONENT STATUS: RFI ___ NON RFI ___					
P A R T O N	TECHNICIAN'S SIGNATURE				TECHNICIAN'S ID		QUALITY ASSURANCE SIGNATURE					
	[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []		[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []	
	STARTER/GENERATOR SER. NO.						PART NO.					
[] [] [] [] [] [] [] [] [] [] [] []						[] [] [] [] [] [] [] [] [] [] [] []						
TECHNICIAN'S SIGNATURE				TECHNICIAN'S ID		QUALITY ASSURANCE SIGNATURE						
[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []		[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []		
Initial the items below which have been complied with during the course of the above maintenance action.												
<input type="checkbox"/> 800037 INSPECT STARTER/GENERATOR REFER TO (MPC 80003.0)												
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____												
REMARKS INDICATING THE REASON FOR REMOVAL ARE REQUIRED												
[] [] [] [] [] [] [] [] [] [] [] []												
REVIEWED BY				LOG YN				DATA ENTRY COMPLETED				
[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []				[] [] [] [] [] [] [] [] [] [] [] []				
										PAGE 1 OF 7		

Bottom Block

Bottom Block Table

The example bottom block shown on the following page is common to all MPC cards. It contains provisions for the following entries:

Ref #	Description	Function	Remarks
1	Reviewed By	Entry block for signature of person reviewing accuracy and completeness of MPC	Normally signed by shop supervisor or Maintenance Chief
2	Log Yeoman	Entry block for signature of Log Yeoman	Certifies Log Yeoman review of MPC for possible additional paperwork action
3	Data Entry Complete	Entry block for signature of Log Yeoman	Certifies completed MPC information transmitted to ACMS contractor

Continued next page

Bottom Block (Continued)

Bottom Block Example

Use this example as a reference for the table shown on previous page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM										HH-60 24301.5 REV'D 02/01/91	
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED				MAINTENANCE DUE			
				DATE		A/C HOURS		DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR	
ITEM	CMS CODE	ACTION		DESCRIPTION							
<input type="checkbox"/> DUE	243015	REM/INST		DC CONVERTER LH							
<input type="checkbox"/> SCHEDULED										<input type="checkbox"/> UNSCHEDULED	
REASON REMOVED: TIME _____ TROUBLE _____ CANNABALIZATION _____ OTHER _____										P/N REMOVED _____	
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____											
REMARKS: _____											
TECHNICIAN'S SIGNATURE _____				TECHNICIAN'S ID _____				QUALITY ASSURANCE SIGNATURE REQ'D _____			
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;"> <p>Ref. #1</p>  </div> <div style="text-align: center;"> <p>Ref. #2</p>  </div> <div style="text-align: center;"> <p>Ref. #3</p>  </div> </div>											
REVIEWED BY				LOG YN				DATA ENTRY COMPLETED			
										Page 1 of 5	

Blank Page

MPC Sign Off Practice

Introduction

In this section, you will practice the proper sign-off procedures for the following types of MPC's:

- Nonserial-Tracked inspection MPC
 - Nonserial-Tracked removal/installation MPC
 - Serial-Tracked inspection MPC
 - Serial-Tracked removal/installation MPC
-

Directions

Use a pencil for this practice exercise in order to erase possible mistakes. However, *always* use a black or blue ball point pen when making entries on official documents.

Each MPC practice contains a maintenance scenario, an example blank MPC, and a step-action table. Read the maintenance scenario thoroughly, it contains key information you will use in completing the MPC.

To ensure that your entries in the various blocks are correct, follow the step-action tables and fill in the appropriate information. Review your practice MPC's with the feedback, provided at the end of each practice scenario.

MPC Sign Off Practice Exercise #1

Introduction

Practice exercise #1 consist of reading the maintenance scenario below and completing the nonserial-tracked inspection MPC shown on the following page.

Use the AMT rating for entering man-hours and your name and SSN in the technician's signature and ID blocks.

Maintenance Scenario

You are stationed at Air Station Los Angeles. You have completed a *scheduled* #1 Measured Gas Temperature (MGT) indication system inspection on HH-65A tail number 6542.

A review of the aircraft logbook reveals a current total 4512.2 airframe flight hours.

It took you 1 hour 14 minutes to complete this task.

No discrepancies were found during maintenance.

Follow the step-action table below to complete practice exercise #1.

Step	Action
1	Enter today's date
2	Enter current airframe hours
3	Indicate if discrepancies were found
4	Enter man-hours expended
5	Sign your name
6	Enter your ID number

Continued next page

MPC Sign Off Practice Exercise #1 (Continued)

Practice Exercise MPC

Complete this MPC using the data from the maintenance scenario on the previous page. If you have trouble completing this MPC review pages 1-36 through 1-41 and refer to the feedback on the next page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-65 77009.1 REV'D 06/15/93			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
				DATE		DATE			
				MO	DAY	YEAR	MO	DAY	YEAR
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM			
<input type="checkbox"/> DUE	772013	INSP/CHK	MGT IND SYSTEM NO.1			65-5300-001			
<input type="checkbox"/> SCHEDULED			<input type="checkbox"/> UNSCHEDULED						
DISCREPANCIES FOUND: NO _____ YES _____									
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____									
REMARKS: _____									
TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE _____			
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM			
<input type="checkbox"/> DUE	772014	INSP/CHK	MGT IND SYSTEM NO.2			65-5300-001			
<input type="checkbox"/> SCHEDULED			<input type="checkbox"/> UNSCHEDULED						
DISCREPANCIES FOUND: NO _____ YES _____									
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____									
REMARKS: _____									
TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE _____			
REVIEWED BY		LOG YN			DATA ENTRY COMPLETED				
								Page 1 of 2	

MPC Sign-Off Practice Exercise #1 Feedback

Practice Exercise #1 Feedback

Your practice nonserial-tracked inspection MPC should look like the one shown below. Review pages 1-36 through 1-41 of this lesson to correct any errors you may have made.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-65 77009.1 REV'D 06/15/93				
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE			
6542		CGAS L.A.		DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR	MO	DAY	YEAR	
				01	01	95			4512	
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM				
<input type="checkbox"/> DUE	772013	INSP/CHK	MGT IND SYSTEM NO.1			65-5300-001				
<input type="checkbox"/> SCHEDULED			<input type="checkbox"/> UNSCHEDULED							
DISCREPANCIES FOUND: NO <u>X</u> YES _____										
MAN HOURS: AMT <u>1 2</u> AVT _____ AST _____ OTHER _____										
REMARKS: _____										
TECHNICIAN'S SIGNATURE			YOUR SIGN.			TECHNICIAN'S ID		SSN		
								QUALITY ASSURANCE SIGNATURE		
ITEM	CMS CODE	ACTION	DESCRIPTION			CEINUM				
<input type="checkbox"/> DUE	772014	INSP/CHK	MGT IND SYSTEM NO.2			65-5300-001				
<input type="checkbox"/> SCHEDULED			<input type="checkbox"/> UNSCHEDULED							
DISCREPANCIES FOUND: NO _____ YES _____										
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____										
REMARKS: _____										
TECHNICIAN'S SIGNATURE						TECHNICIAN'S ID		QUALITY ASSURANCE SIGNATURE		
REVIEWED BY				LOG YN			DATA ENTRY COMPLETED			
									Page 1 of 6	

MPC Sign Off Practice Exercise #2

Introduction

Practice exercise #2 consist of reading the maintenance scenario below and completing the nonserial-tracked removal/installation MPC shown on page 53.

Use AMT rating for man-hours, your name and SSN for technician's signature and ID.

The procedure table for this exercise is located on the next page.

Maintenance Scenario

You are stationed at Air Station Cape Cod. On Monday morning the shop supervisor assigns you and AMT3 Potting to replace the left-hand main landing gear actuator cylinder on HU-25A tail number 2110.

During the morning preflight, this actuator was found to be leaking excessive amounts of hydraulic fluid.

Part number of component removed is KLM-098-P.

While replacing the actuator, you and PO Potting also complied with CMS code 321024 (Lube left-hand MLG and doors) and CMS code 321029 (Inspect/Check left-hand MLG and doors).

This *unscheduled* maintenance task was completed at 8647.9 airframe flight hours.

It took you and PO Potting 5 hours 58 minutes to complete these tasks.

Continued next page

MPC Sign Off Practice Exercise #2 (Continued)

Step-Action Table

Using the data from the maintenance scenario on the previous page follow the step-action table below to complete the MPC on the next page.

Step	Action
1	Enter aircraft tail number
2	Enter operating activity
3	Enter today's date
4	Enter current airframe hours
5	Enter an X in the appropriate type of maintenance performed block (Scheduled/Unscheduled)
6	Enter reason removed
7	Enter part number of component removed
8	Record man-hours expended
9	Enter appropriate remarks concerning reason for removal
10	Sign your name
11	Enter your ID number
12	Initial all CMS codes complied with during primary maintenance task

Continued next page

MPC Sign Off Practice Exercise #2 (Continued)

Practice Exercise MPC

Follow the step-action table on the previous page and enter the data from the maintenance scenario on page 1-51 to complete this MPC.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM							HU-25 410.0 REV'D 04/15/91			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE			
				DATE		A/C HOURS	DATE		A/C HOURS	
				MO	DAY	YEAR		MO	DAY	YEAR
ITEM	CMS CODE	ACTION		DESCRIPTION						
<input type="checkbox"/> DUE	323016	REMINST		MLG ACTUATING CYLINDER LH						
<input type="checkbox"/> SCHEDULE				<input type="checkbox"/> UNSCHEDULED						
REASON REMOVED: TIME ___ TROUBLE ___ CANNABALIZATION ___ OTHER ___								P/N REMOVED _____		
MAN HOURS: AMT ___ AVT ___ AST ___ OTHER ___										
REMARKS: _____										
TECHNICIAN'S SIGNATURE _____					TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE REQ'D _____		
<input type="checkbox"/> 321020 CHECK SHOCK ABSORBER LENGTH MLG LH REFER TO MPC 401.0 ITEM 4 <input type="checkbox"/> 321024 LUBE MLG AND DOORS LH REFER TO MPC 401.0 ITEM 2 <input type="checkbox"/> 321029 INSP /CHK MLG AND DOORS LH REFER TO TO MPC 401.0 ITEM 3										
REVIEWED BY				LOG YN				DATA ENTRY COMPLETED		
										Page 1 of 7

MPC Sign Off Practice Exercise #2 Feedback

Practice Exercise #2 Feedback

Your practice nonserial-tracked removal/installation MPC should look like the one shown below. If you made any errors, please review pages 1-38 through 1-41 of this lesson.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HU-25 410.0 REV'D 04/15/91			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
2110		CGAS Cape Cod		DATE		A/C HOURS		DATE	
				MO	DAY	YEAR	8648		MO
ITEM	CMS CODE	ACTION		DESCRIPTION					
<input type="checkbox"/> DUE	323016	REM/INST		MLG ACTUATING CYLINDER LH					
<input type="checkbox"/> SCHEDULE				<input checked="" type="checkbox"/> UNSCHEDULED					
REASON REMOVED: TIME ___ TROUBLE ___ <input checked="" type="checkbox"/> CANNABALIZATION ___ OTHER ___							P/N KLM-098-P REMOVED		
MAN HOURS: AMT 11.9 AVT ___ AST ___ OTHER ___									
REMARKS: REPLACED ACTUATOR DUE TO EXCESSIVE HYDRAULIC LEAK									
TECHNICIAN'S SIGNATURE YOUR SIGN.			TECHNICIAN'S ID SSN			QUALITY ASSURANCE SIGNATURE REQ'D			
Initial the items below which have been complied with during the course of the above maintenance.									
<input type="checkbox"/> 321020 CHECK SHOCK ABSORBER LENGTH MLG LH REFER TO MPC 401.0 ITEM 4									
<input checked="" type="checkbox"/> 321024 LUBE MLG AND DOORS LH REFER TO MPC 401.0 ITEM 2									
<input checked="" type="checkbox"/> 321029 INSP /CHK MLG AND DOORS LH REFER TO TO MPC 401.0 ITEM 3									
REVIEWED BY			LOG YN			DATA ENTRY COMPLETED			
						Page 1 of 7			

MPC Sign Off Practice Exercise #3

Introduction

Practice exercise #3 consist of reading the maintenance scenario below and completing the serial-tracked inspection MPC shown on the facing page.

Use the AMT rating for man-hours and enter your name and SSN in the technician's signature and ID blocks.

Maintenance Scenario

You are stationed at Air Station Elizabeth City. Your night maintenance supervisor hands you a stack of *scheduled* MPC's to complete, one of which is to Inspect/Clean the #2 engine ignitor plugs on HC-130 tail number 1502.

A review of the aircraft logbook reveals a current total of 12,589.4 airframe flight hours. Engine serial # 251211E is installed in Position number 2. It took you 2 hours 39 minutes to complete this task.

During the inspection, you found that the ceramic tip on the two o'clock ignitor plug was cracked. You replaced the ignitor with an RFI plug.

Use the step-action table below to complete the MPC on the next page.

Step	Action
1	Enter today's date
2	Enter current airframe hours
3	Indicate a discrepancy was found
4	Enter man-hours expended
5	Enter remarks concerning discrepancy found
6	Sign your name
7	Enter your ID number

Continued next page

MPC Sign Off Practice Exercise #3 Feedback

Practice Exercise #3 Feedback

Your practice serial-tracked MPC should look like the one shown below. If you made any errors, please review the applicable sections in this lesson.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HC-130 779.0 REV'D 05/01/92			
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED		MAINTENANCE DUE			
1502		CGAS Elizabeth City		DATE		A/C HOURS	DATE		A/C HOURS
				MO	DAY	YEAR		MO	DAY
				06	15	97	12589		
ITEM	CMS CODE	ACTION		DESCRIPTION					
<input type="checkbox"/> DUE	742800	INSP/CLN		ENGINE IGNITOR PLUG					
<input checked="" type="checkbox"/> SCHEDULED				<input type="checkbox"/> UNSCHEDULED					
ENGINE				SERIAL NO.				PART POSITION #2	
2 5 1 2 1 1 E									
DISCREPANCIES FOUND: YES ___ NO ___									
MAN HOURS: AMT <u>2.7</u> AVT _____ AST _____ OTHER _____									
REMARKS: <u>FOUND 2 O'CLOCK IGNITOR PLUG TIP BROKEN, REPLACED WITH RFI PLUG</u>									
TECHNICIAN'S SIGNATURE <u>YOUR SIGNATURE.</u>			TECHNICIAN'S ID <u>SSN</u>			QUALITY ASSURANCE SIGNATURE REQ'D _____			
REVIEWED BY			LOG YN			DATA ENTRY COMPLETED			
						Page 1 of 7			

MPC Sign Off Practice Exercise #4

Introduction

Practice exercise #4 consist of completing the serial-tracked removal/installation MPC shown on page 1-61.

Use the AMT rating for man-hours and enter your name and SSN in the technician's signature and ID blocks.

Use the maintenance scenario below and follow the step-action table on the next page to complete this exercise.

Maintenance Scenario

You are stationed at Air Station Elizabeth City. Your shop chief directs you and AMT3 Gruntz to replace the rotating swashplate on HH-60J tail number 6009. During the morning preflight, this swashplate was found to have an excessive amount of "play" in the rotating swashplate bearing.

Serial number of the swashplate assembly (rotating swashplate NHA) is SP8979.

Serial number of rotating swashplate removed is RS1568.
Part number of swashplate removed is S-456-147-Q.

Serial number of rotating swashplate installed is RS2863.
Part number of swashplate installed is S-456-147-QR2.

This *unscheduled* maintenance task was completed at 1254.8 airframe flight hours.

It took you and PO Gruntz 6 hours 34 minutes to complete these tasks.

Continued next page

MPC Sign Off Practice Exercise #4 (Continued)

Step–Action Table

Using the data from the maintenance scenario on the previous page and following the step–action table below, complete the MPC on the next page.

Step	Action
1	Enter aircraft tail number
2	Enter operating activity
3	Enter today's date
4	Enter current airframe hours
5	Enter an X in the type of maintenance performed block (Scheduled/Unscheduled)
6	Enter serial number of component removed
7	Enter part number of component removed
8	Check the appropriate reason for removal
9	Check the appropriate status of the removed component
10	Sign your name
11	Enter your ID number
12	Enter serial number of component installed
13	Enter part number of component installed
14	Sign your name
15	Enter your ID number
16	Record man-hours expended
17	Enter appropriate remarks concerning reason for removal

Continued next page

MPC Sign Off Practice Exercise #4 (Continued)

Practice Exercise MPC

Complete this MPC by following the step-action table on the previous page and entering the data from the scenario on page 1-59. If you have trouble refer to the feedback on the next page.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-60 62301.0 REV'D 02/01/93													
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE												
				DATE		A/C HOURS	DATE		A/C HOURS										
				MO	DAY	YEAR		MO	DAY	YEAR									
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM												
<input type="checkbox"/> DUE	623010	REM/INST	SWASHPLATE ASSEMBLY				60-6230-001												
<input type="checkbox"/> SCHEDULED						<input type="checkbox"/> UNSCHEDULED													
This card is used to report maintenance performed on this MAIN ROTOR HUB SUB ASSY SERIAL NO.																			
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:20px;"> </td><td style="width:20px;"> </td> </tr> </table>																			
PART OFF	SWASHPLATE ASSEMBLY SER. NO.						PART NO. _____												
	REASON REMOVED: TIME ___ TROUBLE ___ CANNIBALIZATION ___ OTHER ___						COMPONENT STATUS: RFI ___ NON RFI ___												
	TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE REQ'D _____												
PART ON	SWASHPLATE ASSEMBLY SER. NO.						PART NO. _____												
	TECHNICIAN'S SIGNATURE _____			TECHNICIAN'S ID _____			QUALITY ASSURANCE SIGNATURE REQ'D _____												
	Initial the items below which have been complied with during the course of the above maintenance action.																		
<input type="checkbox"/> 623028 LUBE SWASHPLATE ASSEMBLY MPC 62302.8 <input type="checkbox"/> 623030 INSPECT SWASHPLATE MINOR MPC 62303.0 <input type="checkbox"/> 623040 INSPECT SWASHPLATE MAJOR MPC 62304.0																			
MAN HOURS: AMT _____ AVT _____ AST _____ OTHER _____																			
REMARKS INDICATING THE REASON FOR REMOVAL ARE REQUIRED																			
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:40%;">REVIEWED BY</td> <td style="width:30%;">LOG YN</td> <td style="width:30%;">DATA ENTRY COMPLETED</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>										REVIEWED BY	LOG YN	DATA ENTRY COMPLETED							
REVIEWED BY	LOG YN	DATA ENTRY COMPLETED																	
																			
PAGE 1 OF 7																			

MPC Sign Off Practice Exercise #4 Feedback

Practice Exercise #4 Feedback

Your practice serial-tracked removal/installation MPC should look like the one shown below. If you made any errors, please review the applicable sections in this lesson.

U.S. COAST GUARD AVIATION COMPUTERIZED MAINTENANCE SYSTEM						HH-60 62301.0 REVD 02/01/93													
AIRCRAFT NUMBER		OPERATING ACTIVITY		MAINTENANCE ACCOMPLISHED			MAINTENANCE DUE												
6009		CGAS Elizabeth City		DATE		A/C HOURS	DATE		A/C HOURS										
		MO	DAY	YEAR	1255		MO	DAY	YEAR										
07		30		97															
ITEM	CMS CODE	ACTION	DESCRIPTION				CEINUM												
<input type="checkbox"/> DUE	623010	REM/INST	SWASHPLATE ASSEMBLY				60-6230-001												
<input type="checkbox"/> SCHEDULED		<input checked="" type="checkbox"/> UNSCHEDULED																	
This card is used to report maintenance performed on this MAIN ROTOR HUB SUB ASSY SERIAL NO.																			
<table border="1"> <tr> <td>S</td><td>P</td><td>8</td><td>9</td><td>7</td><td>9</td><td></td><td></td><td></td><td></td> </tr> </table>										S	P	8	9	7	9				
S	P	8	9	7	9														
P A R T O F	SWASHPLATE ASSEMBLY SER. NO.					PART NO. <u>S-456-147-Q</u>													
	REASON REMOVED: TIME ___ TROUBLE <input checked="" type="checkbox"/> CANNIBALIZATION ___ OTHER ___					COMPONENT STATUS: RFI ___ NON RFI <input checked="" type="checkbox"/>													
	TECHNICIAN'S SIGNATURE <u>Your Signature</u>			TECHNICIAN'S ID <u>SSN</u>		QUALITY ASSURANCE SIGNATURE REQ'D _____													
P A R T O N	SWASHPLATE ASSEMBLY SER. NO.					PART NO. <u>S-456-147-QR2</u>													
	REASON REMOVED: TIME ___ TROUBLE <input checked="" type="checkbox"/> CANNIBALIZATION ___ OTHER ___					COMPONENT STATUS: RFI ___ NON RFI <input checked="" type="checkbox"/>													
	TECHNICIAN'S SIGNATURE <u>Your Signature</u>			TECHNICIAN'S ID <u>SSN</u>		QUALITY ASSURANCE SIGNATURE REQ'D _____													
Initial the items below which have been complied with during the course of the above maintenance action.																			
<input type="checkbox"/> 623028 LUBE SWASHPLATE ASSEMBLY MPC 62302.8 <input type="checkbox"/> 623030 INSPECT SWASHPLATE MINOR MPC 62303.0 <input type="checkbox"/> 623040 INSPECT SWASHPLATE MAJOR MPC 62304.0																			
MAN HOURS: AMT <u>13 1</u> AVT _____ AST _____ OTHER _____																			
REMARKS INDICATING THE REASON FOR REMOVAL ARE REQUIRED																			
<u>During preflight found excessive play in Swashplate bearing.</u>																			
REVIEWED BY				LOG YN			DATA ENTRY COMPLETED												
																			
PAGE 1 OF 7																			

Aircraft Maintenance Forms

Objectives

To successfully complete this assignment, you must study the text and master the following objectives:

- Given a maintenance scenario and a CG-4377 Part I, **COMPLETE** the aircraft flight record with the required information.
- Given a maintenance scenario and a CG-4377 Part III, **COMPLETE** the aircraft flight record with the required information.
- Given a maintenance scenario and a CG-4377A, **COMPLETE** the maintenance document with the required information.
- Given a maintenance scenario and a CG-4377B, **COMPLETE** the maintenance form with the required information.
- Given a maintenance scenario and a CG-5181, **COMPLETE** the maintenance form with the required information.
- Given a maintenance scenario and a Maintenance Discrepancy Report, **COMPLETE** the maintenance form with the required information.
- Given a maintenance scenario and a CG-4010, **COMPLETE** the aeronautical equipment report with the required information.
- Given a maintenance scenario and a CG-1577A, **COMPLETE** the maintenance form report with the required information.
- Given a maintenance scenario and a DD Form 1577-2, **COMPLETE** the maintenance form report with the required information.
- Given a maintenance scenario and a DD Form 1577, **COMPLETE** the maintenance form report with the required information.
- Given a maintenance scenario and a DD Form 1574, **COMPLETE** the maintenance form report with the required information.

Continued next page

Aircraft Maintenance Forms (Continued)

References

The information contained in this assignment can be found in the following references:

- Aeronautical Engineering Maintenance Management Manual COMDTINST M13020.1 (series).
 - Air Operations Manual COMDTINST M3710.1 (series)
-

Overview

Introduction

In this reading assignment, you will complete the necessary forms to record aircraft operational and maintenance information (both completed and delayed) and report the status of aeronautical equipment.

One of the most important aspects of a safe and successful aviation program is accurate and up-to-date aircraft maintenance documentation.

Aircraft Maintenance Forms are a permanent aircraft maintenance record. They are designed to record all aircraft inspections, and maintenance actions that are performed on the aircraft or delayed. Also, the forms are used to report the status of operating and failed aeronautical equipment.

It is important that you, as a technician be able to properly complete all Aircraft Maintenance Forms to ensure that proper maintenance is performed or recorded for later action, and to ensure that parts installed on the aircraft are operating correctly.

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Aircraft Maintenance Forms Background

Introduction

Aircraft Maintenance Forms are used by all Coast Guard aviation units to record flight data. This data is used to:

- Record aircraft hours in ACMS
 - Track individual component time
 - Report the operational status of an air station's aircraft
 - Record any maintenance that occurs on a particular aircraft.
-

Purpose

The primary purpose of Aircraft Maintenance Forms is to:

- Record an aircraft's flight data and maintenance history
 - Report aeronautical equipment status
-

CG-4377, Aircraft Flight Record

Introduction

The CG-4377 Aircraft Flight Record shall be used by all Coast Guard aviation units to record flight data.

Parts of the CG-4377

The CG-4377 is a multicolored, partially precarboned, three-part form designed to fulfill the following requirements:

- Part I, provides a permanent record of preflight and local clearance information.
 - Part II, records all operational information concerning the flight.
 - This part becomes a permanent flight record which is completed by the pilot, therefore it is not covered in detail in this lesson.
 - Part III, is the maintenance record for the aircraft.
-

Disposition of Forms

All CG-4377's are legal documents that must be signed legibly in ink and retained for the following length of time before discarding.

- Part I, retained for 3 months
 - Part II, retained for 7 years
 - Part III, retained for 1 year
-

CG-4377, Part I

Introduction

The CG-4377, Part I, Preflight and Local Clearance is a yellow sheet that is used to record local clearance information, aircraft servicing, and preflight information. It must be signed by the pilot prior to the flight.

Parts of the CG-4377, Part I

The CG-4377, Part I can be broken down into the following sections:

- Heading blocks
 - Preflight and Local Clearance blocks
 - Servicing Data blocks
 - Subsequent Preflight blocks
-

Continued next page

CG-4377, Part I (Continued)

Example of Part I

An example of the CG-4377 Part I, labeled Preflight and Local Clearance, is shown below.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT				DATE								
PART I - PREFLIGHT & LOCAL CLEARANCE																
PILOT AND CREWMEMBERS			DEPARTURE POINT	ETD	TRUE AIRSPEED KTS	CRUISING ALTITUDE	DESTINATION	ETE								
CREW POSITION	NAME		GRADE/RATE		ROUTE OF FLIGHT											
PIC																
			FUEL IN HOURS	REMARKS												
PILOTS PREFLIGHT CHECKLIST																
			MISSION EQUIPMENT			TOLD CARD										
			NOTAMS			CHARTS AND NAV EQUIPMENT										
			AIRSPACE RESTRICTIONS			MAINTENANCE BRIEFING (TEST FLIGHTS)										
			WEATHER AND WINDS			LOCAL DIRECTIVES										
SERVICING DATA																
FUEL (LBS)																
		GRADE	MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY								
INITIAL FUEL LOAD			INBOARD	OUTBOARD												
		FWD/LEFT														
		AFT/RIGHT														
SUBSEQUENT FUEL LOAD																
		FWD/LEFT														
		AFT/RIGHT														
ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *								
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB					
ENG																
PROP					* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III											
INITIAL INSPECTION					REMARKS											
PREFLIGHT <input type="checkbox"/> } THRUFLIGHT <input type="checkbox"/> } (CHECK ONE) POSTFLIGHT <input type="checkbox"/> }																
I certify this aircraft has been serviced this date in accordance with approved SERVICING instructions:											TIME	DATE	SIGNATURE		RATE	
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:											TIME	DATE	SIGNATURE		RATE	MAN HRS *
SUBSEQUENT PREFLIGHT																
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:					TIME	DATE	SIGNATURE		RATE	MAN HRS *						
SUBSEQUENT PREFLIGHT																
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:					TIME	DATE	SIGNATURE		RATE	MAN HRS *						
I have reviewed the last _____ maintenance records, assured proper filing of weight and balance data, and accept this aircraft for flight.					DATE		PILOT IN COMMAND									

CG-4377, Part I, Heading Blocks

Heading Blocks Table

The table below details the information found in the Heading Blocks of the CG-4377, Part I.

Ref #	Description	Function	Remarks
1	Aircraft Model	Entry block for model of aircraft	Model number must be entire model number
2	Aircraft Number	Entry block for aircraft tail number	Self Explanatory
3	Unit	Entry block for air station name	
4	Date	Entry block for date of flight	Filled out by pilot or copilot only

Example of Heading Blocks

This is an example of the Heading Blocks found on the CG-4377, Part I.

Ref #1 ↓	Ref #2 ↓	Ref #3 ↓	Ref #4 ↓
AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE

Continued next page

CG-4377, Part I, Heading Blocks Practice

Directions

Using the data in the scenario below, complete the Practice Heading Blocks then compare your entries to the feedback on the next page.

Practice Scenario

You are stationed at Air Station Cape May and have just completed a preflight on the HH-65A, tail number 6545. Fill out the Heading blocks below using the procedure table and practice Heading blocks given.

Procedure Table

Use this procedure table to complete practice exercise.

Step	Action
1	Enter aircraft model number.
2	Enter aircraft tail number.
3	Enter unit name.

Practice Heading Blocks

Use the Heading Blocks below to complete the practice scenario.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE

CG-4377, Part I, Heading Blocks Feedback

Feedback

Compare your practice exercise entries with the feedback provided below. If you had trouble with this exercise, please review the CG-4377, Part I, Heading Blocks section of this reading assignment beginning on page 2-11.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE
HH-65A	6545	CGAS Cape May	

CG-4377, Part I, Preflight and Local Clearance Blocks

Preflight and Local Clearance Blocks Table

The table below details the information found in the Preflight and Clearance Blocks of the CG-4377. All of these blocks are completed by the pilot, but the crew should check the Pilot and Crewmember entry for accuracy. The example Preflight and Clearance Block on the facing page shows these blocks.

Ref #	Description	Entry Block for:
1	Pilot and Crewmembers	Crew position, name and Grade/Rate of all crewmembers
2	Departure Point	Point of flight departure
3	ETD	Estimated time of departure
4	True Airspeed	Airspeed in knots
5	Cruising Altitude	Cruise altitude in feet
6	Destination	Flight estimation
7	ETE	Estimated time enroute
8	Route of Flight	Route of flight
9	Fuel in Hours	Flight time with fuel load
10	Remarks	Any additional remarks
11	Pilots Preflight Checklist	List of things pilot needs to check

Continued next page

CG-4377, Part I, Preflight and Local Clearance Blocks (Continued)

Preflight and Local Clearance Blocks Example This is an example of the Preflight and Local Clearance Blocks on the CG-4377, Part I.

The diagram shows a flight form with the following sections and fields:

- AIRCRAFT MODEL**, **AIRCRAFT NUMBER**, **UNIT**, **DATE**
- PART I - PREFLIGHT & LOCAL CLEARANCE**
- PLOT AND CREWMEMBERS**
 - CREW POSIT**, **NAME**, **GRADE/RATE**
 - PIC**
- DEPARTURE POINT**, **AID**, **TRUE AIRSPEED**, **CRUISING ALTITUDE**, **DESTINATION**, **ETE**
- ROUTE OF FLIGHT**
- FUEL IN HOURS**, **REMARKS**
- PILOTS PREFLIGHT CHECKLIST**
 - MISSION EQUIPMENT**, **TOLD CARD**
 - NOTAMS**, **CHARTS AND NAV EQUIPMENT**
 - AIRSPACE RESTRICTIONS**, **MAINTENANCE BRIEFING (TEST FLIGHTS)**
 - WEATHER AND WINDS**, **LOCAL DIRECTIVES**

Reference arrows point to the following locations:

- Ref #1**: AIRCRAFT MODEL
- Ref #2**: AIRCRAFT NUMBER
- Ref #3**: DEPARTURE POINT
- Ref #4**: AID
- Ref #5**: TRUE AIRSPEED
- Ref #6**: CRUISING ALTITUDE
- Ref #7**: DESTINATION
- Ref #8**: CREW POSIT
- Ref #9**: NAME
- Ref #10**: FUEL IN HOURS
- Ref #11**: MISSION EQUIPMENT

Continued next page

CG-4377, Part I, Preflight and Local Clearance Blocks (Continued)

Example

This is an example of a completed Preflight and Local Clearance blocks on the CG-4377, Part I. Note the shaded area that needs to be checked for accuracy.

AIRCRAFT MODEL HH-65A		AIRCRAFT NUMBER 6555		UNIT CGAS SEMPER PARATUS		DATE 12/24/94		
PART I - PREFLIGHT & LOCAL CLEARANCE								
PILOT AND CREWMEMBERS			DEPARTURE POINT KMOB	ETD 1700	TRUE AIRSPEED 165 KTS	CRUISING ALTITUDE 5,000	DESTINATION KMOB	ETE 2 hrs
CREW POINT	NAME	GRADE/RATE	ROUTE OF FLIGHT					
PK	Wiley, C.	Cdr	KMOB to BFM . VFR Mobile Bay. BFM to KMOB.					
CP	Mann, L.	LT						
FM	Ramjet, R.	AMT2						
			FUEL IN HOURS 2.5 hours	REMARKS Boat Training				
PILOTS PREFLIGHT CHECKLIST								
			<input checked="" type="checkbox"/>	MISSION EQUIPMENT		<input checked="" type="checkbox"/>	TOLD CARD	
			<input checked="" type="checkbox"/>	NOTAMS		<input checked="" type="checkbox"/>	CHARTS AND NAV EQUIPMENT	
			<input checked="" type="checkbox"/>	AIRSPACE RESTRICTIONS			MAINTENANCE BRIEFING (TEST FLIGHTS)	
			<input checked="" type="checkbox"/>	WEATHER AND WINDS		<input checked="" type="checkbox"/>	LOCAL DIRECTIVES	

CG-4377, Part I, Servicing Data Blocks

Introduction

The Servicing Data section of the CG-4377, Part I, contains fuel and oil information, initial inspection, remarks, servicing certification, and preflight certification blocks. Due to the large amount of information, this section is subdivided into the following sections: Fuel, Oil, and Certification.

Fuel Servicing

The CG-4377, Part I, is used to log the fuel servicing for all Coast Guard aircraft. Not all aircraft have the same number or name for fuel tanks, but the CG-4377 is designed to meet the requirements of all the aircraft models.

Oil Servicing

The CG-4377, Part I, is also used to log oil servicing for all Coast Guard aircraft. Although they have variable oil and hydraulic systems, the CG-4377 meets the requirements of all the aircraft in the Coast Guard's inventory.

Certification

The Certification Section is applicable to all aircraft.

Example

Below is an example that shows the fuel, oil, and certification sections of the CG-4377, Part I.

SERVICING DATA												
FUEL (LBS)												
	GRADE	MAIN				AUX	EXTERNAL	TOTAL	CERTIFIED BY			
		INBOARD	OUTBOARD									
INITIAL FUEL LOAD		FWD/LEFT										
		AFT/RIGHT										
SUBSEQUENT FUEL LOAD		FWD/LEFT										
		AFT/RIGHT										
ENGINE OIL *				HYDRAULIC FLUID *				LUBE OIL *				
		1	2	3	4	PRJ	AUX	UTIL	BOOST	MOB	KB	TOB
ENG												
PROP						* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						
INITIAL INSPECTION						REMARKS						
PREFLIGHT <input type="checkbox"/> THRUFLIGHT <input type="checkbox"/> POSTFLIGHT <input type="checkbox"/>						(CHECK ONE)						
I certify this aircraft has been serviced this date in accordance with approved SERVICING instructions.						TIME	DATE	SIGNATURE	RATE			
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions.						TIME	DATE	SIGNATURE	RATE	MAN HRS *		
SUBSEQUENT PREFLIGHT						TIME	DATE	SIGNATURE	RATE	MAN HRS *		
SUBSEQUENT PREFLIGHT						TIME	DATE	SIGNATURE	RATE	MAN HRS *		
I have reviewed the last _____ maintenance records, entered proper filing of weight and balance data, and accept this aircraft for flight.						DATE	PILOT IN COMMAND					

CG-4377, Part I, Fuel Servicing Data Blocks

Fuel Servicing Data Blocks

The table below details information that is found in the Fuel Servicing Data Blocks of the CG-4377 (refer to the example on the facing page). The table below refers to the Initial Fuel Load Blocks, which is where the fuel load is documented when a new CG-4377 is completed. The Subsequent Fuel Load Blocks are completed following the same criteria, except these entries are made only when fuel has been added to or removed from the aircraft.

Ref #	Description	Entry Block for:	Remarks
1	Grade	Type of fuel in aircraft	Example: JP-4, JP-5, Jet A, etc...
2	Inboard	Pounds of fuel in inboard tanks (Fwd/Left, Aft/Right)	Can cross out whichever tanks your aircraft does not have
3	Outboard	Pounds of fuel in outboard tanks (Fwd/Left, Aft/Right)	Can cross out whichever tanks your aircraft does not have
4	Auxiliary (Aux)	Pounds of fuel in the auxiliary fuel tanks	No entry required if aircraft does not have auxiliary tanks
5	External	Pounds of fuel in the external fuel tanks	No entry required if aircraft does not have external tanks
6	Total	Total fuel load on aircraft	Add up pounds of fuel in all tanks
7	Certified By	Signature and grade of person verifying the fuel load	Sign in blue or black ink, legibly

Continued next page

CG-4377, Part I, Fuel Servicing Data Blocks (Continued)

Servicing Data Blocks Example

This is an example of the Fuel Servicing Data Blocks on the CG-4377, Part I.

The diagram shows a fuel servicing data block with seven reference arrows labeled Ref #1 through Ref #7. The block is a table with the following structure:

SERVICING DATA							
FUEL (LBS)							
	GRADE	MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
		INBOARD	OUTBOARD				
INITIAL FUEL LOAD		FWD/LEFT					
		AFT/RIGHT					
SUBSEQUENT FUEL LOAD		FWD/LEFT					
		AFT/RIGHT					

Reference arrows point to the following fields:

- Ref #1: GRADE
- Ref #2: FWD/LEFT (Initial Fuel Load)
- Ref #3: INBOARD (Main)
- Ref #4: OUTBOARD (Main)
- Ref #5: AUX
- Ref #6: TOTAL
- Ref #7: CERTIFIED BY

Aircraft Fuel Distribution

Introduction

The fuel distribution tables and examples on the following four pages provide guidelines for entering fuel loads on the CG-4377.

HH-65 Fuel Distribution

Use the table below to determine where to log the HH-65 fuel load on the CG-4377.

WHEN there is fuel in this system...	THEN enter the pounds in this block...
left-side	left-inboard
right-side	right-inboard

Example

Below is an example of how the Fuel Servicing Data Blocks are completed for the HH-65 helicopter.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	825				1675	Your Name
		AFT/RIGHT	850					
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Continued next page

Aircraft Fuel Distribution (Continued)

HU-25 Fuel Distribution

Use the table below to determine where to log the HU-25 fuel load on the CG-4377.

WHEN there is fuel in this system...	THEN enter the pounds in this block...
left-wing	left-inboard
right-wing	right-inboard
left-feeder	left-outboard
right-feeder	right-outboard
auxillary	left-auxillary

Example

Below is an example of how the Fuel Servicing Data Blocks are completed for the HU-25 aircraft.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	3800	550	950		9625	Your Name
		AFT/RIGHT	3750	575				
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Continued next page

Aircraft Fuel Distribution (Continued)

HH-60J Fuel Distribution

Use the table below to determine where to log the HH-60J fuel load on the CG-4377.

WHEN there is fuel in this system...	THEN enter the pounds in this block...
left main	left-inboard
right main	right-inboard
left-outboard aux	left aux and write in LO
right aux	right aux
left-inboard aux	left ext and write in LI

Example

Below is an example of how the Fuel Servicing Data Blocks are completed for the HH-60J helicopter.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	1550		825 LO	820 LI	4945	Your Name
		AFT/RIGHT	1500		250			
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Continued next page

Aircraft Fuel Distribution (Continued)

HC-130 Fuel Distribution

Use the table below to determine where to log the HC-130 fuel load on the CG-4377.

WHEN there is fuel in this tank...	THEN enter the pounds in this block...
No. 1 main	left-outboard
No. 2 main	left-inboard
No. 3 main	right-inboard
No. 4 main	right-outboard
left auxiliary	left aux
right auxiliary	right aux
left external	left external
right external	right external

Example

Below is an example of how the Fuel Servicing Data Blocks are completed for the HC-130 aircraft.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	6000	7000	5000	4500	45,000	Your Name
		AFT/RIGHT	6000	7000	5000	4500		
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Aircraft Fuel Distribution Practice

Directions

Using the scenario below, complete the Fuel Servicing Data Blocks. If you have trouble refer to the feedback following the next page.

Practice Scenario #1

You are stationed at Air Station Miami. The shop supervisor sends you out to fuel an HU-25A, tail number 2105, with JP-5 fuel.

After fueling the gauges read: 2975 lbs in the left wing, 2350 lbs in the right wing, 700 lbs in the left feeder, 650 lbs in the right feeder, and 1100 lbs in the auxiliary tank. Using the procedure table below, complete the Fuel Servicing Data Blocks.

Procedure Table

Follow this procedure table to complete the Fuel Servicing Data Blocks below.

Step	Enter
1	Fuel grade
2	Fuel Distribution
3	Total fuel load
4	Certification

Fuel Servicing Data Blocks

Complete the Fuel Servicing Data Blocks below by entering the data from practice scenario #1.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Continued next page

Aircraft Fuel Distribution Practice (Continued)

Directions

Using the scenario below, complete the Fuel Servicing Data Blocks. If you have trouble refer to the feedback on the following page.

Practice Scenario #2

You are stationed at Air Station Kodiak. Your line maintenance supervisor sends you out to fuel an HC-130, tail number 1704, with JP-5 fuel.

After fueling, the gauges read: No. 1 tank 8000 lbs, No. 2 tank 7000 lbs, No. 3 tank 7000 lbs, No. 4 tank 8000 lbs, left aux. 5500 lbs, right aux. 5500 lbs, left ext. 8000 lbs, and right ext. 8000 lbs. Using the procedure table below, complete the Fuel Servicing Data Blocks.

Procedure Table

Follow this procedure table to complete the Fuel Servicing Data Blocks below.

Step	Enter
1	Fuel grade
2	Fuel Distribution
3	Total fuel load
4	Certification

Fuel Servicing Data Blocks

Complete the Fuel Servicing Data Blocks below by entering the data from practice scenario #2.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Aircraft Fuel Distribution Feedback

Scenario #1 Feedback

For scenario #1 the Fuel Servicing Data Blocks should be completed as shown below.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	2975	700	1100		7775	Your Name
		AFT/RIGHT	2350	650				
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Scenario #2 Feedback

For scenario #2 the Fuel Servicing Data Blocks should be completed as shown below.

SERVICING DATA								
FUEL (LBS)								
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY
			INBOARD	OUTBOARD				
INITIAL FUEL LOAD	JP5	FWD/LEFT	7000	8000	5500	8000	57,000	Your Name
		AFT/RIGHT	7000	8000	5500	8000		
SUBSEQUENT FUEL LOAD		FWD/LEFT						
		AFT/RIGHT						

Review

If you had trouble with either of the practice scenarios, please review the Fuel Servicing Data Blocks and Aircraft Fuel Distribution sections of this lesson starting on page 2-20.

Oil/Hydraulic Servicing Data

Introduction

The tables on this page and the following four pages provide procedures for entering the oil/hydraulic quantities onto the CG-4377 for Coast Guard aircraft. After ensuring that each system is properly serviced, all quantity blocks will be labeled full. If any fluids were added to reach this level, enter the quantities onto the CG-4377, Part III (this will be covered later in this lesson).

Oil/Hydraulic Servicing Data Blocks Example

Below is an example of the Oil/Hydraulic Servicing Data Blocks found on the CG-4377, Part I. Refer to this illustration while reading the Servicing Data Blocks Table.

Ref #1				Ref #2				Ref #3			
ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *			
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG											
PROP					* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Servicing Data Blocks Table

The table below details the information that is found in the Oil/Hydraulic Servicing Data Blocks of the CG-4377.

Ref #	Description	Function	Remarks
1	Engine/Prop Oil	Entry block for #1 thru #4 engine oil or propeller oil level (if applicable)	Blocks not used may be crossed through, also blocks may be used to log oil levels of other components (e.g., APU*)
2	Hydraulic Fluid	Entry block for various hydraulic systems fluid level	Blocks not used may be crossed through, also blocks may be used to log fluid levels of other components (e.g., CSD*, Backup, etc.)
3	Lube Oil	Entry block for Lube Oil in gearboxes	Blocks not used may be crossed through

Continued next page

Oil/Hydraulic Servicing Data (Continued)

HH-65 Oil/ Hydraulic System

Use the table below to determine where to log the HH-65 oil/hydraulic quantity on the CG-4377.

WHEN this system is properly serviced...	THEN write "full" in this block...
#1 engine	Eng #1
#2 engine	Eng #2
primary hydraulicsystem	PRI hydraulic fluid
secondary hydraulic system	AUX hydraulic fluid
main gearbox	MGB lube oil
tail gearbox	TGB lube oil

HH-65 Oil/ Hydraulic Servicing Data Blocks Example

Below is an example of how the Oil/Hydraulic Servicing Data Blocks are completed for the HH-65 helicopter.

ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *			
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG	Full	Full	/	/	Full	Full	/	/	Full	/	Full
PROP	/	/	/	/	* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Continued next page

Oil/Hydraulic Servicing Data (Continued)

HU-25 Oil/Hydraulic System

Use the table below to determine where to log the HU-25 oil/hydraulic quantity on the CG-4377.

WHEN this system is properly serviced...	THEN write "full" in this block...
#1 engine	Eng #1
#2 engine	Eng #2
Auxiliary Power Unit (APU)	Eng #4, cross out 4 and write in "APU"
#1 hydraulic system	PRI hydraulic fluid, cross out PRI and write in "#1"
#2 hydraulic system	AUX hydraulic fluid, cross out AUX and write in "#2"
CSD hydraulic system	UTIL hydraulic fluid, cross out UTIL and write in "CSD"

HU-25 Oil/Hydraulic Servicing Data Blocks Example

Below is an example of how the Oil/Hydraulic Servicing Data Blocks are completed for the HU-25 aircraft.

	ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *		
	1	2	3	APU	PRI #1	AUX #2	UTIL CSD	BOOST	MGB	IGB	TGB
ENG	Full	Full	/	Full	Full	Full	Full	/	/	/	/
PROP	/	/	/	/	* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Continued next page

Oil/Hydraulic Servicing Data Blocks (Continued)

HH-60J Oil/ Hydraulic System

Use the table below to determine where to log the HH-60J oil/hydraulic quantity on the CG-4377.

WHEN this system is properly serviced...	THEN write "full" in this block...
ENGINES	
#1 engine	Eng #1
#2 engine	Eng #2
Auxiliary Power Unit (APU)	Eng #4, cross out 4 and write in "APU"
HYDRAULIC SYSTEMS	
#1 hydraulic system	PRI hydraulic fluid, cross out PRI and write in "#1"
#2 hydraulic system	AUX hydraulic fluid, cross out AUX and write in "#2"
backup hydraulic system	UTIL hydraulic fluid
GEARBOX ASSEMBLIES	
main gearbox (MGB)	MGB lube oil
intermediate gearbox (IGB)	IGB lube oil
tail gearbox (TGB)	TGB lube oil

HH-60J Oil/ Hydraulic Servicing Data Blocks Example

Below is an example of how the Oil/Hydraulic Servicing Data Blocks are completed for the HH-60J helicopter.

	ENG/PROP OIL *			APU	HYDRAULIC FLUID *				LUBE OIL *		
	1	2	3	←	PRI #1	AUX #2	UTIL	BOOST	MGB	IGB	TGB
ENG	Full	Full	/	Full	Full	Full	Full	/	Full	Full	Full
PROP	/	/	/	/	* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Continued next page

Oil/Hydraulic Servicing Data (Continued)

HC-130 Oil/ Hydraulic System

Use the table below to determine where to log the HC-130 oil/hydraulic quantities on the CG-4377.

ENGINES	
WHEN this engine is properly serviced...	THEN enter the amount in this block...
#1	Eng #1
#2	Eng #2
#3	Eng #3
#4	Eng #4
PROPELLERS	
WHEN this propeller is properly serviced...	THEN write "Full" in this block...
#1	Prop #1
#2	Prop #2
#3	Prop #3
#4	Prop #4
HYDRAULIC SYSTEMS	
WHEN this hydraulic system is properly serviced...	THEN write "Full" in this block...
Auxillary	AUX hydraulic fluid
Utility	UTIL hydraulic fluid
Booster	BOOST hydraulic fluid

HC-130 Oil/ Hydraulic Servicing Data Blocks Example

Below is an example of how the Oil/Hydraulic Servicing Data Blocks are completed for the HC-130 aircraft.

	ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *		
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG	11.0	10.5	9.5	10.0	/	Full	Full	Full	/	/	/
PROP	Full	Full	Full	Full	* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Oil/Hydraulic Servicing Data Practice

Directions

Using the data in practice scenario #1 and following the procedure table below, complete the Practice Oil Servicing Data Blocks. If you have trouble refer to the feedback following the next page.

Practice Scenario #1

You are stationed at Air Station Sitka. Your supervisor has you preflight an HH-60, tail number 6009. During the preflight inspection, all oils and fluids were found to be properly serviced.

Procedure Table

Follow this procedure table to complete the Oil Servicing Data Blocks below.

Step	Enter
1	Engine oil quantities
2	Hydraulic system quantities
3	Lube oil quantities

Practice Oil Servicing Data Blocks

Complete the Oil Servicing Data Blocks below by entering data from practice scenario #1.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT			DATE					
ENG/PROP OIL *					HYDRAULIC FLUID *				LUBE OIL *			
	1	2	3	4	PRI	AUX	UTTL	BOOST	MGB	IGB	TGB	
ENG												
PROP					* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III							

Continued next page

Oil/Hydraulic Servicing Data Practice (Continued)

Directions

Using the data in practice scenario #2 and following the procedure table below, complete the Practice Oil Servicing Data Blocks. If you have trouble refer to the feedback on the following page.

Practice Scenario #2

You are stationed at Air Station Clearwater. Your supervisor has you preflight an HC-130, tail number 1712.

During the preflight inspection you found the following oil quantities: the #1 engine has 10 gals., #2 engine has 10.5 gals., #3 engine has 11 gals., and #4 engine has 11 gals. All other oil and hydraulic systems are properly serviced. Follow the procedure table below and complete the Oil Servicing Data Blocks using the information given.

Procedure Table

Follow this procedure table to complete the Oil Servicing Data Blocks below.

Step	Enter
1	Engine oil quantities
2	Hydraulic system quantities
3	Lube oil quantities

Practice Oil Servicing Data Blocks

Complete the Oil Servicing Data Blocks below by entering data from practice scenario #2.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE

	ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *		
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG											
PROP					* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Oil/Hydraulic Servicing Data Feedback

Scenario #1 Feedback

For scenario #1 the Heading Block and Oil Servicing Data Blocks should be completed as shown below.

AIRCRAFT MODEL HH-60		AIRCRAFT NUMBER 6009		UNIT CGAS Sitka				DATE			
ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *			
	1	2	3	APU	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG	Full	Full		Full	Full	Full	Full		Full	Full	Full
PROP					* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Scenario #2 Feedback

For scenario #2 the Heading Block and Oil Servicing Data Blocks should be completed as shown below.

AIRCRAFT MODEL HC-130		AIRCRAFT NUMBER 1712		UNIT CGAS Clearwater				DATE			
ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *			
	1	2	3	4	PRI	AUX	UTIL	BOOST	MGB	IGB	TGB
ENG	10.0	10.5	11.0	11.0		Full	Full	Full			
PROP	Full	Full	Full	Full	* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III						

Review

If you had trouble with either of the practice scenarios, please review the Oil/Hydraulic Servicing Data section of this lesson beginning on page 2-29.

Aircraft Servicing and Preflight Certification

Introduction

The certification section of the CG-4377, Part I, is used to certify that the aircraft has been properly serviced and properly preflighted prior to being released for flight. A preflight is valid for 24 hours provided no subsequent maintenance has been performed, therefore the Subsequent Preflight Block is utilized when the aircraft has not flown within the last 24 hours and/or no maintenance has been performed.

Certification Section Table

The table below details the information that is found in the certification section of the CG-4377. Refer to the illustration on the following page while reading the table.

Ref #	Description	Function	Remarks
1	Initial Inspection	Used to indicate which inspection was performed	Place a check in the appropriate box
2	Remarks	Used to log any mission critical information	Examples: SAR, Night Sun installed, oxygen pressure, Cargo Sling installed, etc...
3	Servicing Certification	Used to log time, date, signature and rate of mechanic who serviced the aircraft	All blocks MUST be completed and mechanic's signature MUST be in ink and legible
4	Inspection Certification	Used to log time, date, signature, rate, and man-hours of mechanic who inspected the aircraft	
5	Subsequent Preflight Certification		
6	Pilot Signature	Used by pilot to sign for custody of the aircraft	No entry required, signed only by the pilot

Continued next page

Aircraft Servicing and Preflight Certification (Continued)

CG-4377 Certification Section Example

Refer to this example of the certification section of the CG-4377 while reading the table on the preceding page.

The diagram shows a certification form with several sections. Arrows labeled Ref #1 through Ref #6 point to specific fields:

- Ref #1** points to the "INITIAL INSPECTION" section.
- Ref #2** points to the "REMARKS" section.
- Ref #3** points to the "DATE" field in the first "I certify this aircraft has been serviced" row.
- Ref #4** points to the "SIGNATURE" field in the first "I certify this aircraft has been serviced" row.
- Ref #5** points to the "DATE" field in the first "I certify this aircraft has been inspected" row.
- Ref #6** points to the "PILOT IN COMMAND" field.

INITIAL INSPECTION		REMARKS				
PREFLIGHT	<input type="checkbox"/>	(CHECK ONE)				
THRUFLIGHT	<input type="checkbox"/>					
POSTFLIGHT	<input type="checkbox"/>					
I certify this aircraft has been serviced this date in accordance with approved SERVICING instructions:		TIME	DATE	SIGNATURE	RATE	
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE	MAN HRS *
SUBSEQUENT PREFLIGHT						
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE	MAN HRS *
SUBSEQUENT PREFLIGHT						
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE	MAN HRS *
I have reviewed the last _____ maintenance records, insured proper filing of weight and balance data, and accept this aircraft for flight.				DATE	PILOT IN COMMAND	

Aircraft Servicing and Preflight Certification Practice

Directions

In this exercise use the information in the scenario below and follow the procedure table to complete the blank certification section of a CG-4377 on the following page.

Practice Scenario

You are stationed at Air Station New Orleans and the day is Wednesday, August 26, 1994. Your watch captain has you preflight the ready HH-65, tail number 6549.

After completing the preflight at 1730, 3 hours later, you found everything to be normal except there is no Datum Marker Buoy (DMB) installed on the aircraft.

Procedure Table

Follow this procedure table to complete the practice certification section on the next page.

Step	Action
1	Check (-√) type of inspection
2	Enter any remarks
3	Complete Servicing Certification Blocks
4	Complete Inspection Certification Blocks

Continued next page

Aircraft Servicing and Preflight Certification Practice (Continued)

**Practice
Certification
Section**

Using the information in the scenario on the preceding page, complete the CG-4377 Certification Section below. If you have trouble refer to the feedback on the following page.

INITIAL INSPECTION		REMARKS			
PREFLIGHT <input type="checkbox"/> THRUFLIGHT <input type="checkbox"/> POSTFLIGHT <input type="checkbox"/>	} (CHECK ONE)				
I certify this aircraft has been serviced this date in accordance with approved SERVICING instruction.		TIME	DATE	SIGNATURE	RATE
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE MAN HRS *
SUBSEQUENT PREFLIGHT					
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE MAN HRS *
SUBSEQUENT PREFLIGHT					
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE MAN HRS *
I have reviewed the last _____ maintenance records, insured proper filing of weight and balance data, and accept this aircraft for flight.			DATE	PILOT IN COMMAND	

Aircraft Servicing and Preflight Certification Feedback

Feedback

Your practice Aircraft Servicing and Preflight Certification section should be completed like the one shown below. If you had trouble with this exercise, please review the Aircraft Servicing and Preflight Certification section of this assignment beginning on page 2-38.

INITIAL INSPECTION		REMARKS			
PREFLIGHT <input checked="" type="checkbox"/>	} (CHECK ONE)	No DMB Installed			
THRUFLIGHT <input type="checkbox"/>					
POSTFLIGHT <input type="checkbox"/>					
I certify this aircraft has been serviced this date in accordance with approved SERVICING instruction.		TIME 1730	DATE 08/26/94	SIGNATURE Your Signature	RATE Your Rate
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME 1730	DATE 08/26/94	SIGNATURE Your Signature	RATE Rate MAN HRS * 3.0
SUBSEQUENT PREFLIGHT					
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE MAN HRS *
SUBSEQUENT PREFLIGHT					
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:		TIME	DATE	SIGNATURE	RATE MAN HRS *
I have reviewed the last _____ maintenance records, insured proper filing of weight and balance data, and accept this aircraft for flight.			DATE	PILOT IN COMMAND	

CG-4377, Part I Practice

Introduction

Use the following scenario, procedure table, and practice CG-4377, Part I (on next page) for this practice. Complete the entire CG-4377, Part I.

Practice Scenario

You are stationed at Air Station Miami. Your supervisor sends you out Monday, July 4, 1994 to preflight the HU-25C, 2112. The preflight inspection takes you 3.5 hours and you finish at 1200.

Below is a list of the fuel, fluids and other information that was found during the inspection:

- Fuel load (JP-5):
 - Right wing: 3800 lbs.
 - Left wing: 3775 lbs.
 - Right feeder: 600 lbs.
 - Left feeder: 550 lbs.
 - Aux: 1000 lbs.
 - Oxygen: 1850 psi
 - Oil and hydraulics:
 - #1 engine: full
 - #2 engine: full
 - APU: full
 - #1 hydraulics: full
 - #2 hydraulics: full
 - CSD: full
-

Procedure Table

Follow this procedure table to complete this practice exercise.

Step	Enter
1	aircraft model number
2	aircraft tail number
3	unit name
4	fuel grade
5	fuel distribution
6	fuel total
7	certification signature
8	engine/prop oil quantities
9	hydraulic fluid quantities
10	lube oil quantities
11	Check (<input type="checkbox"/>) for type of inspection
12	remarks
13	servicing certification data
14	inspection certification data

Continued next page

CG-4377, Part I Practice (Continued)

Practice Form

Complete the CG-4377, Part I below by following the procedure table and entering the data from the practice scenario given on the preceding page.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT				DATE															
PART I - PREFLIGHT & LOCAL CLEARANCE																							
PILOT AND CREWMEMBERS			DEPARTURE POINT		ETD	TRUE AIRSPEED KTS	CRUISING ALTITUDE		DESTINATION		ETE												
CREW POSITION	NAME		GRADE/RATE		ROUTE OF FLIGHT																		
PILOT IN COMMAND																							
				FUEL IN HOURS	REMARKS																		
PILOT'S PREFLIGHT CHECKLIST																							
				MISSION EQUIPMENT				TOLD CARD															
				NOTAMS				CHARTS AND NAV EQUIPMENT															
				AIRSPACE RESTRICTIONS				MAINTENANCE BRIEFING (TEST FLIGHTS)															
				WEATHER AND WINDS				LOCAL DIRECTIVES															
SERVICING DATA																							
FUEL (LBS)																							
		GRADE		MAIN		AUX		EXTERNAL		TOTAL		CERTIFIED BY											
				INBOARD		OUTBOARD																	
INITIAL FUEL LOAD		FWD/LEFT																					
		AFT/RIGHT																					
SUBSEQUENT FUEL LOAD		FWD/LEFT																					
		AFT/RIGHT																					
ENG/PROP OIL *				HYDRAULIC FLUID *				LUBE OIL *															
		1		2		3		4		PRI		AUX		UTIL		BOOST		MGB		IGB		TGB	
ENG																							
PROP																							
												* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III											
INITIAL INSPECTION						REMARKS																	
PREFLIGHT <input type="checkbox"/> } THRUFLIGHT <input type="checkbox"/> } (CHECK ONE) POSTFLIGHT <input type="checkbox"/> }																							
I certify this aircraft has been serviced this date in accordance with approved SERVICING instructions:												TIME		DATE		SIGNATURE		RATE					
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:												TIME		DATE		SIGNATURE		RATE		MAN HRS *			
SUBSEQUENT PREFLIGHT																							
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:						TIME		DATE		SIGNATURE		RATE		MAN HRS *									
SUBSEQUENT PREFLIGHT																							
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions:						TIME		DATE		SIGNATURE		RATE		MAN HRS *									
I have reviewed the last _____ maintenance records, insured proper filing of weight and balance data, and accept this aircraft for flight.						DATE		PILOT IN COMMAND															

CG-4377, Part I Feedback

Feedback

Your practice CG-4377, Part I, should be completed like the one shown below. If you had trouble with this exercise, please review the appropriate section of this assignment.

AIRCRAFT MODEL HU-25C		AIRCRAFT NUMBER 2112		UNIT CGAS Miami				DATE		
PART I - PREFLIGHT & LOCAL CLEARANCE										
PILOT AND CREWMEMBERS			DEPARTURE POINT	ETD	TRUE AIRSPEED KTS	CRUISING ALTITUDE	DESTINATION	ETE		
CREW POSIT	NAME		GRADE/RATE		ROUTE OF FLIGHT					
PIC										
			FUEL IN HOURS	REMARKS						
PILOTS PREFLIGHT CHECKLIST										
			MISSION EQUIPMENT			TOLD CARD				
			NOTAMS			CHARTS AND NAV EQUIPMENT				
			AIRSPACE RESTRICTIONS			MAINTENANCE BRIEFING (TEST FLIGHTS)				
			WEATHER AND WINDS			LOCAL DIRECTIVES				
SERVICING DATA										
FUEL (LBS)										
	GRADE		MAIN		AUX	EXTERNAL	TOTAL	CERTIFIED BY		
			INBOARD	OUTBOARD						
INITIAL FUEL LOAD	JP-5	FWD/LEFT	3775	550	1000		9725	Your Signature		
		AFT/RIGHT	3800	600						
SUBSEQUENT FUEL LOAD		FWD/LEFT								
		AFT/RIGHT								
ENG/PROP OIL *			APU			HYDRAULIC FLUID * CSD			LUBE OIL *	
	1	2	3	PRY #1	APR #2	UPL	BOOST	MGB	IGB	TGB
ENG	Full	Full		Full	Full	Full	Full			
PROP										
* ENTER AMOUNT ADDED IN SPACE PROVIDED ON PART III										
INITIAL INSPECTION				REMARKS						
PREFLIGHT	<input checked="" type="checkbox"/>	} (CHECK ONE)		Oxygen 1850 psi						
THRUFLIGHT	<input type="checkbox"/>									
POSTFLIGHT	<input type="checkbox"/>									
I certify this aircraft has been serviced this date in accordance with approved SERVICING instructions.				TIME	DATE	SIGNATURE		RATE		
				1200	7/04/94	Your Signature		Your Rate		
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions.				TIME	DATE	SIGNATURE		RATE	MAN HRS *	
				1200	7/04/94	Your Signature		rate	3.5	
SUBSEQUENT PREFLIGHT										
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions.				TIME	DATE	SIGNATURE		RATE	MAN HRS *	
SUBSEQUENT PREFLIGHT										
I certify this aircraft has been inspected this date in accordance with approved PREFLIGHT instructions.				TIME	DATE	SIGNATURE		RATE	MAN HRS *	
I have reviewed the last _____ maintenance records, assured proper filing of weight and balance data, and accept this aircraft for flight.				DATE		PILOT IN COMMAND				

CG-4377, Part III

Introduction

The CG-4377, Part III, Maintenance Record is a pink sheet that is used to log aircraft flight data information, flight generated discrepancies, any corrective action or delay of corrective action, and aircraft servicing information.

Parts of the CG-4377, Part III

The CG-4377, Part III consists of the following sections:

- Heading Blocks
 - Flight Data Blocks
 - Flight Discrepancy Blocks
 - Aircraft Servicing Blocks
-

Continued next page

CG-4377, Part III, (Continued)

Example Part III

This is an example of the CG-4377, Part III, Maintenance Record form.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT		DATE	
PART III - MAINTENANCE RECORD							
TOTAL FLIGHT TIME		NO. OF LANDINGS		AIRCRAFT CONDITION		TOTAL NOR	
				↑ ↓ ↑ ↓ ↑ ↓ ↑ ↓			
ENG START CYCLES	1	2	3	4	NORM	HRS	TENS
PILOT					NORS	HRS	TENS
						MPS/LOG ENTRIES COMPLETE	
						AIRCRAFT	
						ENGINES	
						ACCESS'S	
1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY		NF	+	CORRECTIVE ACTON		MECH SIGNATURE	
						RATE	MAN HRS
						QA RELEASE	
2.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY		NF	+	CORRECTIVE ACTON		MECH SIGNATURE	
						RATE	MAN HRS
						QA RELEASE	
3.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY		NF	+	CORRECTIVE ACTON		MECH SIGNATURE	
						RATE	MAN HRS
						QA RELEASE	
4.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY		NF	+	CORRECTIVE ACTON		MECH SIGNATURE	
						RATE	MAN HRS
						QA RELEASE	
ENG/PROP OIL ADDED		LUBE OL ADDED		HYD FLUID ADDED		TOTAL A/C TIME	
	1	2	3	4	MGB	PRI	AUX
						UTIL	BOOST
ENG					IGB		
PROP					TGB		
						PREVIOUS TOTAL	
						TIME THIS FLIGHT	
						NEW TOTAL	

DISCREPANCIES CONTINUED ON NEXT SHEET

CG-4377, Part III, Heading Blocks

Heading Blocks

This is an example of the CG-4377, Part III, Heading Blocks. The information in these blocks is transferred via carbon-copy from the CG-4377, Part I as it is completed prior to flight.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE

CG-4377, Part III, Flight Data Blocks

Flight Data Blocks

The Flight Data Blocks of the CG-4377, Part III contain the following information:

- Flight time
 - Number of landings
 - Engine start cycles
 - Pilot's name
 - Aircraft condition
 - MPC/Log entries completion
-

Aircraft Maintenance Release Authority

Any time an aircraft has been grounded it **MUST** be released for flight by an individual who is authorized to do so. The Engineering Officer is authorized to "Maintenance Release" an aircraft. Additional individuals who are assigned this responsibility **MUST** be designated in writing.

Continued next page

CG-4377, Part III, Flight Data Blocks (Continued)

Flight Data Blocks Table

The table below details the information that is found in the Flight Data Blocks of the CG-4377, Part III. While reading this table, refer to the Flight Data Blocks example on the following page.

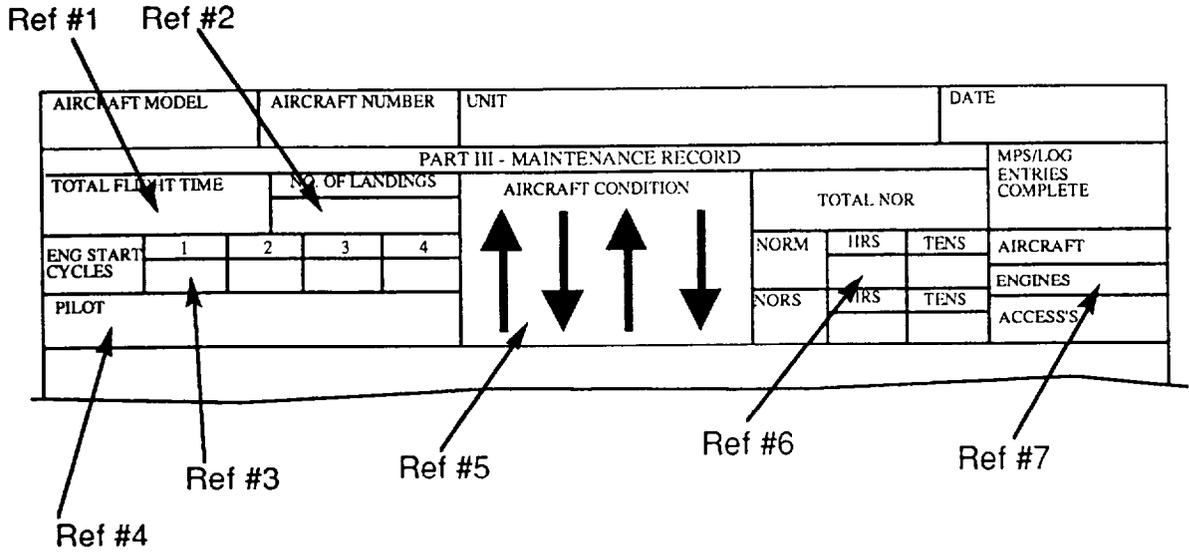
Ref #	Description	Entry Block for	Completed by
1	Total Flight Time	The total time of flight	Pilot, carbon-copied from CG-4377, Part II
2	No. of Landings	Total number of landings for the flight	Pilot
3	Eng. Start Cycle	Number of times each engine was started	Pilot
4	Pilot	Name of pilot	Pilot, carbon-copied from CG-4377, Part I
5	Aircraft Condition	Circling of arrow to reflect aircraft's current status	Pilot circles appropriate arrow from left to right. Maintenance releasing authority will X through a circled "down" arrow, circle the next "up" arrow, and initial as appropriate
6	Total NOR	This area should be left blank	
7	MPC/Log Entries Complete	Completion of MPC/Log entries	Log Yeoman

Continued next page

CG-4377, Part III, Flight Data Blocks (Continued)

Flight Data Blocks Example

This is an example of the Flight Data Blocks on the CG-4377, Part III.



CG-4377, Part III, Flight Discrepancy Blocks

Discrepancy Blocks

There are two types of discrepancies: nonflight generated and flight generated. Nonflight generated discrepancies recorded by maintenance personnel are logged on CG-4377B NO FLY form, which is covered later in this lesson. Nonflight generated discrepancies recorded by the pilot in command and all flight generated discrepancies are logged on CG-4377, Part III. The Flight Discrepancy blocks of the CG-4377, Part III, are contained on two separate pages. Each page can track up to four discrepancies. All blocks for the discrepancies are the same on both pages.

Delay of Corrective Maintenance Action

If corrective maintenance action is delayed for more than 24 hours, one of the following symbols must be entered in the asterisked box immediately preceding the corrective action block.

- CF (Carry Forward): designates discrepancies that are being delayed due to any reason except for unavailable parts.
- PP (Parts Pending): designates discrepancies that are being delayed due to unavailable parts.

Any time CF or PP is utilized, the discrepancy MUST be transferred to the CG-5181. If PP is used, a Document number* MUST be logged on the CG-5181 within 3 working days. All CF's and PP's MUST be initialled by the Engineering Officer or a designated representative prior to the aircraft being released for flight.

NOTE

Grounding discrepancies cannot be CF'd or PP'd.

Tool Control

For tool control purposes, each corrective action sign off must contain the identification number of the toolbox that was used during maintenance.

Due to the nature of flight operations, all tools must be inventoried prior to and after all maintenance has been performed. Only the person signing out a toolbox is to use it. If these procedures are followed and a tool is missing, management will know who had it last and where that individual was working.

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks, (Continued)

Flight Discrepancy Blocks Table

The table below details the information that is found on the Flight Discrepancy Blocks of the CG-4377, Part III. While reading this table refer to the Flight Discrepancy Blocks example on the facing page.

Ref #	Description	Entry Block for	Completed by the
1	X, if Grounded	X, if the discrepancy grounds the aircraft	Pilot at the completion of the flight
2	Time, Date	Time and date discrepancy is written up	Pilot for all discrepancies
3	Discrepancy	Discrepancy in concise, simple language that fully explains the problem	Pilot
4	NF	Check, if the discrepancy is not flight related	Pilot
5	Maintenance Release If Grounded	Maintenance release signature if required	Engineering Officer or a designated representative
6	+	CF or PP	Mechanic
7	Corrective Action	Description of all maintenance performed (include serial numbers of major components), all references used, and number of tool box that was used	Mechanic
8	Time, Date	Time and date that a non-grounding discrepancy is corrected	Mechanic
		Time and date that a grounding discrepancy is released for flight	Engineering officer or designated representative authorized to release an aircraft for flight
9	Mech signature and rate	Self explanatory	Mechanic
10	Man Hrs	Hours used to accomplish maintenance, or ACMS if an ACMS MPC was utilized	Mechanic, Hours and Tenths format used
11	QA Release	QA signature, if required	QA inspector, signed legibly

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks, (Continued)

Flight Discrepancy Blocks Example

This is an example of the Flight Discrepancy blocks on the CG-4377, Part III.

The diagram shows two identical flight discrepancy blocks. Each block is a table with the following structure:

1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED	TIME	DATE
DISCREPANCY			NF	+	CORRECTIVE ACTION	
					MECH SIGNATURE	
					RATE	MAN HRS
					QA RELEASE	
1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED	TIME	DATE
DISCREPANCY			NF	+	CORRECTIVE ACTION	
					MECH SIGNATURE	
					RATE	MAN HRS
					QA RELEASE	

Reference arrows point to the following fields:

- Ref #1: DISCREPANCY (top block)
- Ref #2: TIME (top block)
- Ref #3: DISCREPANCY (bottom block)
- Ref #4: DATE (top block)
- Ref #5: MAINTENANCE RELEASE IF GROUNDED (top block)
- Ref #6: CORRECTIVE ACTION (top block)
- Ref #7: CORRECTIVE ACTION (bottom block)
- Ref #8: MECH SIGNATURE (top block)
- Ref #9: CORRECTIVE ACTION (bottom block)
- Ref #10: DATE (top block)
- Ref #11: MECH SIGNATURE (bottom block)

CG-4377, Part III, Flight Discrepancy Blocks Practice

Directions

On the next six pages (including this one) you will be given three practice exercises. Each exercise consists of a scenario, procedure table, and a practice flight discrepancy.

You need to read each scenario carefully, follow the procedure table, and complete the practice flight discrepancy. Refer to the feedback, which follows the third exercise, and compare your completed flight discrepancies.

Practice Scenario #1

In August of 1994 you are stationed at Air Station North Bend. On the 14th your supervisor sends you out to repair the HH-65, tail number 6539.

The pilot from the early morning SAR case wrote up the following discrepancy:

- The #1 starter/generator would not come on line.
- Aircraft was grounded, with time and date filled in by the pilot.

Below are the actions and references that you must use to correct the discrepancy:

- After troubleshooting the aircraft for a half hour, it was determined that the starter/generator itself was inoperative.
- The starter/generator # 312B76 was removed and # 427C29 was installed. An operational check of the system was performed with no abnormal indications.
- ACMS MPC 8001.1 was utilized for removal/installation and for the operational check. This MPC was completed and submitted.
- It took 3.0 hours to perform the task and tool box #2 was used.

Follow the directions in the procedure table and complete the mechanic's portion of the Flight Discrepancy Blocks on the following page.

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks Practice (Continued)

Procedure Table #1 Follow this procedure table to complete Practice Flight Discrepancy Blocks #1.

Step	Action
1	Sign-off corrective action
2	Sign mech's signature
3	Enter rate
4	Write appropriate man-hour entry

Practice Flight Discrepancy Blocks #1.

Use the data from scenario #1 and follow the procedure table above to complete the Flight Discrepancy Blocks below.

1.	X IF GROUNDED	TIME 0325	DATE 7/14/94	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY			INF	+	CORRECTIVE ACTION	MECH SIGNATURE	
#1 Starter/Generator							
would not come on						RATE	MAN HRS
line.						QA RELEASE	

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks Practice (Continued)

Practice Scenario #2

You are stationed at Air Station Borinquen and on April 24, 1994 your supervisor sends you out to troubleshoot a discrepancy on aircraft tail number 6522, which is a HH-65.

After the morning training flight the pilot wrote up the following discrepancy:

- #2 Comm's radio was weak and barely readable.
- Time and date was filled in by the pilot.

Below are the actions and references that you will use to correct the discrepancy:

- After troubleshooting the discrepancy for a half hour, it was determined that the #2 comm's radio itself was the problem.
- The #2 comm's radio #CFD19856 was removed and #CFD26789 was installed. An operational check of system was performed with no abnormal indications.
- ACMS MPC card 23003.0 was utilized for removal/installation and for the operational check. This MPC was completed and submitted.
- At 1310 total man-hours to accomplish task was 1.7 hours. Tool box #4 was used.

Follow the directions in the procedure table and make the mechanic's required entries in the practice Flight Discrepancy blocks on the following page.

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks Practice (Continued)

Procedure Table #2

Follow this procedure table to complete Practice Flight Discrepancy Blocks #2.

Step	Action
1	Sign off corrective action
2	Enter time
3	Enter date
4	Sign mech's signature
5	Enter rate
6	Write appropriate man-hour entry

Practice Flight Discrepancy Blocks #2

Use the data from scenario #2 and follow the procedure table above to complete the Flight Discrepancy Blocks below.

1.	X IF GROUNDED	TIME 1100	DATE 4/24/94	MAINTENANCE RELEASE IF GROUNDED			TIME	DATE
DISCREPANCY #2 Comms radio weak and barely readable.			NF	+	CORRECTIVE ACTION		MECH SIGNATURE	
							RATE	MAN HRS
							QA RELEASE	

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks Practice (Continued)

Practice Scenario #3

On June 17, 1994, you are stationed at Air Station Corpus Christi. Your night supervisor sends you out to the HU-25A 2121 to troubleshoot a Remote Readout Unit (RRU) problem.

After the afternoon trainer the pilot wrote up that the pilot's RRU has several burned out segments.

After troubleshooting the problem for one hour, you determine that the pilot's RRU is bad. You discover that there is no replacement part in supply and inform your supervisor.

Follow the directions in the procedure table and make the mechanic's required entries in the practice Flight Discrepancy blocks on the following page.

Continued next page

CG-4377, Part III, Flight Discrepancy Blocks Practice (Continued)

Procedure Table #3

Follow this procedure table to complete Practice Flight Discrepancy Blocks #3.

Step	Action
1	Enter PP in the asterisked box (+)
2	The person authorizing this action (Engineering Officer or designated representative) will enter their initials in the Corrective Action Block.

Practice Flight Discrepancy Blocks #3

Use the data from scenario #3 and follow the procedure table above to complete the Flight Discrepancy Blocks below.

1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE
DISCREPANCY			NF	+	CORRECTIVE ACTION	MECH SIGNATURE	
Pilot's RRU has							
several segments burned out.							
						RATE	MAN HRS
						QA RELEASE	

CG-4377, Part III, Flight Discrepancy Blocks Feedback

Feedback

Compare your three Flight Discrepancy Blocks Practices to the feedback provided below. If you had trouble with these exercises, review the CG-4377, Part III, Flight Discrepancy Blocks section of this lesson beginning on page 2-55.

Scenario #1

1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED	TIME	DATE
	X	0325	7/14/94		1125	7/14/94
DISCREPANCY			INF	CORRECTIVE ACTION	MECH SIGNATURE	
#1 Starter/Generator would not come on line.				Removed Starter/Generator #312B76, replaced with RFI #427C29. Operational checks good IAW MPC #8001.1. Toolbox #2	Your Name	
					RATE	MAN HRS
					Rate	ACMS
					QA RELEASE	

Scenario #2

1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED	TIME	DATE
		1100	4/24/94		1310	4/24/94
DISCREPANCY			INF	CORRECTIVE ACTION	MECH SIGNATURE	
#2 Comms radio weak and barely readable.				Removed #2 Comms radio #CFD19856, installed #CFD26789. Operational checks good IAW MPC 23003.0. Toolbox #4	Your Name	
					RATE	MAN HRS
					Rate	ACMS
					QA RELEASE	

Scenario #3

1.	X IF GROUNDED	TIME	DATE	MAINTENANCE RELEASE IF GROUNDED	TIME	DATE
		1610	6/17/94			
DISCREPANCY			INF	CORRECTIVE ACTION	MECH SIGNATURE	
Pilot's RRU has several segments burned out.				PP EO's Initials		
					RATE	MAN HRS
					QA RELEASE	

Aircraft Servicing Blocks

Introduction

As discussed in the previous lesson, any oil or fluids that are added during the preflight are to be logged on the CG-4377, Part III. The next part of this lesson covers that subject.

Aircraft Servicing Data Blocks Table

The table below details the information that is found on the Aircraft Servicing Data blocks of the CG-4377. While reading this table refer to the example on the following page.

Ref #	Description	Entry Block/s for:	Remarks
1	Eng/Prop Oil Added	Additions to the #1 thru #4 engines and/or Props	Blocks can be used to log oil added to another component as well
2	Lube Oil Added	Additions to the MGB, IGB, and/or TGB	Blocks can be used to log oil added to another component as well
3	Hyd Fluid Added	Additions to the Pri, Aux, Util, and/or Boost systems	Blocks can be used to log fluids added to another component as well
4	Total A/C Time	Total aircraft flight time	Add the time of this flight to the Total A/C Time on the previous CG-4377 for the NEW TOTAL
5	Discrepancies Continued On Next Page	Checkmark if there is more than one page of discrepancies	Entered by pilot

Continued next page

Aircraft Servicing Blocks (Continued)

Aircraft Servicing Data Blocks Example

This is an example of the Aircraft Servicing Data Blocks on the CG-4377, Part III.

ENG/PROP OIL ADDED					LUBE OIL ADDED		HYD FLUID ADDED				TOTAL A/C TIME	
	1	2	3	4	MGB		PRI	AUX	UTIL	BOOST	PREVIOUS TOTAL	
ENG					IGB						TME THIS FLIGHT	
PROP					TGB						NEW TOTAL	

DISCREPANCIES CONTINUED ON NEXT SHEET

Ref #1 points to the first oil column (1).
 Ref #2 points to the IGB cell.
 Ref #3 points to the AUX cell.
 Ref #4 points to the TME THIS FLIGHT cell.
 Ref #5 points to the DISCREPANCIES CONTINUED ON NEXT SHEET checkbox.

Aircraft Servicing Blocks Practice

Directions

Use the data in the scenario below and follow the procedure table on the next page to complete the Practice Aircraft Servicing Data Blocks, which are also located on the next page.

Practice Scenario

You are stationed at Air Station Houston. Upon returning from the afternoon training flight you postflight HH-65A, tail number 6549.

During the postflight you added one quart of engine oil to the #1 engine, one quart to the #2 engine, one pint of lube oil to the MGB, and one pint of hydraulic fluid to the primary hydraulic system.

The previous aircraft hours were 2837.5, the flight time from this flight was 2.1 hours.

Continued next page

Aircraft Servicing Blocks Practice (Continued)

Procedure Table

Follow this procedure table to complete the Practice Aircraft Servicing Data Blocks below.

Step	Enter
1	Engine oil added
2	Lube oil added
3	Hydraulic fluid added
4	Total aircraft time.

Practice Aircraft Servicing Data Blocks

Use the data from the scenario on the preceding page to complete the Aircraft Servicing Data Blocks below.

ENG/PROP OIL ADDED					LUBE OL ADDED		HYD FLUID ADDED				TOTAL A/C TIME	
	1	2	3	4	MGB		PRI	AUX	UTIL	BOOST	PREVIOUS TOTAL	
ENG					IGB						TIME THIS FLIGHT	
PROP					TGB						NEW TOTAL	

DISCREPANCIES CONTINUED ON NEXT SHEET

Aircraft Servicing Blocks Feedback

Feedback

Compare your practice exercise with the feedback provided below. If you had trouble with this exercise, please review the Aircraft Servicing Blocks section of this assignment, beginning on page 2-66.

ENG/PROP OIL ADDED				LUBE OL ADDED		HYD FLUID ADDED				TOTAL A/C TIME		
	1	2	3	4	MGB	1 pt	PRI	AUX	UTIL	BOOST	PREVIOUS TOTAL	2837.5
ENG	1 qt.	1 qt.			IGB		1 pt				TME THIS FLIGHT	2.1
PROP					TGB							NEW TOTAL

DISCREPANCIES CONTINUED ON NEXT SHEET

CG-4377, Part III, Maintenance Record Practice

Directions

This practice exercise consists of the practice scenario below, the procedure tables on the next page, and the partially completed CG-4377, Part III, on page 2-75.

Read the scenario carefully, follow the procedure tables, and complete the required blocks on the CG-4377, Part III, to sign-off the discrepancies in accordance with the scenario. Make only the entries required to be completed by the mechanic.

Practice Scenario

You are stationed at ATC Mobile. The HH-60J, tail number 6024, just returned from a 2.4 hour SAR flight. Your shop is instructed to correct any discrepancies that were written up.

Checking the book you see that the pilot wrote up the following two discrepancies:

1. Pilot's attitude indicator OFF flag in view, worked fine otherwise. Time and date were filled in by the pilot.
2. The #2 Hyd RSVR LOW and BACKUP PUMP ON caution advisory lights came on inflight with no other abnormal indications. Aircraft was grounded with time and date filled in by the pilot.

The following is a detailed analysis of the maintenance performed by one mechanic on each of the discrepancies listed above.

1. Ran up indicator, OFF flag inoperative. All other functions checked normal IAW 1H-60HA-560-300. Replacement part unavailable from supply. Maintenance notified, and authorizes parts pending.
2. Having run-up the aircraft, found seal on #2 hydraulic pump to be nicked. Removed and replaced bad o-ring using 1H-H60CA-450-300 as reference. Serviced #2 hydraulic system with 1 qt. hydraulic fluid. Tool box #5 used. Ran up system, no leaks noticed. QA and maintenance release obtained at 1350 after 2.7 hours of maintenance.

Continued next page

CG-4377, Part III, Maintenance Record Practice (Continued)

Procedure Table #1

Follow this procedure table to enter the proper Corrective Action on the practice form (next page) for discrepancy #1.

Step	Action
1	Enter "PP" in the asterisked (+) box
2	Authorizing individual enters initials in the corrective action block

Procedure Table #2

Follow this procedure table to enter the proper Corrective Action on the practice form (next page) for discrepancy #2.

Step	Action
1	Sign-off corrective action
2	Sign mech's signature
3	Enter rate
4	Write appropriate man-hour entry

Continued next page

CG-4377, Part III, Maintenance Record Practice (Continued)

Practice Form

Use the data from the scenario on page 2-73 and follow the procedure tables on the preceding page to properly sign-off the discrepancies below.

AIRCRAFT MODEL HH-60J		AIRCRAFT NUMBER 6024		UNIT ATC Mobile			DATE 06/12/94			
PART III - MAINTENANCE RECORD							MPS/LOG ENTRIES COMPLETE			
TOTAL FLIGHT TIME 1.1		NO. OF LANDINGS 1		AIRCRAFT CONDITION 			TOTAL NOR			
ENG START CYCLES		1 1					NORM		HRS TENS	
PILOT Mac Duffy				NORS		HRS TENS		AIRCRAFT		
1. <input type="checkbox"/> IF GROUNDED				TIME 1015		DATE 6/12/94		MAINTENANCE RELEASE IF GROUNDED		
DISCREPANCY Pilot's ADI "OFF" flag in view. Worked fine otherwise.				NF +		CORRECTIVE ACTON		MECH SIGNATURE		
						RATE		MAN HRS		
						QA RELEASE				
2. <input checked="" type="checkbox"/> IF GROUNDED				TIME 1015		DATE 6/12/94		MAINTENANCE RELEASE IF GROUNDED		
DISCREPANCY #2 Hyd RSVR Low and BACKUP PUMP ON caution advisory lites came on. No other abnormal indications.				NF +		CORRECTIVE ACTON		MECH SIGNATURE		
						RATE		MAN HRS		
						QA RELEASE				
3. <input type="checkbox"/> IF GROUNDED				TIME		DATE		MAINTENANCE RELEASE IF GROUNDED		
DISCREPANCY				NF +		CORRECTIVE ACTON		MECH SIGNATURE		
						RATE		MAN HRS		
						QA RELEASE				
4. <input type="checkbox"/> IF GROUNDED				TIME		DATE		MAINTENANCE RELEASE IF GROUNDED		
DISCREPANCY				NF +		CORRECTIVE ACTON		MECH SIGNATURE		
						RATE		MAN HRS		
						QA RELEASE				
ENG/PROP OIL ADDED				LUBE OIL ADDED		HYD FLUID ADDED			TOTAL A/C TIME	
		1 2 3 4		MGB		PRI AUX UTIL BOOST			PREVIOUS TOTAL	137.2
ENG				IGB					TIME THIS FLIGHT	2.4
PROP				TGB					NEW TOTAL	139.6

DISCREPANCIES CONTINUED ON NEXT SHEET

CG-4377, Part III, Maintenance Record Feedback

Feedback

Compare your practice exercise with the feedback provided below. If you had trouble with this exercise, please review the appropriate section of this assignment beginning on page 2-55.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT				DATE			
HH-60J		6024		ATC Mobile				06/12/94			
PART III - MAINTENANCE RECORD											
TOTAL FLIGHT TIME		NO. OF LANDINGS						MPS/LOG ENTRIES COMPLETE			
1.1		1						TOTAL NOR		AIRCRAFT	
ENG START CYCLES		1	2	3	4	NORM	HRS	TENS	ENGINES		
PILOT		Mac Duffy		NORS		HRS	TENS	ACCESS'S			
1.	<input type="checkbox"/> X IF GROUNDED	TIME	1015	DATE	6/12/94	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY		NF		+		CORRECTIVE ACTON		MECH SIGNATURE			
Pilot's ADI "OFF" flag				PP		EO's Initials					
in view. Worked fine otherwise.								RATE	MAN HRS		
								QA RELEASE			
2.	<input checked="" type="checkbox"/> X IF GROUNDED	TIME	1015	DATE	6/12/94	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY		NF		+		CORRECTIVE ACTON		MECH SIGNATURE			
#2 Hyd RSVR Low and BACKUP PUMP ON						Removed and replaced #2 hydraulic pump o-ring.		Your Signature			
caution advisory lites came on. No other abnormal indications.						Operational check good IAW 1H-60CA-450-300, no leaks noted. Tool Box #5		RATE	MAN HRS		
								QA RELEASE			
3.	<input type="checkbox"/> X IF GROUNDED	TIME		DATE		MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY		NF		+		CORRECTIVE ACTON		MECH SIGNATURE			
								RATE	MAN HRS		
								QA RELEASE			
4.	<input type="checkbox"/> X IF GROUNDED	TIME		DATE		MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY		NF		+		CORRECTIVE ACTON		MECH SIGNATURE			
								RATE	MAN HRS		
								QA RELEASE			
ENG/PROP OIL ADDED				LUBE OIL ADDED		HYD FLUID ADDED				TOTAL AC TIME	
	1	2	3	4	MGB	PRI	AUX	UTIL	BOOST	PREVIOUS TOTAL	137.2
ENG					IGB		qt			TIME THIS FLIGHT	2.4
PROP					TGB					NEW TOTAL	139.6

CG-4377A, Flight Safety Maintenance Document

Introduction

The CG-4377A, Flight Safety Maintenance Document is a one part document, pink in color with a black cross-hatched border, used to track functional checks of aircraft systems.

Use of Form

The CG-4377A informs the pilot of maintenance performed that could affect the aircraft's flight characteristics. Also, the CG-4377A requires that the pilot be briefed by QA prior to a functional check.

Functional Check

A functional check determines if a system or component is correctly performing its intended function. The depth of maintenance performed on an aircraft prior to flight and its relevance toward flight safety determine the extent to which components are functionally checked prior to release for operations. Functional checks are divided into the following three groups:

- **Ground checks:** Visual inspection and functional checks performed on ground utilizing auxiliary power units, ground power (electrical or hydraulic) units, ground test equipment, the aircraft engines, or rotor engagement to provide system power.
 - **Flight Verification checks:** Airborne functional checks, conducted during an operational or training mission, for components or systems whose failure would neither adversely affect flight safety nor seriously affect mission accomplishment.
 - **Test Flights:** Airborne functional checks to establish if an airframe or equipment, when subjected to design environment, is operating properly. Generally, areas checked on test flights are equipment or systems whose failure would affect flight safety.
-

Continued next page

CG-4377A, Flight Safety Maintenance Document (Continued)

Data Blocks Table This table details the information found on the CG-4377A, Flight Safety Maintenance Document. While reading this table refer to the example on the facing page.

Ref #	Description	Entry Blocks for:	Entry Made by:
1	Aircraft Model	Entire model number of aircraft	Mechanic
2	Aircraft Number	Tail number of aircraft	Mechanic
3	Unit	Unit name	Mechanic
4	Date	Date that CG-4377A is completed	Mechanic
5	Description of Maintenance Performed	The description of maintenance performed. List references that the maintenance was performed IAW	Mechanic
6	Functional Checks Required	Type of check or checks required	Mechanic
7	Maintenance Data	Date and signature when maintenance was accomplished	Mechanic, in ink, legibly
8	Ground Check	Date and signature when ground check was accomplished	Mechanic, in ink, legibly
9	QA Inspection	Date and signature of QA check	QA, in ink, legibly
10	Maintenance Release	Date and signature of release authority	Maintenance release authority, in ink, legibly
11	Functional Check Flight	Signature of pilot at time of brief and at completion of check flight	Pilot, in ink, legibly

Continued next page

CG-4377A, Flight Safety Maintenance Document (Continued)

Example

This is an example of the data blocks on the CG-4377A, Flight Safety Maintenance Document.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE
FLIGHT SAFETY MAINTENANCE DOCUMENT			
Ref #1	DESCRIPTION OF MAINTENANCE		
Ref #2			
Ref #3			
Ref #4			
Ref #5			
Ref #6	DEPT. OF TRANSP. USCG-CG-4377A (4-84)		SN 7530-01-GF3-0970
FUNCTIONAL CHECKS REQUIRED			
Ref #7	<u>CHECK APPLICABLE BOX/BOXES</u>		
	<input type="checkbox"/> GROUND CHECK	<input type="checkbox"/> FLIGHT VERIFICATION	<input type="checkbox"/> TEST FLIGHT
Ref #8	MAINTENANCE DATA		
	I CERTIFY THAT THE MAINTENANCE HAS BEEN ACCOMPLISHED IN ACCORDANCE WITH THE APPLICABLE PUBLICATIONS:	DATE	SIGNATURE MECHANIC
Ref #9	GROUND CHECK		
	I CERTIFY THAT THE REQUIRED GROUND CHECKS HAVE BEEN COMPLETED IN ACCORDANCE WITH THE APPLICABLE PUBLICATIONS:	DATE	SIGNATURE MECHANIC
Ref #10	QA INSPECTION		
	I CERTIFY THAT THE MAINTENANCE DESCRIBED HAS BEEN DETERMINED ADEQUATE AND GROUND CHECKED:	DATE	SIGNATURE QUALITY ASSURANCE INSPECTOR
Ref #11	MAINTENANCE RELEASE		
	THIS AIRCRAFT IS RELEASED FOR FUNCTIONAL CHECKS AS INDICATED ABOVE:	DATE	SIGNATURE AUTHORIZED
FUNCTIONAL CHECK FLIGHT			
	I HAVE BEEN BRIEFED BY A QA INSPECTOR AND WILL CONDUCT THE REQUIRED CHECKS:	DATE	SIGNATURE PILOT IN COMMAND
	ALL FUNCTIONAL CHECKS HAVE BEEN SATISFACTORILY COMPLETED:	DATE	SIGNATURE PILOT IN COMMAND

CG-4377A, Flight Safety Maintenance Document Practice

Directions

In this exercise read the scenario carefully, follow the procedure table below, and complete the CG-4377A on the following page.

Practice Scenario

It is April 23, 1994, you are stationed at Air Station Savannah and have just finished maintenance on the HH-65A, tail number 6552.

You replaced the Main Rotor Head Lower Yellow Attach Beam, serial # 342BCN12, with an RFI beam, serial # 672DBA02. All QA inspections have been completed, ACMS MPC card #62021.0 has been signed off, and the aircraft has had a track and balance completed IAW MPC # 62002.5. After consulting with the maintenance chief, it has been decided that a ground check and a test flight are necessary. You complete the ground checks.

Procedure Table

Follow this procedure table to complete the CG-4377A on the following page.

Step	Enter the:
1	Aircraft model
2	Aircraft tail number
3	Unit name
4	Date
5	Description of maintenance
6	Mark the type of functional check required
7	Date and signature in maintenance data blocks
8	Date and signature in ground check data blocks

Continued next page

CG-4377A, Flight Safety Maintenance Document Practice (Continued)

Practice Form

Use the data from the scenario and follow the procedure table on the preceding page to complete this CG-4377A. If you have trouble refer to the feedback on the next page.

AIRCRAFT MODEL	AIRCRAFT NUMBER	UNIT	DATE
FLIGHT SAFETY MAINTENANCE DOCUMENT			
DESCRIPTION OF MAINTENANCE PERFORMED			
DEPT. OF TRANSP. USCG-CG-4377A (4-84)		SN 7530-01-GF3-0970	
FUNCTIONAL CHECKS REQUIRED			
CHECK APPLICABLE BOX/BOXES			
<input type="checkbox"/> GROUND CHECK <input type="checkbox"/> FLIGHT VERIFICATION <input type="checkbox"/> TEST FLIGHT			
MAINTENANCE DATA			
I CERTIFY THAT THE MAINTENANCE HAS BEEN ACCOMPLISHED IAW THE APPLICABLE PUBLICATIONS:	DATE	SIGNATURE	MECHANIC
GROUND CHECK			
I CERTIFY THAT THE REQUIRED GROUND CHECKS HAVE BEEN COMPLETED IAW THE APPLICABLE PUBLICATIONS:	DATE	SIGNATURE	MECHANIC
QA INSPECTION			
I CERTIFY THAT THE MAINTENANCE DESCRIBED HAS BEEN DETERMINED ADEQUATE AND GROUND CHECKED:	DATE	SIGNATURE	QUALITY ASSURANCE INSPECTOR
MAINTENANCE RELEASE			
THIS AIRCRAFT IS RELEASED FOR FUNCTIONAL CHECK AS INDICATED ABOVE :	DATE	SIGNATURE	AUTHORIZED REPRESENTATIVE
FUNCTIONAL CHECK FLIGHT			
I HAVE BEEN BRIEFED BY A QA INSPECTOR AND WILL CONDUCT THE REQUIRED CHECKS:	DATE	SIGNATURE	PILOT IN COMMAND
ALL FUNCTIONAL CHECKS HAVE BEEN SATISFACTORILY COMPLETED:	DATE	SIGNATURE	PILOT IN COMMAND

CG-4377A, Flight Safety Maintenance Document Feedback

Feedback

Compare your practice exercise with the feedback provided below. If you had trouble with this exercise, please review the CG-4377A, Flight Safety Maintenance Document section of this assignment beginning on page 2-75.

AIRCRAFT MODEL HH-65A	AIRCRAFT NUMBER 6552	UNIT CGAS Savannah	DATE 04/23/94
FLIGHT SAFETY MAINTENANCE DOCUMENT			
DESCRIPTION OF MAINTENANCE PERFORMED			
Replaced Yellow MRH Lower Attach Beam, serial number 342BCN12			
with an RFI beam, serial number 672DBA02 IAW MPC # 62021.0.			
Aircraft track and balance completed IAW MPC # 62002.5.			
DEPT. OF TRANSP. USCG-CG-4377A (4-84)		SN 7530-01-GF3-0970	
FUNCTIONAL CHECKS REQUIRED			
<u>CHECK APPLICABLE BOX/BOXES</u>			
<input checked="" type="checkbox"/> GROUND CHECK <input type="checkbox"/> FLIGHT VERIFICATION <input checked="" type="checkbox"/> TEST FLIGHT			
MAINTENANCE DATA			
I CERTIFY THAT THE MAINTENANCE HAS BEEN ACCOMPLISHED IAW THE APPLICABLE PUBLICATIONS:	DATE 04/23/94	SIGNATURE Your Signature	MECHANIC
GROUND CHECK			
I CERTIFY THAT THE REQUIRED GROUND CHECKS HAVE BEEN COMPLETED IAW THE APPLICABLE PUBLICATIONS:	DATE 04/23/94	SIGNATURE Your Signature	MECHANIC
QA INSPECTION			
I CERTIFY THAT THE MAINTENANCE DESCRIBED HAS BEEN DETERMINED ADEQUATE AND GROUND CHECKED:	DATE	SIGNATURE	QUALITY ASSURANCE INSPECTOR
MAINTENANCE RELEASE			
THIS AIRCRAFT IS RELEASED FOR FUNCTIONAL CHECK AS INDICATED ABOVE:	DATE	SIGNATURE	AUTHORIZED REPRESENTATIVE
FUNCTIONAL CHECK FLIGHT			
I HAVE BEEN BRIEFED BY A QA INSPECTOR AND WILL CONDUCT THE REQUIRED CHECKS:	DATE	SIGNATURE	PILOT IN COMMAND
ALL FUNCTIONAL CHECKS HAVE BEEN SATISFACTORILY COMPLETED:	DATE	SIGNATURE	PILOT IN COMMAND

CG-4377B, No Fly Form

Introduction

The CG-4377B is almost identical in appearance and function as the CG-4377, Part III, except for one major difference, the CG-4377B is used for Non-flight generated discrepancies only. The CG-4377B can be easily identified by the words, NO FLY in the upper-left corner.

Uses

The CG-4377B, No Fly Form is used to record discrepancies in the following situations:

- Non-flight generated discrepancies found by maintenance personnel
 - Carry Forward (CF) from the CG-5181 when they are completed
 - Parts Pending (PP) from the CG-5181 when they are completed
-

CG-4377B, No Fly Form

No Fly Form Blocks Table

The table below details the information found in the blocks that are unique to the CG-4377B. All blocks not discussed have the same function as the blocks on the CG-4377, Part III. While reading this table refer to the example on the following page.

Ref #	Description	Entry Block/s for:	Entered by:
1	NMCM*/NMCS*/ NMCB*	This area can be used to log total NMC* hours for each CG-4377B	Log Yeoman or Maintenance Control Supervisor
2	Eng Start/ Cycles	Engine cycles or starts that were accumulated on the ground during maintenance	Mechanic who ran the engines
3	Discrepancy	CF, PP or No Fly discrepancy. Name of mechanic is required by NAME:	Mechanic who wrote the discrepancy
4	Corrective Action	Corrective action taken and TOOLBOX number	Mechanic who performed the maintenance
5	Page_____	Page number of consecutive CG-4377B's	Mechanic starting new CG-4377B. Page number ends when a CG-4377, Part III, is filled out after a flight
6	Total A/C Time	Aircraft hours brought forward from previous CG-4377, Part III, or CG-4377B	Mechanic starting new CG-4377B

CG-4377B, No Fly Form (Continued)

Example CG-4377B This is an example of the CG-4377B, No Fly Form.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT		DATE			
NO FLY ENG START/ CYCLES				AIRCRAFT CONDITION ↑ ↓ ↑ ↓		HRS		MPS/LOG ENTRIES COMPLETE	
						NMCM			TENS
Ref #1				1		2			
Ref #2				3		4			
1. <input type="checkbox"/> IF GROUNDED		TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY				+ CORRECTIVE ACTION		MECH SIGNATURE			
Ref #3				Ref #4		RATE			
NAME:				TOOLBOX #					
2. <input type="checkbox"/> IF GROUNDED		TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY				+ CORRECTIVE ACTION		MECH SIGNATURE			
NAME:				TOOLBOX #					
3. <input type="checkbox"/> IF GROUNDED		TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY				+ CORRECTIVE ACTION		MECH SIGNATURE			
NAME:				TOOLBOX #					
4. <input type="checkbox"/> IF GROUNDED		TIME	DATE	MAINTENANCE RELEASE IF GROUNDED		TIME	DATE		
DISCREPANCY				+ CORRECTIVE ACTION		MECH SIGNATURE			
NAME:				TOOLBOX #					
ENG/PROP OIL ADDED				LUBE OIL ADDED		HYD FLUID ADDED		TOTAL A/C TIME	
	1	2	3	4	MGB	PRI	AUX	UTIL	BOOST
ENG					IGB				
PROP					TGB				TOTAL

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PAGE
Ref #5

Ref #6

CG-4377B, No Fly Form Practice

Directions

Use the Procedure Table and maintenance scenario below to complete the blank No Fly Form on the following page.

Practice Scenario

It is November 17, 1994 and you are stationed at Air Station Savannah. Your supervisor has you work on the HH-65A, 6555.

The maintenance performed involved working the #2 comms radio discrepancy off of the CG-5181. The original discrepancy read "radio weak, barely readable."

Serial # 376GV32 was removed, serial # 249SD02 was installed and operationally checked IAW ACMS MPC card 23003.0. Total hours for maintenance used to accomplish was 2.3 hours as of 1850. Toolbox #4 was used for the maintenance.

Opening the aircraft's log book to sign off the discrepancy you find CG-4377B, page 4 full and total aircraft time to be 1498.3 hrs.

Procedure Table

Follow this procedure table to complete the CG-4377B practice form on the next page.

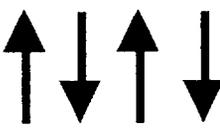
Step	Enter
1	Aircraft model
2	Aircraft tail number
3	Unit name
4	Date
5	A circle around aircraft condition
6	X if grounded, time and date discrepancy is being written up
7	Description of discrepancy and print name
8	Description of corrective action and toolbox #
9	Time, date, mech signature, rate, and manhours
10	Total aircraft time
11	Page number

Continued next page

CG-4377B, No Fly Form Practice (Continued)

Practice Form

Complete this blank CG-4377B by following the procedure table and entering the data from the scenario on the preceding page.

AIRCRAFT MODEL		AIRCRAFT NUMBER		UNIT				DATE													
NO FLY ENG START/ CYCLES <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>				1	2	3	4					AIRCRAFT CONDITION 				HRS		TENS		MPS/LOG ENTRIES COMPLETE	
				1	2	3	4														
NMCM								AIRCRAFT													
NMCS										ENGINES											
NMCB										ACCESS'S											
1.	X IF GROUNDED	TIME		DATE		MAINTENANCE RELEASE IF GROUNDED				TIME		DATE									
DISCREPANCY						+	CORRECTIVE ACTION						MECH SIGNATURE								
													RATE		MAN HRS						
													QA RELEASE								
NAME:							TOOL BOX #														
2.	X IF GROUNDED	TIME		DATE		MAINTENANCE RELEASE IF GROUNDED				TIME		DATE									
DISCREPANCY						+	CORRECTIVE ACTION						MECH SIGNATURE								
ENG/PROP OIL ADDED					LUBE OL ADDED			HYD FLUID ADDED				TOTAL A/C TIME									
	1	2	3	4	MGB				PRI	AUX	UTIL	BOOST									
ENG					IGB																
PROP					TGB								TOTAL								

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PAGE _____

CG-4377B, No Fly Form Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the No Fly Form section of this assignment beginning on page 2-81.

AIRCRAFT MODEL HH-65A		AIRCRAFT NUMBER 6555		UNIT CGAS Savannah				DATE 11/17/94									
NO FLY ENG START/ CYCLES <table border="1"> <tr><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td></td><td></td><td></td><td></td></tr> </table>				1	2	3	4					AIRCRAFT CONDITION 		HRS		TENS	
				1	2	3	4										
				MPCB		MPS/LOG ENTRIES COMPLETE											
NMCS		AIRCRAFT															
NMCM		ENGINES															
1		2		3		4		ACCESS'S									
1.		X IF GROUNDED		TIME 1630		DATE 11/17/94		MAINTENANCE RELEASE IF GROUNDED									
DISCREPANCY		+		CORRECTIVE ACTION		MECH SIGNATURE		TIME 1850									
From 5181.		-		Removed Comms radio S/N		Your Signature		DATE 11/17/94									
Comms radio weak and barely		376GV32, installed S/N 249SD02.		Operation checks good IAW		Rate		MAN HRS ACMS									
readable.		MPC #23003.0		QA RELEASE		TOOL BOX # 4		NAME: Your Name									
2.		X IF GROUNDED		TIME		DATE		MAINTENANCE RELEASE IF GROUNDED									
DISCREPANCY		+		CORRECTIVE ACTION		MECH SIGNATURE		TIME									
-		-		-		-		-									
ENG/PROP OIL ADDED				LUBE OIL ADDED		HYD FLUID ADDED				TOTAL A/C TIME							
	1	2	3	4	MGB		PRI	AUX	UTL	BOOST							
ENG					IGB												
PROP					TGB						TOTAL						
											1498.3						

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PAGE 5

CG-5181, Carry Forward Discrepancy Form

Introduction

The CG-5181, Carry Forward Discrepancy Form is used to log or track the following information:

- Carry Forward (CF) and Parts Pending (PP) discrepancies
- A limit to the operational use of the aircraft
- Special inspections and intervals
- Cannibalization entries

No discrepancy may be transferred to or from the CG-5181 without approval from the Engineering Officer or a designated representative.

Cannibalization

Cannibalization is removing parts from one aircraft and installing them on another. This is usually utilized to keep an aircraft in operational status. All cannibalization shall be authorized by the Engineering Officer or a designated representative and recorded on CG-5181. Also, a discrepancy shall be entered on CG-4377B for the aircraft component that was cannibalized. Certain components cannot be cannibalized. The NO CANNIBALIZATION items will be listed on the information MPC for each type of aircraft.

Special Inspections

Special inspections may be requirements by TCTO's or retorque of specific items due to maintenance accomplished on an item (e.g., Main Rotor Head bolts). Also, these inspections could reoccur at specific intervals for a prescribed time, for example, MRH bolts could require retorquing every 10 hours for the next 50 hours. Or in the case of a TCTO, a one-time inspection or maintenance that is due at a specific time, may be necessary but need not be done until that time. These items are tracked on the CG-5181.

Document Number

Every discrepancy that is PP must have a document number assigned within three working days. A document number is an eight-digit number corresponding to the year and day that any particular part is ordered. This number is issued by supply when the part is ordered from its source of supply.

Continued next page

Carry Forward Discrepancies Data Blocks

Carry Forward Discrepancies Blocks Table

The table below details the information found in the Carry Forward Discrepancy Blocks of the CG-5181. The example Carry Forward Discrepancy Blocks on the following page shows these blocks.

Ref #	Description	Entry Block for:	Remarks
1	A/C Model	Aircraft model number	
2	A/C Number	Aircraft tail number	
3	Symbol	Either CF or PP	
4	Discrepancy	Brief explanation of the discrepancy	
5	Doc. #	Part's document number	
6	Date Entered	Date the discrepancy is entered	
7	Date Complete	Date the discrepancy is being completed	
8	Transferred By	Individual who authorized entry	Completed by EO, or a designated representative
9	Completion Verified	Signature of mechanic completing discrepancy	

Continued next page

Carry Forward Discrepancies Data Blocks (Continued)

Example

This is an example of the data blocks found on the CG-5181.

DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD CG-5181 (REV. 3-81)		CARRY FORWARD DISCREPANCIES				A/C MODEL	A/C NUMBER
SYMBOL	DISCREPANCY	DOC # (PP ONLY)	DATE ENTERED	DATE COMP.	TRANSFERRED BY/	COMPLETION VERIFIED	
Ref #3	Ref #4	Ref #5	Ref #6	Ref #7	Ref #8	Ref #9	
CANNIBALIZATION RECORD (PP ENTRY REQUIRED ABOVE)							
DATE	PART REMOVED	INSTALLED ON A/C #		AUTHORIZED BY			
SPECIAL INSPECTIONS/SERVICES RECORD							
DESCRIPTION	FREQUENCY	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	

Carry Forward Discrepancies Practice

Directions

Read the practice scenario carefully and follow the procedure table below to complete the blank Carry Forward Discrepancies form on the following page.

Practice Scenario

The date is September 11, 1994 and you are stationed at Air Station Miami. An HU25A, tail number 2138, has an ICS bleed over discrepancy. After troubleshooting you determine the problem to be the copilots ICS box. There was no replacement in supply and Cdr. Johnson, the EO, authorized (PP) Parts Pending. Document # 4124-5647 was given to you by supply. Complete the Carry Forward Discrepancies portion of the CG-5181.

Procedure Table

Follow this procedure table to complete the blank Carry Forward Discrepancies form on the next page.

Step	Enter the:
1	Aircraft model
2	Aircraft tail number
3	Appropriate symbol
4	Discrepancy
5	Document number
6	Date entered
7	Transferred by information

Continued next page

CG-5181, Cannibalization Record

Cannibalization Record Data Blocks Table

The table below details the information found in the Cannibalization Record data blocks of the CG-5181. While reading this table refer to the example on the lower half of this page.

Ref #	Description	Entry block for:	Entered by:
1	Date	The date component was cannibalized	Mechanic performing cannibalization
2	Part Removed	The name of the item removed	
3	Installed on A/C #	The aircraft tail number on which the item is being installed	
4	Authorized By	Entry block for the name of person who authorized cannibalization	

Example

This is an example of the Cannibalization Record section of the CG-5181.

CANNIBALIZATION RECORD (PP ENTRY REQUIRED ABOVE)							
DATE	PART REMOVED	INSTALLED ON A/C #	AUTHORIZED BY				
Ref #1							
Ref #2							
Ref #3							
SPECIAL INSPECTIONS/SERVICES RECORD							
DESCRIPTION	FREQUENCY	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE
Ref #4							

CG-5181, Cannibalization Record Practice

Directions

In this practice you should read the scenario below carefully, follow the procedure table, and enter the appropriate data on the blank form at the bottom of this page.

Practice Scenario

The date is October 23, 1994, you are stationed at Air Station Savannah, and LCDR Smith has authorized you to cannibalize the HSVD Driver from the HH-65A, tail number 6522, and install it on the 6578.

Procedure Table

Follow this procedure table to enter the data on the practice form below.

Step	Enter
1	Date
2	Part removed
3	Installed on A/C #
4	Authorized by

Practice Form

Complete this form by following the procedure table and entering the data from the scenario above. If you have trouble refer to the feedback on the next page.

CANNIBALIZATION RECORD (PP ENTRY REQUIRED ABOVE)							
DATE	PART REMOVED	INSTALLED ON A/C #			AUTHORIZED BY		
SPECIAL INSPECTIONS/SERVICES RECORD							
DESCRIPTION		FREQUENCY	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE

CG-5181, Special Inspections/Services Record Practice

Directions

In this practice you should read the scenario below carefully, follow the procedure table, and enter the appropriate data on the blank Special Inspections/Services Record at the bottom of this page.

Practice Scenario

You are stationed at Air Station Elizabeth City. Your supervisor has you work on the HH-60J, 6045. You have removed and replaced the Main Rotor Head, all paperwork has been completed. Fill out the Special Inspections/Services Record Form for a retorque of the MRH bolts due every 10 hours for a maximum of 50 hours. At time of entry the aircraft had 289.4 hours total flight time.

Procedure Table

Follow this procedure table to enter the data on the practice form.

Step	Enter
1	Description of inspection/ service
2	Frequency
3	Next due

Practice Form

To complete this form follow the procedure table and enter the data from the scenario above. If you have trouble refer to the feedback on the next page.

SPECIAL INSPECTIONS/SERVICES RECORD						
DESCRIPTION	FREQUENCY	NEXT DUE				

CG-5181, Special Inspections/Services Record Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the CG-5181, Special Inspections/Services Record section of this assignment beginning on page 2-99.

SPECIAL INSPECTIONS/SERVICES RECORD						
DESCRIPTION	FREQUENCY	NEXT DUE				
Retorque MRH bolts	10 hrs for 50	299.4				
	hrs					

CG-5181 Practice

Directions

Now that you have practiced filling out each section of the CG-5181, the following scenario requires you to complete multiple sections of the form. Read the scenario carefully, determine which sections must be completed, follow the procedure table below, and enter the appropriate data on the blank CG-5181 on the next page. If you have trouble refer to the feedback provided on page 2-108.

Practice Scenario

The date is July 29, 1994 and you are stationed at Air Station Barbers Point. Your supervisor sends you out to cannibalize the # 4 tachometer from the HC-130H, tail number 1609, and install it on the 1613.

The Engineering Officer, CDR Jackson, authorized cannibalization. Supply ordered the replacement part for the 1609 and gave you Doc # 4208-4359.

Procedure Table

Follow this procedure table to complete the blank CG-5181 on the next page.

Step	Enter
1	Aircraft model
2	Aircraft tail number
3	Symbol
4	Discrepancy
5	Doc.#
6	Date entered
7	Transferred by
8	Date cannibalized
9	Part removed
10	Installed on aircraft number
11	Authorized by

Continued next page

CG-5181 Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the CG-5181 section of this assignment beginning on page 2-90.

DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD CG-5181 (REV. 3-81)		CARRY FORWARD DISCREPANCIES			A/C MODEL HC-130H	
					A/C NUMBER 1609	
SYMBOL	DISCREPANCY	DOC # (PP ONLY)	DATE ENTERED	DATE COMP.	TRANSFERRED BY/	COMPLETION VERIFIED
P/P	#4 tachometer removed	4208-4359	7/29/94		Your name	
/						
/						
/						
/						
/						
/						

CANNIBALIZATION RECORD (PP ENTRY REQUIRED ABOVE)						
DATE	PART REMOVED	INSTALLED ON A/C #	AUTHORIZED BY			
7/29/94	#4 tachometer removed	1613	CDR Jackson			
SPECIAL INSPECTIONS/SERVICES RECORD						
DESCRIPTION	FREQUENCY	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE	NEXT DUE

Maintenance Discrepancy Report

Introduction

The Maintenance Discrepancy Report (MDR) is an ACMS form used to locally track light corrosion and cosmetic discrepancies which have no effect on aircraft systems or flight safety. The MDR is to be retained at the unit for 12 months and then discarded. An example of the Maintenance Discrepancy Report is shown below.

U.S. COAST GUARD MAINTENANCE DISCREPANCY REPORT FOR OPERATING ACTIVITY USE DO NOT MAIL TO ACMS OPERATIONS CENTER			
AIRCRAFT MODEL	A/C NUMBER	OPERATING ACTIVITY	
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
REVIEWED BY: _____ (MAINTENANCE SUPERVISOR)			
REVIEWED for ASR: _____ (LOG YEOMAN)			

Continued next page

Maintenance Discrepancy Report (Continued)

MDR Data Blocks Table

This table details the information found in the blocks of the Maintenance Discrepancy Report. While reading this table refer to the example on the following page.

Ref #	Description	Enter	Remarks
1	Aircraft Model, A/C Number, Operating Activity	Aircraft model number, tail number, air station name	Filled out by individual starting form
2	Description	Name of mechanic, date, and a brief explanation of discrepancy	Printed by mechanic entering data
3	Action Taken	A full description of all maintenance performed and a list of references	Entered by mechanic completing the discrepancy
4	Corrected By	Name of mechanic correcting discrepancy	Print legibly
5	ACMS Code	Appropriate code if ACMS was used	If ACMS not used, enter "N/A"
6	MPC Submitted	Check appropriate block	
7	Date	Date completed	
8	QA	QA Inspector's signature (if applicable)	
9	Reviewed By	Maintenance supervisor's signature	Signed at completion of entire sheet
10	Reviewed for ASR*	Log yeoman's signature	Indicates that log yeoman has collected data for the Aircraft Statistics Report (ASR)

Continued next page

Maintenance Discrepancy Report (Continued)

MDR Data Blocks Example

This is an example of the Maintenance Discrepancy Report data blocks.

U.S. COAST GUARD MAINTENANCE DISCREPANCY REPORT			
FOR OPERATING ACTIVITY USE DO NOT MAIL TO ACMS OPERATIONS CENTER			
AIRCRAFT MODEL	A/C NUMBER	OPERATING ACTIVITY	
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
DESCRIPTION		ACTION TAKEN	CORRECTED BY
REPORTED BY	DATE		ACMS CODE
			MLII (IF ACMS IS N/A)
			MPC SUBMITTED?
			YES <input type="checkbox"/> NO <input type="checkbox"/>
			DATE
			QA
REVIEWED BY: _____ (MAINTENANCE SUPERVISOR)			
REVIEWED for ASR: _____ (LOG YEOMAN)			

Maintenance Discrepancy Report Practice

Directions

In this exercise read the scenario below carefully, follow the procedure table, and complete the Maintenance Discrepancy Report (MDR) on the following page. The MDR is partially filled out so your entries will consist of signing-off the discrepancies.

Practice Scenario

It is November 21, 1994 and you are stationed at Air Station Humboldt Bay. The HH-65A 6567 has come in for scheduled maintenance, and your supervisor has you fix some paint defects on the aircraft.

To repair the first discrepancy (two 3 inch flakes on radome) you prepared and painted the flaked areas.

To repair the second discrepancy (corrosion around left vertical fin mounting bolts) you removed the fins, removed the corrosion, painted the affected areas, and then reinstalled the fins.

The 1H-65A-3 was used as reference for both discrepancies, and a MPC 55003.0 was submitted for the second with a CMS code of 555017. A Quality Assurance check was obtained.

Procedure Table

Follow this procedure table to complete the MDR practice form on the next page.

Step	Enter
1	Action taken
2	Your name in Corrected By block
3	ACMS code
4	Check appropriate MPC Submitted block
5	MPC number
6	Date

Continued next page

Maintenance Discrepancy Report Practice (Continued)

Practice Form

Follow the procedure table and enter the data from the scenario on the preceding page to sign-off the two discrepancies on the MDR below. If you have trouble refer to the feedback on the next page.

U.S. COAST GUARD MAINTENANCE DISCREPANCY REPORT FOR OPERATING ACTIVITY USE DO NOT MAIL TO ACMS OPERATIONS CENTER				
AIRCRAFT MODEL HH-65A	A/C NUMBER 6567	OPERATING ACTIVITY CGAS Humboldt Bay		
DESCRIPTION		ACTION TAKEN		CORRECTED BY
REPORTED BY PO Jones	DATE 1/1/94			ACMS CODE
Two 3inch flakes on radome				MLH (IF ACMS IS N/A)
				MPC SUBMITTED?
				YES <input type="checkbox"/> NO <input type="checkbox"/>
				DATE
				QA
DESCRIPTION		ACTION TAKEN		CORRECTED BY
REPORTED BY PO Jones	DATE 1/1/94			ACMS CODE
corrosion around left vertical fin mounting bolts				MLH (IF ACMS IS N/A)
				MPC SUBMITTED?
				YES <input type="checkbox"/> NO <input type="checkbox"/>
				DATE
				QA
REVIEWED BY: _____ (MAINTENANCE SUPERVISOR)				
REVIEWED for ASR: _____ (LOG YEOMAN)				

Maintenance Discrepancy Report Feedback

Feedback

Compare your practice form with the feedback provided below. The second discrepancy requires a QA inspection, but this exercise illustrates only the entries that you are required to make. If you had trouble with this exercise, please review the Maintenance Discrepancy Report section of this lesson beginning on page 2-107.

U.S. COAST GUARD MAINTENANCE DISCREPANCY REPORT FOR OPERATING ACTIVITY USE DO NOT MAIL TO ACMS OPERATIONS CENTER				
AIRCRAFT MODEL HH-65A	A/C NUMBER 6567	OPERATING ACTIVITY CGAS Humboldt Bay		
DESCRIPTION		ACTION TAKEN		CORRECTED BY
REPORTED BY PO Jones	DATE 1/1/94	Painted flakes on radome IAW 1H-65A-3		ACMS CODE N/A
Two 3inch flakes on radome				MLH (IF ACMS IS N/A)
				MPC SUBMITTED?
				YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
				DATE 11/21/94 QA
DESCRIPTION		ACTION TAKEN		CORRECTED BY
REPORTED BY PO Jones	DATE 1/1/94	Removed fins. Removed Corrosion around mounting bolts IAW 1H-65A-3 Rein- stalled Fins		ACMS CODE 555017
corrosion around left vertical fin mounting bolts				MLH (IF ACMS IS N/A)
				MPC SUBMITTED?
				YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
				DATE 11/21/94 QA

REVIEWED BY: _____
(MAINTENANCE SUPERVISOR)

REVIEWED for ASR: _____
(LOG YEOMAN)

CG-4010, Unsatisfactory Report of Aeronautical Equipment

Introduction

The Unsatisfactory Report of Aeronautical Equipment (UR) is used to communicate information concerning failures of aeronautical equipment associated with flight; including mission equipment, GSE, and tools. Unsatisfactory Reports shall be submitted for items that are under warranty or are contract maintained. Therefore, they must be as concise as possible and maintained by the air station for one year, due to possible contractual disputes.

Purpose

The UR has two purposes, to provide information which will be of value to management personnel in identifying a fleet-wide problem and to track specific unit submissions, evaluate the performance of the component repair/overhaul facilities, and generate Quality Deficiency Reports (QDR).

Disposition

Unsatisfactory Reports are submitted by Aircraft Repair & Supply Center (ARSC), all aviation units, and all flight deck equipped cutters. All UR's will be sent with the shipping documents for the returned equipment.

Numbering

Unsatisfactory Report numbers are assigned by QA consecutively starting at the beginning of each calendar year. For example 94-02 is the second UR prepared at the unit in 1994. The last block contains "F" for fixed wing or "R" for rotary wing. Unsatisfactory Report numbers are NOT duplicated.

Continued next page

CG-4010, Unsatisfactory Report of Aeronautical Equipment (Continued)

Example

This is an example of the CG-4010, Unsatisfactory Report of Aeronautical Equipment.

DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD CG 4010 (REV. 4-93)		UNSATISFACTORY REPORT OF AERONAUTICAL EQUIPMENT				REPORTS CONTROL SYMBOL G-EAE-3006	
REPORTING ACTIVITY							
REPORTING ACTIVITY				MAILING ADDRESS			
IDENTIFICATION OF UNSATISFACTORY ITEM							
REPORT NUMBER	OPFAC	AIRCRAFT MODEL	AIRCRAFT NUMBER	NAME OF UNSATISFACTORY ITEM			
Y	R						
PART NUMBER			SERIAL NUMBER		STOCK NUMBER		
CONTRACT/PURCHASE ORDER NUMBER		ATA CODE	MANUFACTURER				
HOURS SINCE NEW	NEW DATE	OVERHAUL/REPAIR ACTIVITY	HOURS SINCE OVERHAUL	OVERHAUL DATE	HOURS SINCE REPAIR	REPAIRED DATE	EXHIB DISP
DETAILS (Description, Cause, Action Taken, Recommendation)							
SIGNATURE/PHONE NUMBER OF INVESTIGATOR			DATE OF FAILURE		SIGNATURE OF COMMANDING OFFICER		

PREVIOUS EDITIONS OBSOLETE

7530-00-F01-5570

CG-4010, Unsatisfactory Report Blocks

Introduction

Most data blocks on the CG-4010 are self-explanatory. However the following blocks and the required information are described in more detail:

- Part number
 - Stock number
 - ATA Code
 - Repair/Overhaul
-

Part Numbers

All aeronautical equipment is broken down into individual parts. Each part is assigned and identified by an alphanumeric number.

Sometimes part numbers are located on the part but can always be located in the aircraft's Illustrated Parts Catalog (IPC). This catalog is a publication that lists all parts and numbers for items installed on the aircraft.

Stock Numbers

Sometimes different parts are assigned the same part numbers by different manufacturers. So therefore in order to provide a positive identification of an individual item among manufacturers, supply inventory managers, and end users, each supply item is assigned a unique 13 digit National Stock Number (NSN).

After identifying an items part number, the NSN for that item is found in the CG-298 or FEDLOG. The CG-298 is a Coast Guard publication listing many parts used by Coast Guard aviation units. The CG-298 and the FEDLOG are discussed in the Supply Chapter of this pamphlet

Continued next page

CG-4010, Unsatisfactory Report Blocks (Continued)

ATA Code

The Airline Transport Association of America (ATA) Specification 100 provides a standard for the presentation of manufacturers technical data for aircraft, engines, and components. It establishes policy and standards applicable to the commercial manuals received by the Coast Guard for the HU-25 and the HH-65 aircraft. This specification is also used for numbering ACMS publication chapters for all Coast Guard aircraft.

On the CG-4010, the block labeled "ATA code" is used to enter the unique number code which helps the Coast Guard identify the failed or unsatisfactory item.

The ATA code numbers are shown in the Illustrated Parts Catalog for the HU-25 and HH-65. All other aircraft ATA code numbers are in the ACMS.

Repair/Overhaul

The last line of data blocks, beginning with "Hours Since New" through "Repaired Date" (Reference # 14-20 on page 2-120) is where accumulated time on a component is reported.

Components serial tracked by ACMS will have the terms, Time Since New (TSN), Times Since Repair (TSR), and Time Since Overhaul (TSO) information on its Significant Component History Report (SCHR). Also TSNs, TSRs, and TSOs are found on component labels. This information is used to determine component service life before repair/overhaul. This information is important when dealing with components that have critical life expectancy and is useful in determining if a repair/overhaul facility is doing quality work .

Continued next page

CG-4010, Unsatisfactory Report Blocks (Continued)

Unsatisfactory Report Data Blocks Table

This table details the information found in the Unsatisfactory Report (UR) data blocks. Those reference numbers with an asterisk (*) are required entries. While reading this table refer to the example UR on the following page.

Ref #	Description	Enter	Remarks
*1	Report Number	Number of report	Filled in by QA. Numbers are consecutive beginning at start of calendar year
*2	Reporting Activity	Air station name	
*3	OPFAC	Unit OPFAC number	Filled in by QA
*4	Aircraft Model	Entire aircraft model number	
*5	Aircraft Number	Aircraft tail number	
6	Mailing Address	Air Station address	
*7	Serial Number	Serial number of item	As it appears on item
*8	Name of Unsatisfactory Item	Name of item	Use name given in parts catalog. Abbreviate if necessary
*9	Stock Number	Stock number of item	May or may not be on item
*10	Part Number	Part number of item	As it appears on item
11	Contract/Purchase Order Number	Contract number (if applicable)	
12	ATA Code	ATA code number	
*13	Manufacturer	Manufacturer of item	

Continued next page

CG-4010, Unsatisfactory Report Blocks (Continued)

Unsatisfactory Report Data Blocks Example This is an example of the CG-4010, Unsatisfactory Report of Aeronautical Equipment.

Ref #1	Ref #2	Ref #3	Ref #4	Ref #5	Ref #6	Ref #7	Ref #8	Ref #9	
DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD CG-4010 (REV. 4-93)		UNSATISFACTORY REPORT OF AERONAUTICAL EQUIPMENT					REPORTS CONTROL SYMBOL G-EAE-3006		
REPORTING ACTIVITY			MAILING ADDRESS						
IDENTIFICATION OF UNSATISFACTORY ITEM									
REPORT NUMBER	OPFAC	AIRCRAFT MODEL	AIRCRAFT NUMBER	NAME OF UNSATISFACTORY ITEM					
Y	R								
PART NUMBER				SERIAL NUMBER			STOCK NUMBER		
CONTRACT/PURCHASE ORDER NUMBER			ATA CODE		MANUFACTURER				
HOURS SINCE NEW	NEW DATE	OVERHAUL/REPAIR ACTIVITY	HOURS SINCE OVERHAUL	OVERHAUL DATE	HOURS SINCE REPAIR	REPAIRED DATE	EXHIB DISP		
DETAILS (Description, Cause, Action Taken, Recommendation)									
Ref #11		Ref #10			Ref #12		Ref #13		
SIGNATURE/PHONE NUMBER OF INVESTIGATOR			DATE OF FAILURE			SIGNATURE OF COMMANDING OFFICER			

Continued next page

CG-4010, Unsatisfactory Report Blocks (Continued)

Unsatisfactory Report Data Blocks Table (Continued)

This table details the information in the blocks in the Unsatisfactory Report on the following page. Those reference numbers with an asterisk (*) are required entries.

Ref #	Description	Enter	Remarks
14	Hours Since New	Time since item was new	Filled in if information is available
15	New Date	Manufacture date	
16	Overhaul/Repair Activity	Last overhaul/repair facility	
17	Hours Since Overhaul	Hours since item was overhauled	
18	Overhaul Date	Date item was last overhauled	
19	Hours Since Repaired	Hours since item was last repaired	
20	Repaired Date	Date item was last repaired	
21	Exhib Disp	Report of action taken	
*22	Details	References, Description, Cause, Action Taken, Recommendations, Response and Distribution	References, Description, Cause and Action Taken are required entries
*23	Signature/Phone Number of Investigator	Signature and phone number of investigator	
*24	Date of Failure	Date of failure	
*25	Signature of Commanding Officer (CO)	CO's signature	By Direction may be authorized to EO

Continued next page

CG-4010, Unsatisfactory Report Blocks (Continued)

Unsatisfactory Report Data Blocks Example

This is an example of the CG-4010, Unsatisfactory Report of Aeronautical Equipment.

DEPARTMENT OF TRANSPORTATION U.S. COAST GUARD CG 4010 (REV. 4-93)		UNSATISFACTORY REPORT OF AERONAUTICAL EQUIPMENT				REPORTS CONTROL SYMBOL G-EAE-3006	
REPORTING ACTIVITY							
REPORTING ACTIVITY				MAILING ADDRESS			
IDENTIFICATION OF UNSATISFACTORY ITEM							
REPORT NUMBER	OPFAC	AIRCRAFT MODEL	AIRCRAFT NUMBER	NAME OF UNSATISFACTORY ITEM			
Y R							
PART NUMBER		SERIAL NUMBER		STOCK NUMBER			
CONTRACT/PURCHASE ORDER NUMBER		ATA CODE	MANUFACTURER				
HOURS SINCE NEW	NEW DATE	OVERHAUL/REPAIR ACTIVITY	HOURS SINCE OVERHAUL	OVERHAUL DATE	HOURS SINCE REPAIR	REPAIRED DATE	EXHIB DISP
DETAILS (Description, Cause, Action Taken, Recommendation)							
Ref #14		Ref #15	Ref #16	Ref #17	Ref #18	Ref #19	Ref #20
Ref #21		Ref #22		Ref #23		Ref #24	Ref #25
SIGNATURE/PHONE NUMBER OF INVESTIGATOR			DATE OF FAILURE		SIGNATURE OF COMMANDING OFFICER		

CG-4010, Unsatisfactory Report Practice

Directions

In this practice exercise read the below scenario carefully, follow the procedure table on the next page, and complete the CG-4010 practice form on page 2-125.

Practice Scenario

It is October 23, 1994 and you are stationed at Air Station Detroit. Your supervisor sends you out to work on the HH-65A, 6582.

The 6582 had a jammed servo. After troubleshooting, it was found that the fore/aft servo was defective. The servo was replaced with an operational unit and checked IAW ACMS MPC #67003.0.

The defective servo information is:

- Servo part number - SC3081-1
- National stock number - 5382-02-235-4891
- Serial number - 23BA398
- Contract number - CG-402EJ-654
- ATA Code - 673010
- Manufacturer - General Electric

The reference used throughout the entire procedure was CGTO 1H-65A-11-673905. After examining the servo seal, it was found that the seal was installed incorrectly. The servo was tagged as defective and pending shipment for repair.

Continued next page

CG-4010, Unsatisfactory Report Practice (Continued)

Procedure Table

Follow this procedure table to complete the practice form on page 2-125.

Step	Enter
1	Unit name
2	Unit mailing address
3	Aircraft model
4	Aircraft tail number
5	Name of unsatisfactory item
6	Part number
7	Serial number
8	Stock number
9	Contract/purchase order number
10	ATA code
11	Name of manufacturer
12	Details
13	Signature and phone number
14	Date of failure

Continued next page

CG-4010, Unsatisfactory Report Practice (Continued)

Practice Form

Use the data from the scenario on page 2-122, follow the procedure table on page 2-123, and complete the UR form below. If you have trouble completing the form refer to the feedback on the next page.

U. S. DOT U.S. COAST GUARD CG 4010 (REV. 4-93)		UNSATISFACTORY REPORT OF AERONAUTICAL EQUIPMENT				REPORTS CONTROL SYMBOL G-EAE-3006	
REPORTING ACTIVITY							
REPORTING ACTIVITY				MAILING ADDRESS			
IDENTIFICATION OF UNSATISFACTORY ITEM							
REPORT NUMBER	OPFAC	AIRCRAFT MODEL	AIRCRAFT NUMBER	NAME OF UNSATISFACTORY ITEM			
Y	R						
PART NUMBER			SERIAL NUMBER		STOCK NUMBER		
CONTRACT/PURCHASE ORDER NUMBER		ATA CODE	MANUFACTURER				
HOURS SINCE NEW	NEW DATE	OVERHAUL/REPAIR ACTIVITY	HOURS SINCE OVERHAUL	OVERHAUL DATE	HOURS SINCE REPAIR	REPAIRED DATE	EXHIB DISP
DETAILS (Description, Cause, Action Taken, Recommendation)							
SIGNATURE/PHONE NUMBER OF INVESTIGATOR			DATE OF FAILURE		SIGNATURE OF COMMANDING		

PREVIOUS EDITIONS OBSOLETE

7530-00-F01-5570

CG-4010, Unsatisfactory Report Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the CG-4010, Unsatisfactory Report section of this lesson beginning on page 2-113.

U. S. DOT U. S. COAST GUARD CG 4010 (REV. 4-93)		UNSATISFACTORY REPORT OF AERONAUTICAL EQUIPMENT				REPORTS CONTROL SYMBOL G-EAE-3006	
REPORTING ACTIVITY							
REPORTING ACTIVITY CGAS Detroit				MAILING ADDRESS CGAS Detroit Detroit Mi.			
IDENTIFICATION OF USATISFACTORY ITEM							
REPORT NUMBER	OPFAC	AIRCRAFT MODEL	AIRCRAFT NUMBER	NAME OF UNSATISFACTORY ITEM			
Y	R	H H 6 5 A 6 5 8 2 F o r / A f t S e r v i c e					
PART NUMBER			SERIAL NUMBER	STOCK NUMBER			
S	C	3	0	8	1	-	1
CONTRACT/PURCHASE ORDER NUMBER		ATA CODE	MANUFACTURER				
CG - 4 0 2 E J -		6	5	4	6	7	3
HOURS SINCE NEW		NEW DATE	OVERHAUL/REPAIR ACTIVITY	HOURS SINCE OVERHAUL	OVERHAUL DATE	HOURS SINCE REPAIR	REPAIRED DATE
EXHIB DISP							
DETAILS (Description, Cause, Action Taken, Recommendation)							
SIGNATURE/PHONE NUMBER OF INVESTIGATOR			DATE OF FAILURE	SIGNATURE OF COMMANDING OFFICER			
Your Signature & Phone Number			10/23/94				

PREVIOUS EDITIONS OBSOLETE

7530-00-F01-5570

CG-1577-A, Unsatisfactory Report Tag

Introduction

The Unsatisfactory Report (UR) Tag is a 3 x 6 red, white, and blue card which accompanies a failed item to ARSC. Two UR Tags are to be completed and kept with the failed equipment.

Purpose

The UR Tag is used to easily identify an item that is being shipped to or received by ARSC that has an accompanying UR. This helps facilitate processing of the failed item, and ensures replacement of the part.

Disposition

One CG-1577-A, UR Tag, is attached to the equipment (twine or string only) and the other affixed to the shipping container in a conspicuous location.

Example

This is an example of the CG-1577-A, Unsatisfactory Report Tag.

The diagram shows a rectangular form with a decorative border. The form is divided into several sections. On the left side, there is a vertical instruction: "ATTACH THIS TAG TO ANY MATERIAL REQUIRING A UR REPORT. MATERIAL TO BE SENT TO AR&SC". On the right side, there is a vertical label: "UR TAG AR&SC ENGINEERING". The main body of the form contains the following fields:

- Ref #1:** Points to the top-left corner of the form.
- Ref #2:** Points to the "ESN, PART NO. AND ITEM DESCRIPTION" field.
- Ref #3:** Points to the "SERIAL NO./LOT No." field.
- Ref #7:** Points to the "UNSATISFACTORY REPORT TAG" header.
- Ref #9:** Points to the "REASON FOR RETURNING MATERIAL" field.
- Ref #8:** Points to the "UR NO." field.
- Ref #6:** Points to the "UR WITH MATERIAL" field.
- Ref #4:** Points to the "CONTRACT OR PURCHASE ORDER NO." field.
- Ref #5:** Points to the "ATTENTION: UPON RECEIPT OF MATERIAL, NOTIFY AR&SC ENGINEERING QUALITY ASSURANCE SUPPLY" section.
- Ref #10:** Points to the "INSPECTOR'S NAME OR STAMP AND DATE" field.
- Ref #11:** Points to the bottom-right corner of the form.

At the bottom of the form, it reads: "DEPT. OF TRANSP. USCG CG-1577-A (11-90)".

Continued next page

CG-1577-A, Unsatisfactory Report Tag (Continued)

Unsatisfactory Report Tag Blocks Table

This table details the information found in the blocks of the CG-1577-A. The example CG-1577-A on the facing page shows these blocks.

Ref #	Description	Enter	Remarks
1	FSN, Part Number and Item Description	Item, NSN Part Number and Item Description	FSN and NSN are the same, item description is the name of ite
2	Serial No./ Lot No.	Serial number of item	
3	Unit of Issue	Item's unit of issue	
4	Contract or Purchase Order No.	Contract number	If available
5	Quantity	Quantity of item/s	
6	UR with Material	Verification that UR was sent	
7	Inspection Activity	Name of unit	
8	UR No.	Number of the UR being sent with part	
9	Reason for Returning Material	Brief reason as to why item is being shipped back	Back of tag can also be utilized
10	Removed From	Model and tail number of aircraft item was removed from	
11	Inspectors Name or Stamp and Date	Mechanics name and the date	

Unsatisfactory Report Tag Practice

Directions

In this practice exercise read the scenario below carefully and follow the procedure table on the next page to complete the UR Tag practice form.

Practice Scenario

It is October 23, 1994 and you are stationed at Air Station Detroit. A CG-1577-A needs to be completed on the fore/aft servo that was removed from the HH-65A 6582 in the previous exercise.

The following information is to be used:

- Servo part number, SC3081-1
 - National stock number, 5382-02-235-4891
 - Serial number, 23BA398
 - Contract number, CG-402EJ-654
 - UR number, 94-02R
-

Continued next page

Unsatisfactory Report Tag Practice (Continued)

Procedure Table

Follow this procedure table to complete the practice form below.

Step	Enter
1	FSN, part number and item description
2	Serial number
3	Unit of issue
4	Contract/purchase order number
5	Quantity
6	Check that UR was/was not sent with material
7	Unit name
8	Reason for returning material
9	Tail number of aircraft part removed from
10	Inspectors name and date

Practice Form

Use the data from the practice scenario on the preceding page and follow the procedure table above to complete this Unsatisfactory Report Tag. If you have trouble completing the form refer to the feedback on the next page.

ATTACH THIS TAG TO ANY MATERIAL REQUIRING A UR REPORT. MATERIAL TO BE SENT TO AR&SC	FSN, PART NO. AND ITEM DESCRIPTION		UNSATISFACTORY REPORT TAG		
			INSPECTION ACTIVITY	UR NO.	
			REASON FOR RETURNING MATERIAL		
	SERIAL No./LOT No.		UNIT OF ISSUE	REMOVED FROM	
	CONTRACT OR PURCHASE ORDER NO.		QUANTITY	INSPECTOR'S NAME OR STAMP AND DATE	
	UR WITH MATERIAL	YES	ATTENTION: UPON RECEIPT OF MATERIAL. NOTIFY AR&SC ENGINEERING QUALITY ASSURANCE SUPPLY		
	UR TO FOLLOW	YES			
DEPT. OF TRANSP. USCG CG-1577-A (11-90)					
UR TAG AR&SC ENGINEERING					

Unsatisfactory Report Tag Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the CG-1577-A Unsatisfactory Report Tag section of this lesson beginning on page 2-128.

ATTACH THIS TAG TO ANY MATERIAL REQUIRING A UR REPORT. MATERIAL TO BE SENT TO AR&SC	FSN,PART NO. AND ITEM DESCRIPTION NSN 5382--02-235-4891 P/N SC3081-1 Fore/Aft Servo		UNSATISFACTORY REPORT TAG	
	SERIAL No./LOT No. 23BA398		INSPECTION ACTIVITY CGAS Detroit	UR NO. 94-02R
	CONTRACT OR PURCHASE ORDER NO. CG-402EJ-654		REASON FOR RETURNING MATERIAL	
	UR WITH MATERIAL		Seal installed Incorrectly.	
	UR TO FOLLOW		Beyond unit repair.	
	QUANTITY 01		REMOVED FROM HH-65A 6582	
	INSPECTOR'S NAME OR STAMP AND DATE Your Name and Date		ATTENTION: UPON RECEIPT OF MATERIAL. NOTIFY AR&SC ENGINEERING QUALITY ASSURANCE SUPPLY	
	X ^S			
	YES			
	DEPT. OF TRANSP. USCG CG-1577-A (11-90)			

UR TAG AR&SC ENGINEERING

DD Form 1577-2, Unserviceable (Repairable) Tag-Material

Introduction

The Unserviceable (Repairable) Tag is a 3 x 6 green card that is sent to ARSC with every item that is in repairable condition. This tag is commonly called a 265 Tag or a Non-RFI Tag. Two of these tags are to be completed and kept with the equipment.

Purpose

The repairable tag is used to identify an item that is in a repairable condition and is being shipped to or received by ARSC.

Disposition

One DD Form 1577-2 Unserviceable (Repairable) Tag-Material is attached to the equipment with twine or string only; the other is affixed to the shipping container in a conspicuous location.

Condition Code

Condition codes* are alphabetical letters used to represent the operational status of any item in the national stock system. The Comptroller's Manual and the Supply Policy & Procedures Manual gives the entire list and explanation of the codes.

Example

This is an example of the DD Form 1577-2, Unserviceable (Repairable) Tag-Material.

The diagram shows the layout of the DD Form 1577-2 with reference arrows pointing to specific fields:

- Ref #1** points to the **FSN PART NO. AND ITEM DESCRIPTION** field.
- Ref #2** points to the **SERIAL No./LO No.** field.
- Ref #3** points to the **UNIT OF ISSUE** field.
- Ref #4** points to the **CONTRACT OR PURCHASE ORDER NO.** field.
- Ref #5** points to the **QUANTITY** field.
- Ref #6** points to the **REMARKS** field.
- Ref #7** points to the **UNSERVICABLE (REPARABLE) TAG-MATERIAL** header.
- Ref #8** points to the **CONDITION CODE** field.
- Ref #9** points to the **REASON FOR REPARABLE CONDITION** field.
- Ref #10** points to the **REMOVED FROM** field.
- Ref #11** points to the **INSPECTOR'S NAME OR STAMP AND DATE** field.

Additional text on the form includes a warning on the left: "WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)" and a vertical label on the right: "DD FORM 1577-2, OCT 66 S/N 0102, LF-016-0700".

DD Form 1577-2, Unserviceable (Repairable) Tag-Material (Continued)

Unserviceable Tag-Material Blocks Table

The table below details the information found in the blocks of the DD Form 1577-2. The example DD Form 1577-2 on the facing page show these blocks.

Ref #	Description	Enter	Remarks
1	FSN, Part Number and Item Description	Item, NSN Part Number and Item Description	FSN and NSN are the same, item description is the name of item
2	Serial No./ Lot No.	Serial number of item	
3	Unit of Issue	Items unit of issue	
4	Contract or Purchase Order No.	Contract number	If available
5	Quantity	Quantity of item(/s)	
6	Remarks	Remarks mechanic has	
7	Inspection Activity	Name of unit	
8	Condition Code	Condition code of the repairable item	
9	Reason for Repairable Condition	Brief reason as to why item can't be repaired locally	
10	Removed From	Model and tail number of aircraft item was removed from	
11	Inspectors Name or Stamp and Date	Mechanics name and the date	

Continued next page

Unserviceable (Repairable) Tag Practice

Directions

In this practice exercise read the below scenario carefully, follow the procedure table and complete the DD Form 1577-2, Unserviceable (Repairable) Tag practice form on the next page.

Practice Scenario

It is August 15, 1994 and you are stationed at CGAS Barbers Point. Your supervisor has you fill out a DD Form 1577-2 on a Direction Finder DF-301E that was removed from the HC-130H 1609. The DF-301E is being sent back because parts to repair it are not available. The following information is necessary to fill out the DD Form 1577-2:

- The DF-301E part number, 622-4731-001
 - National stock number, 5826-00-985-1421
 - Serial number, 18947C
 - A/C number, 1609
 - Condition code, F
-

Continued next page

Unserviceable (Repairable) Tag Practice (Continued)

Procedure Table

Follow this procedure table to complete the practice form at the bottom of this page.

Step	Enter
1	FSN, part number and item description
2	Serial number
3	Unit of issue
4	Contract/purchase order number
5	Quantity
6	Remarks
7	Unit name
8	Condition code
9	Reason for repairable condition
10	Removed from
11	Inspectors name and date

Practice Form

Use the data from the scenario on the preceding page and follow the procedure table above to complete this Unserviceable (Repairable) Tag. If you have trouble completing the form refer to the feedback on the next page.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION		UNSERVICEABLE (REPARABLE) TAG-MATERIAL		
			INSPECTION ACTIVITY	CONDITION CODE	
			REASON FOR REPARABLE CONDITION		
			REMOVED FROM		
			INSPECTOR'S NAME OR STAMP AND DATE		
	SERIAL No./LOT No.	UNIT OF ISSUE			
	CONTRACT OR PURCHASE ORDER NO.	QUANTITY			
REMARKS					

DD FORM 1577-2, 1 OCT 66, SN 0102-1E-016-0700

Unserviceable (Reparable) Tag Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the Unserviceable (Reparable) Tag section of this assignment beginning on page 2-134.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION NSN 5826-00-985-1421 P/N 622-4731-001 DF-301E Receiver		UNSERVICEABLE (REPARABLE) TAG-MATERIAL		
			INSPECTION ACTIVITY CGAS Barbers Point	CONDITION CODE F	
			REASON FOR REPARABLE CONDITION Beyond unit repair.		
	SERIAL No./LOT No. 18947C		UNIT OF ISSUE EA	REMOVED FROM HC-130H 1609	
	CONTRACT OR PURCHASE ORDER NO.		QUANTITY 01	INSPECTOR'S NAME OR STAMP AND DATE Your Name and Date	
	REMARKS Parts unavailable.				

DB FORM 1577-2 1 OCT 66 S/N 0102-LP-016-0760

DD Form 1577, (Unserviceable Condemned) Tag-Material

Introduction

The DD Form 1577, Unserviceable Condemned Tag-Material is a 3 x 6 red tag used to track items that are no longer repairable, but may have some salvageable dollar value.

Purpose

The DD Form 1577 is placed on equipment that has been deemed non-repairable and must be sent to Defense Reutilization & Marketing Office (DRMO) for disposal or salvage.

Disposition

One DD Form 1577 Unserviceable Comndemned Tag-Material is attached to the equipment (twine or string only) and the other affixed to the shipping container in a conspicuous location.

Example

This is an example of the DD Form 1577, (Unserviceable Condemned Tag-Material).

The diagram shows a DD Form 1577 with several fields and a warning box. Reference arrows point to the following fields:

- Ref #1: FSN, PART NO. AND ITEM DESCRIPTION
- Ref #2: SERIAL NUMBER/LOT NUMBER
- Ref #3: UNIT OF ISSUE
- Ref #4: QUANTITY
- Ref #5: REMARKS
- Ref #6: (UNSERVICEABLE CONDEMNED) TAG-MATERIAL
- Ref #7: INSPECTION ACTIVITY
- Ref #8: REASON OR AUTHORITY
- Ref #9: INSPECTOR'S NAME OR STAMP AND DATE

Warning text on the left side of the form: "WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)"

Form title: (UNSERVICEABLE CONDEMNED) TAG-MATERIAL

Form fields: INSPECTION ACTIVITY, CONDITION CODE, REASON OR AUTHORITY, INSPECTOR'S NAME OR STAMP AND DATE

Form footer: DD FORM 1577-1 OCT. 66 S/N 0102-LF-016-0600

Continued next page

DD Form 1577, (Unserviceable Condemned) Tag-Material (Continued)

Condemned Tag-Material Blocks Table

This table details the information found in the blocks of the DD Form 1577. The example DD Form 1577 on the facing page show these blocks.

Ref #	Description	Enter	Remarks
1	FSN, Part Number and Item Description	Item, NSN Part Number and Item Description	FSN and NSN are the same, item description is the name of the item
2	Serial No./ Lot No.	Serial number of item	
3	Unit of Issue	Items unit of issue	
4	Quantity	Quantity of item/s	
5	Remarks	Remarks mechanic has	
6	Inspection Activity	Name of unit	
7	Condition Code	Condition code of the item	
8	Reason or Authority	Brief reason item is condemned, or who authorized it	
9	Inspectors Name or Stamp and Date	Mechanics name and the date	

Unserviceable Condemned Tag Practice

Directions

In this practice exercise read the below scenario carefully, follow the procedure table at the bottom of this page, and complete the practice DD Form 1577 on the next page.

Practice Scenario

It is December 13, 1994 and you are stationed at Air Station Miami. Your supervisor has you fill out a DD Form 1577 on a fuel pressure transmitter. The transmitter is nonrepairable and being sent to DRMO for salvage. The following information is necessary to fill out the DD Form 1577:

- Part number, IPT-20-1000-500G
 - National stock number, 6685-01-114-3204
 - Serial number, 399DJN
 - Condition code, H
-

Procedure Table

Follow this procedure table to complete the practice form on the next page.

Step	Enter
1	FSN, part number and item description
2	Serial number
3	Unit of issue
4	Quantity
5	Remarks
6	Unit name
7	Condition code
8	Reason or authority
9	Inspectors name and date

Continued next page

Unserviceable Condemned Tag Practice (Continued)

Practice Form

Use the data from the scenario and follow the procedure table on the preceding page to complete the Unserviceable Condemned Tag below. If you have trouble completing this form refer to the feedback on the next page.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION		(UNSERVICEABLE CONDEMNED) TAG-MATERIAL		
			INSPECTION ACTIVITY	CONDITION CODE	
			REASON OR AUTHORITY		
	SERIAL NUMBER/LOT NUMBER				
	UNIT OF ISSUE	QUANTITY	INSPECTOR'S NAME OR STAMP AND DATE		
	REMARKS				

DD FORM 1577, 1 OCT 66
 S/N 0102-LF-016-0600

Unserviceable Condemned Tag Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the Unserviceable Condemned Tag section of this assignment beginning on page 2-140.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION NSN 6685-01-114-3204 P/N IPT-20-1000-500G Pressure Transmitter		(UNSERVICEABLE CONDEMNED) TAG-MATERIAL	
	SERIAL NUMBER/LOT NUMBER 399DJN		INSPECTION ACTIVITY CGAS Miami	CONDITION CODE H
	UNIT OF ISSUE EA		QUANTITY 01	
	REMARKS		REASON OR AUTHORITY Non-Repairable	
			INSPECTOR'S NAME OR STAMP AND DATE Your Name and Date	

DD FORM 1577 1 OCT 66
 S/N 0102-1F-016-9000

DD Form 1574, Serviceable Tag-Material

Introduction

The DD Form 1574, Serviceable Tag-Material is a 3 x 6 orange card used to track and identify equipment that is Ready For Issue (RFI). This form is commonly referred to as a RFI Tag.

Purpose

The DD Form 1574 is used to track an item that has been returned to operational status after repair or overhaul. It is also used for an item that has been repaired locally.

Disposition

One DD Form 1574, Serviceable Tag-Material, is attached to the equipment with twine or string only and the other is affixed to the shipping container in a conspicuous location.

Example

This is an example of the DD Form 1574, Serviceable Tag-Material.

The diagram shows a DD Form 1574 with ten reference arrows labeled Ref #1 through Ref #10. The form is divided into several sections:

- Ref #1:** Points to the top-left corner of the form.
- Ref #2:** Points to the 'FSN, PART NO. AND ITEM DESCRIPTION' field.
- Ref #3:** Points to the 'SERIAL NUMBER/LOT NUMBER' field.
- Ref #4:** Points to the 'UNIT OF ISSUE' field.
- Ref #5:** Points to the 'NEXT INSPECTION DUE/OVERAGE DATE' field.
- Ref #6:** Points to the 'CONDITION CODE' field.
- Ref #7:** Points to the 'INSPECTION ACTIVITY' field.
- Ref #8:** Points to the 'REMARKS' field.
- Ref #9:** Points to the 'CONTRACT OR PURCHASE ORDER NO.' field.
- Ref #10:** Points to the 'INSPECTOR'S NAME OR STAMP AND DATE' field.

Additional text on the form includes a warning on the left side: "WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)". On the right side, it says "DD FORM 1574 1 OCT 66 S/N 0102-1F-016-0300".

Continued next page

DD Form 1574, Serviceable Tag-Material (Continued)

Serviceable Tag-Material Blocks Table

This table details the information found in the blocks of the DD Form 1574. While reading this table refer to the example form on the preceding page.

Ref #	Description	Enter	Remarks
1	Serial No./ Lot No.	Serial number of item	
2	FSN, Part Number and Item Description	NSN Part Number and Item Description	FSN and NSN are the same, item description is the name of the item
3	Quantity	Quantity of item(/s)	
4	Unit of Issue	Unit of issue	
5	Next Inspection Due Over Age Date	Date of next inspection	
6	Inspection Activity	Unit name	
7	Condition Code	Condition code of the item	
8	Remarks	Remarks mechanic has	
9	Contract or Purchase Order No.	Contract number	
10	Inspectors Name or Stamp and Date	Mechanics name and the date	

RFI Tag Practice

Directions

In this exercise read the scenario below carefully, follow the procedure table, and complete the blank DD Form 1574, RFI Tag, on the next page.

Practice Scenario

It is July 12, 1994 and you are stationed at Air Station Port Angeles. You have just finished repairing a TACAN receiver that was removed for failure. You now need to fill out a DD Form 1574 on the receiver before returning it to supply. Use the following information to complete the DD Form 1574:

- Part number, RT-1159/ARN-118
 - National stock number, 5826-01-012-1938
 - Serial number, SS158SDK
 - Condition code, A
 - Remarks, Operational check good, MPC completed on this date.
-

Procedure Table

Follow this procedure table to complete the practice form on the next page.

Step	Enter
1	FSN, part number and item description
2	Serial number
3	Unit of issue
4	Contract/purchase order number
5	Quantity
6	Remarks
7	Next inspection due
8	Condition code
9	Name of unit
10	Inspectors name and date

Continued next page

RFI Tag Practice (Continued)

Practice Form

Use the data from the scenario and follow the procedure table on the preceding page to complete the RFI Tag below. If you have trouble refer to the feedback provided on the next page.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION		SERVICEABLE TAG-MATERIAL		
			NEXT INSPECTION DUE/OVER-AGE DATE	CONDITION CODE	
			INSPECTION ACTIVITY		
	SERIAL NUMBER/LOT NUMBER	UNIT OF ISSUE	INSPECTOR'S NAME OR STAMP AND DATE		
	CONTRACT OR PURCHASE ORDER NO.	QUANTITY			
REMARKS					

DD FORM 1574 1 OCT 65 S/N 0102-LP-016-0300

RFI Tag Feedback

Feedback

Compare your practice form with the feedback provided below. If you had trouble with this exercise, please review the Serviceable Tag-Material section of this lesson beginning on page 2-146.

WARNING: Unauthorized persons removing, defacing or destroying this tag may be subject to a fine of not more than \$1,000 or imprisonment for not more than one year or both. (18 USC 1361)	FSN, PART NO. AND ITEM DESCRIPTION		SERVICEABLE TAG-MATERIAL	
	NSN: 5826-01-012-1938 P/N: RT-1169/ARN-118 TACAN Receiver Transmitter		NEXT INSPECTION DUE/OVER- AGE DATE	CONDITION CODE A
			INSPECTION ACTIVITY CGAS Port Angeles	
	SERIAL NUMBER/LOT NUMBER SS158SDK	UNIT OF ISSUE EA	INSPECTOR'S NAME OR STAMP AND DATE Your Name and Date	
	CONTRACT OR PURCHASE ORDER NO.	QUANTITY 01		
	REMARKS Operational check good, MP completed on this date			

DD FORM 1574 1 OCT 66 S/N 6102 LF 016-0300

Aeronautical Publications

Objectives

To successfully complete this assignment, you must study the text and master the following objectives:

- Given an example of a publication number and a list of publication types, **SELECT** the type of publication.
- Given example features of a publication, **WRITE** the function of each feature.
- Given a list of aeronautical publications, **STATE** the order of precedence for their use.
- Given an example of a publication update and a list of updates, **SELECT** the type of update.
- Given a publication update, **STATE** the installation procedure for that update.
- Given a list of installation procedures and a list of updates, correctly **MATCH** the procedure to the update.

References

The information contained in this assignment can be found in the following references:

- COMDTNOTE 5600, Directives, Publications, and Reports Index
- NAVAIR 00-25-100, Naval Air Systems Command Technical Manual Program
- AFTO 00-5-1, Air Force Technical Order System
- AFTO 00-5-18, Air Force Technical Order Numbering System
- CGTO 1C-130H-4, Illustrated Parts Breakdown (HC-130H)
- CGTO 1H-65A-4, Illustrated Parts Catalog (HH-65)
- CGTO 1U-25A-4, Illustrated Parts Catalog (HU-25)

Continued next page

Aeronautical Publications (Continued)

References (Continued)

- A1-H60HA-SRM-400, Structural Repair Manual (HH-60J)
 - A1-H60CA-IPB-450, Numerical Index and Reference Designation Index (HH-60J)
-

Overview

Introduction

This reading assignment is an introduction to the various types of aeronautical publications used in the Coast Guard. The Coast Guard's inventory includes aircraft that are sponsored by the Navy, Air Force, and commercial companies. Publications that apply to these aircraft are also sponsored by the same entity with some exceptions. These publications, including ACMS maintenance procedure cards, are the official medium for disseminating technical information; instructions; and safety procedures for the operation, maintenance, inspection, and modification of Coast Guard equipment and materials.

As a Coast Guard petty officer and an aircraft technician, you will use and rely upon many different publications. Knowing how to use and maintain these publications is essential for you to perform your duties.

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Assignment
(Continued)**

Updating Coast Guard Directives	3-109
Updating Coast Guard Directives Practice	3-113
Updating Coast Guard Directives Feedback	3-114

Maintaining Aeronautical Publications

Distribution

Aeronautical publications are received at your unit's Quality Assurance (QA) office, checked into the master library, and distributed to the appropriate shops. Distributed meaning that either QA personnel will deliver them to your shop or you will pick them up in QA.

Publication Updates

From time to time the information in aeronautical publications becomes obsolete or is found to be incorrect. When this happens, the information is updated by either deleting, changing, adding to, or supplementing the outdated information. The methods of updating the various sponsor's publications are similar. However there are some differences in terminology and update installation procedures.

Specific update installation procedures for each sponsor's publications will be covered in the appropriate section of this lesson. As a general rule when installing updates, remember to read the title page.

Recording Publication Updates

When an update is installed it should be recorded on the Record of Revisions, which is located behind the title page. Also known as the Change Record Page, this is a self-explanatory log that provides a place for recording:

- Update number
 - Update issue date
 - Date installed
 - Initials of person installing update
-

Responsibility

The primary responsibility of ensuring that these publications are up to date and reliable belongs to QA, but when updates arrive in your shop it becomes your responsibility. This responsibility should be taken seriously and the updates should be promptly and properly installed.

Maintaining Aeronautical Publications Practice

Directions

In this exercise answer the question by filling in the blank. If you have trouble refer to the feedback on the following page.

Question

When an update is installed in a publication it should be recorded on the _____.

Maintaining Aeronautical Publications Feedback

Feedback

Compare your answer to the feedback provided below. If you had trouble answering the question review the Maintaining Aeronautical Publications section of this lesson.

Answer

Record of Revisions or Change Record Page

Precedence of Aeronautical Publications

Introduction

Due to the many different publications that are applicable to Coast Guard aircraft an order of precedence had to be established.

Precedence

USCG directives have precedence over all other publications. Use of Department of Defense (DOD) instructions shall be tempered with good judgement. The precedence of directives is as follows:

1. Aviation Computerized Maintenance System
2. Coast Guard Directives
3. Air Force Technical Orders
4. Navy Technical Orders
5. Commercial Publications

For general procedures that are non-aircraft specific, Air Force publications have precedence over Navy and commercial publications.

Precedence of Aeronautical Publications Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

1. For general procedures that are non-aircraft specific, which of the following publications have precedence?

A. Navy Technical Orders

B. Air Force Technical Orders

C. Commercial Publications

2. Rank the list of types of publications below in their order of precedence with #1 having precedence over all others.

_____ A. Navy Technical Orders

_____ B. Coast Guard Directives

_____ C. Aviation Computerized Maintenance System

_____ D. Commercial Publications

_____ E. Air Force Technical Orders

Precedence of Aeronautical Publications Feedback

Feedback

Compare your answers to the feedback below. If you had trouble with this exercise review the Precedence of Aeronautical Publications section of this lesson beginning on page 3-13.

Answers

1. (B) Air Force Technical Orders
 2. 4 A. Navy Technical Orders
 2 B. Coast Guard Directives
 1 C. Aviation Computerized Maintenance System
 5 D. Commercial Publications
 3 E. Air Force Technical Orders
-

Navy Publications

Sponsorship

The Coast Guard has one aircraft, the HH-60J helicopter, that is sponsored by the Navy. This means that the majority of the publications applicable to the HH-60J are Navy sponsored.

Identification

Navy publications are identified by their assigned technical manual number. This number is used to identify the basic type of equipment, category, main group within the category, specific item of equipment, type of usage, aircraft model designation, and/or specific type of manual.

The Navy uses two technical manual numbering systems: the conventional NAVAIR numbering system and the newer Technical Manual Identification Numbering System (TMINS).

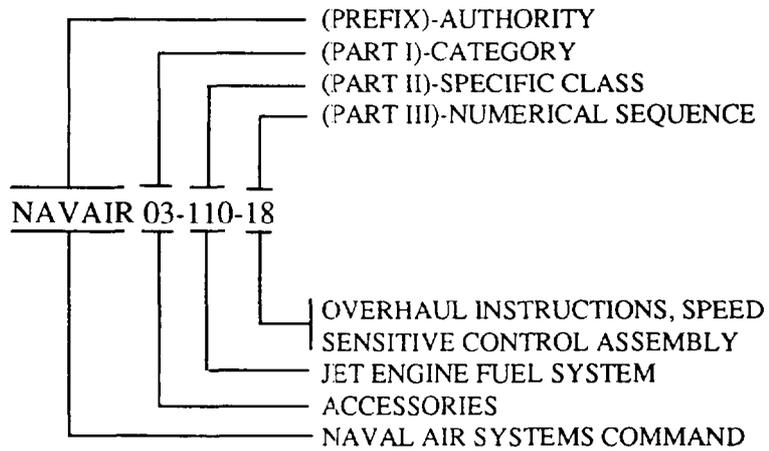
Conventional NAVAIR Numbering System

Introduction

The conventional NAVAIR manual number consists of a prefix (NAVAIR or NA) that designates the command responsible for developing or maintaining the manual and a combination of numbers and letters. The designation is divided into three parts, separated by a dash (-).

Example

The illustration below is an example of the NAVAIR numbering system.



Continued next page

Conventional NAVAIR Numbering System (Continued)

Publication Number Part I

Part I of the publication number is the category. Normally, it is a two-digit number (in some cases two digits and a letter). As shown in the table below it designates the major category of the manual, for example, 01 identifies an aircraft manual.

General	00
Aircraft	01
Powerplants	02
(02A Reciprocating engines, 02B Jet engines)	
Accessories	03
Hardware and Rubber Material	04
Instruments	05
Fuels, Lubricants, and Gases	06
Dopes and Paints	07
Electronics	08 & 16
Instructional Equipment and Training Aids	09 & 28
Photography	10
Aviation Armament	11
Parachute and Personal Survival Equipment	13
Standard Preservation and Packaging Instructions	15
Machinery, Tools, and Test Equipment	17
Ground Servicing and Automotive Equipment	19
Descriptive Data Sheets for Aviation Support Equipment	20
Meteorology	50
Ship Installations	51

Publication Number Part II

Part II of the publication number is made up of numbers or numbers and letters. They identify either a basic aircraft model, the manufacturer, or the specific class, group, or subcategory of the manual (see illustration on page 3-7).

Publication Number Part III

Part III of the publication number identifies a particular type of manual. For example, -1 identifies the Naval Air Training and Operating Procedures (NATOPS) flight manual, -2 identifies the maintenance instructions manual, -3 identifies the structural repair manual, and -4 identifies the illustrated parts breakdown.

Technical Manual Identification Numbering System

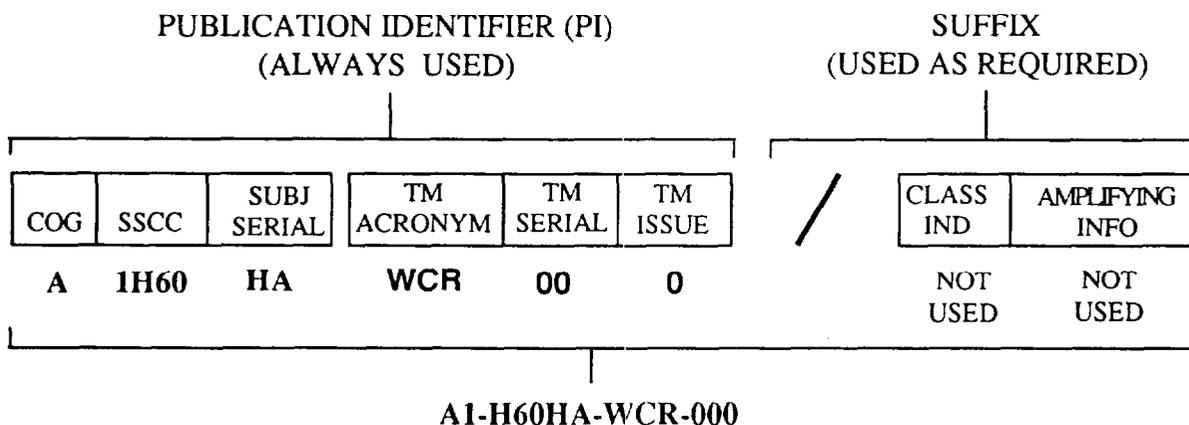
Introduction

The Technical Manual Identification Numbering System (TMINS) assigns each technical manual a unique identifying 13 character alphanumeric code number. The TMINS also contains a provision for adding a suffix to give the security classification.

TMINS Number Composition

The standard TMINS number is made up of two distinct parts separated by a slash (/) (see breakdown in illustration below). The first part of the TMINS is the Publication Identifier (PI) and is the essential root of the number. The PI is always used and always consists of exactly 13 characters.

The second part of the TMINS is called the suffix. It is an added field of up to 17 characters (including the slash). This suffix is always used for classified manuals and separately bound unclassified portions of classified manuals to give user-oriented information.

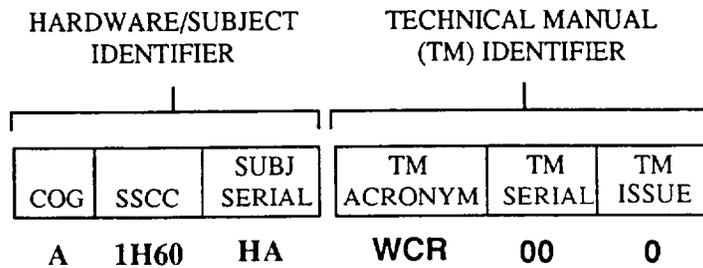


Continued next page

Technical Manual Identification Numbering System (Continued)

PI Composition

The publication identifier is made up of two major components, the hardware/subject identifier and the technical manual (TM) identifier (see illustration below).



Hardware/Subject Identifier

The first seven characters of the PI are divided into three groups which make up the hardware/subject identifier. These characters identify the specific hardware (aircraft) or subject (system) to which the manual applies.

COG: The first group (COG) of the PI is a single letter that identifies which command is responsible for publishing and updating the publication. In the example A1-H60HA-WCR-000, A is for NAVAIR.

SSCC: The second group, Standard Subject Classification Code (SSCC), is a four-digit alphanumeric code that identifies the commodity or subject matter. In this example the 1 indicates aircraft or aviation and the H60 stands for the H60 helicopter.

Subject Serial Number: This group is a two-digit code (either numbers, letters, or both) that is assigned by the Naval Air Technical Services Facility (NATSF) for aeronautical manuals. It differentiates between items assigned to a given SSCC series or subseries. In the above example, the subject serial number HA stands for the H model (and the Coast Guard's J model) helicopter.

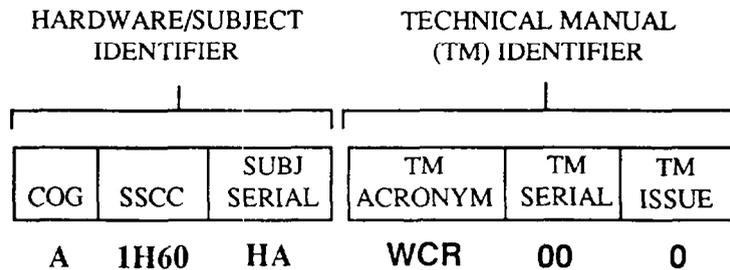
Originally the Coast Guard's "J" model helicopter was covered primarily by a series of maintenance publications identified by the subject serial number HA. It was later determined that all H60 helicopter models had enough commonality in some of the systems that they could be covered by only one series of manuals. These manuals were assigned a subject serial number of CA, which stands for "Combined Aircraft".

Continued next page

Technical Manual Identification Numbering System (Continued)

Technical Manual (TM) Identifier

The remaining six characters of the PI are called the technical manual (TM) identifier (see illustration below). These six characters identify a particular technical manual and are divided into three groups.



TM Acronym: This group consists of three letters or numbers which identify the type of manual. In this example the WCR identifies the manual as a wiring systems repair manual. The TM acronym can also identify the system or particular piece of equipment the manual covers. For example 520 covers the autopilot system and S14 covers an air compressor.

TM Serial Number: This group is made up of two numbers and is used to identify different volumes, parts, and changes to specific technical manuals. For NAVAIR manuals, these numbers range from 00 to 99. In the above example 00 stands for volume one.

TM Issue: This part of the TM identifier is either a single number or a single letter. The number indicates whether the manual is a basic issue or a superseding revision. A letter designates permanent changes or rapid action changes (RACs) and are assigned in the order of date issued.

For more detailed information on the Navy publication numbering systems refer to NAVAIR 00-25-100 (Naval Air Systems Command Technical Manual Program).

Technical Manual Numbering System Practice

Directions

Using these examples of Navy publication numbers, select the correct answers to questions #1 through 3. If you have trouble refer to the feedback on the following page.

A. NAVAIR 00-25-100

B. A1-H60HA-420-400

Questions

1. Which Navy publication number listed above is using the conventional numbering system? _____
 2. The A1-H60HA-420-400 publication is applicable to which aircraft? _____
 3. The -420-400 portion of example B is known as the _____.
-

Technical Manual Numbering System Feedback

Feedback

Compare your answers to the feedback below. If you had trouble with this exercise review the Navy Publications section of the assignment beginning on page 3-15.

Answers

1. NAVAIR 00-25-100
 2. HH-60J Helicopter
 3. Technical Manual Identifier
-

Technical Manual Categories

Introduction

The technical manual categories listed on page 3-17, fall under the conventional NAVAIR numbering system. Of the categories listed we will discuss the general manuals (00 series) and aircraft manuals (01 series).

General Manuals (00 series)

General manuals include technical manual indexes, standard aircraft characteristic manuals, training literature, documentation management and procedures manuals, and other miscellaneous technical publications. Two of the more commonly used Navy general manuals in Coast Guard aviation are:

- NAVAIR 00-25-100, Navy Technical Manual Program
 - NAVAIR 00-80T-109, Aircraft Refueling Natops Manual
-

Aircraft Manuals (01 series)

In this category there are general aircraft manuals and aircraft-specific manuals. Aircraft-specific manuals in the 01 series are not used in the Coast Guard. General aircraft manuals are applicable to aircraft in general without being identified with a specific model. Four general aircraft manuals with which maintenance personnel need to be familiar are:

- NA 01-1A-1 General Manual for Structural Repair
 - NA 01-1A-8 Aircraft Structural Hardware for Aircraft Repair
 - NA 01-1A-505 Installation Practices: Aircraft Electric and Electronic Wiring
 - NA 01-1A-509 Aircraft Weapons Systems Cleaning and Corrosion Control
-

Technical Manual Format

Conventional Manual Format

The conventional manual format is published in sections, each addressing one phase of maintenance related to a piece of equipment such as operation, principles of operation, testing, troubleshooting, etc. Each section is assigned a number, e.g. Section 1, 2, 3, with page numbering starting at 1 in each section, e.g. 1-1, 2-1, 3-1. This format is still being used for some NAVAIR manuals.

Work Package Manual Format

The demands of higher technology systems maintenance resulted in a technical manual concept defined as a functionally assembled document, arranged in the general order of work flow, and grouped into small units covering individual tasks. These units are called Work Packages (WP's), which are very similar to the ACMS maintenance procedure cards used by the USCG.

Work Package functional elements include system/equipment description and principles of operation, testing and troubleshooting, system maintenance, wiring schematics/diagrams, and an IPB. Each element is broken down into smaller units as required by the system. The WP's within a manual are defined as self-supporting units of information containing all data required for a technician to perform a specific task.

Work Package Numbering

Work Packages are assigned numbers in their order of arrangement within the manual. These five-digit numbers are arranged in blocks of three and two digits respectively, which appear in the upper right-hand corner of every page (see example on the following page). Page sequencing identifiers such as technical manual number, WP number, change designation and page number are positioned on the left and right side at the top of each page to enhance usability and readability.

Work Package Alphabetical Index

Within the technical manual itself there are two levels of indexing. The first level is the alphabetical index which is numbered WP 001 00. This index is used as a locator for the desired Information/Work Package and replaces the standard Table of Contents found in conventional manuals. The second level of indexing is another alphabetical index located on the title page of each Work Package to locate information within.

Continued next page

Technical Manual Format (Continued)

Work Package Title Page

Each WP has its own title page so that it can be reproduced separately. The Title Block identifies the function or task by title, WP number, level of maintenance and serial number effectivity.

Work Package Information

At the beginning of each WP, in addition to the index, there is a listing of required reference material. Strategically located early in the text of a WP is a listing of support equipment and material required to perform the task.

Example

This is an example of a Work Package title page.

Work Package and Page Number	005 00 Page 1																	
Publication Number	A1-H60CA-GAI-010																	
Issue Date	31 January 1994																	
Title Block	<hr/> <p style="text-align: center;">ORGANIZATIONAL MAINTENANCE MAINTENANCE PROCEDURES SECURE MAIN ROTOR BLADES</p> <p style="text-align: center;">EFFECTIVITY: SH-60B Helicopter Serial No. 161553 and Subsequent SH-60F Helicopter Serial No. 163284 and Subsequent HH-60H Helicopter Serial No. 163783 and Subsequent HH-60J Helicopter Serial No. 163801 and Subsequent</p> <hr/>																	
Reference Material List	Reference Material None																	
Alphabetical Index	Alphabetical Index																	
Support Equipment List	<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Subject</u></th> <th style="text-align: right;"><u>Page No.</u></th> </tr> </thead> <tbody> <tr> <td>Secure Main Rotor Blades - Folded</td> <td style="text-align: right;">5</td> </tr> <tr> <td>Secure Main Rotor Blades - Spread</td> <td style="text-align: right;">3</td> </tr> <tr> <td colspan="2" style="text-align: center;">Record of Applicable Technical Directives</td> </tr> <tr> <td colspan="2" style="text-align: center;">None</td> </tr> <tr> <td colspan="2" style="text-align: center;">Support Equipment Required</td> </tr> <tr> <td style="text-align: left;"><u>Part No./Type Designation</u></td> <td style="text-align: left;"><u>Nomenclature</u></td> </tr> <tr> <td>70700-77515-043 (78286)</td> <td>Main Rotor Blade Restrainer Set</td> </tr> </tbody> </table>		<u>Subject</u>	<u>Page No.</u>	Secure Main Rotor Blades - Folded	5	Secure Main Rotor Blades - Spread	3	Record of Applicable Technical Directives		None		Support Equipment Required		<u>Part No./Type Designation</u>	<u>Nomenclature</u>	70700-77515-043 (78286)	Main Rotor Blade Restrainer Set
<u>Subject</u>	<u>Page No.</u>																	
Secure Main Rotor Blades - Folded	5																	
Secure Main Rotor Blades - Spread	3																	
Record of Applicable Technical Directives																		
None																		
Support Equipment Required																		
<u>Part No./Type Designation</u>	<u>Nomenclature</u>																	
70700-77515-043 (78286)	Main Rotor Blade Restrainer Set																	

HH-60J Technical Manuals

Aircraft Documentation List

The Aircraft Documentation List (A1-H60HA-AML-000) is a publication that lists all technical manuals applicable to the operation and maintenance of the HH-60J helicopter. It is specifically designed to aid in the identification, location, and application of technical information for the HH-60J helicopter. This manual is the equivalent of the List of Applicable Publications (LOAP), which is issued by the Coast Guard for the HC-130, HU-25, and the HH-65 aircraft. These LOAPs will be covered later in this lesson.

Manual Arrangement

The Aircraft Documentation List is divided into the following four sections:

- Section I - Introduction: This section provides an explanation of the purpose of the manual, and contains general information and publications for the HH-60J helicopter.
- Section II - Applicable Technical Documents: This section provides an alphanumerical listing of technical publications required to support the HH-60J helicopter. When the publication number is known, this section may be used to determine the title and maintenance usage.
- Section III - System, Subsystem, and Components Documentation: This section provides an alphanumerical list of aircraft repairable items by part number, which is then cross-referenced to the applicable publication.
- Section IV - Ground Support Equipment Documentation: This section provides the same function as Section III for Ground Support Equipment.

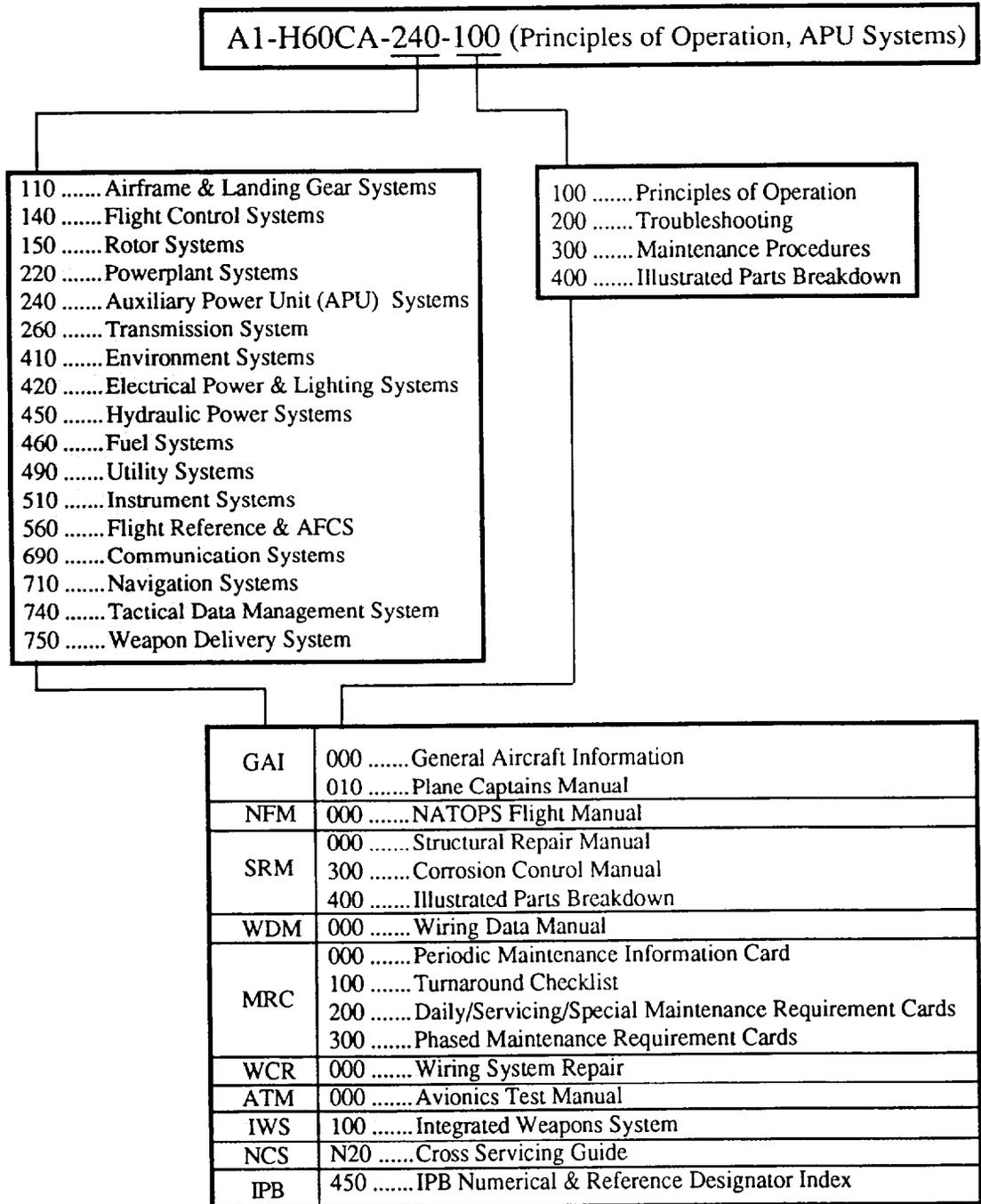
An introduction to each section provides detailed information on how to use the section.

Continued next page

HH-60J Technical Manuals (Continued)

HH-60J Technical Manual Identification

Most technical manuals that are applicable to the HH-60J helicopter are identified using the TMINS numbering system. The illustration below shows how the TM Identifier is used to identify the subject or system that a manual covers.



Continued next page

HH-60J Technical Manuals (Continued)

Technical Manuals

All of the HH-60J technical manuals listed on the preceding page are laid out in the Work Package format. Of the numerous manuals listed on the preceding page, only a few of them will be used on a regular basis. Therefore this lesson is limited to the following manuals:

- NATOPS Flight Manual (NFM)
- General Aircraft Information (GAI)
- Maintenance Procedure Manuals
 - Dash (-) 100 Principles of Operation
 - Dash (-) 200 Troubleshooting
 - Dash (-) 300 Maintenance Procedures
 - Dash (-) 400 Illustrated Parts Breakdown
- Illustrated Parts Breakdown (IPB)
- Structural Repair Manual (SRM)

Continued next page

HH-60J Technical Manuals (Continued)

NATOPS Flight Manual

The HH-60J Flight Manual (A1-H60HA-NFM-000) contains complete normal and emergency operating instructions for the aircraft and its equipment. This manual is issued primarily for pilots and aircrew, but maintenance personnel should become familiar with its contents, which consists of the following parts:

- Part I The Aircraft
- Part I Indoctrination
- Part III Normal Procedures
- Part IV Flight Techniques and Characteristics
- Part V Emergency Procedures
- Part VI All-Weather Operations
- Part VII Tactical Data Management, Communications, and Navigation
- Part VIII Weapon Systems
- Part IX Flight Crew Coordination
- Part X NATOPS Evaluation (Not Used)
- Part XI Performance Data

Continued next page

HH-60J Technical Manuals (Continued)

General Aircraft Information (GAI)

Two technical manuals fall in this category and are used by all aviation rates stationed at an HH-60J unit. These manuals have an alphabetical index on page number one of WP 001 00, which references the various subjects to the applicable WP. These manuals are identified as follows:

- The A1-H60CA-GAI-000, General Aircraft Information manual covers the following topics:
 - Overall Helicopter Description
 - Servicing
 - Draining
 - Ground Handling/Safety
 - Emergency Procedures
 - Access Panels and Fairings
 - Limits
 - Preservation/Depreservation
 - Stores Loading/Unloading (General)

- The A1-H60CA-GAI-010, Plane Captain's Manual, covers the following topics:
 - Blade Fold
 - Pylon & Stabilator Fold
 - Secure Main Rotor Blade
 - Tow & Park Helicopter
 - Protective Covers & Plugs
 - Deck Handling
 - Moor Helicopter
 - Servicing
 - APU Start
 - External Power Connections
 - Extendable Wing Fold

Continued next page

HH-60J Maintenance Procedure Manuals

Introduction

The HH-60J maintenance program utilizes the following basic types of manuals:

- -100 Principles of Operation
- -200 Testing and Troubleshooting
- -300 Maintenance Procedures
- -400 Illustrated Parts Breakdown

All of these manuals use the Work Package format except the Illustrated Parts Breakdown which is covered later in this lesson.

Principles of Operation (-100)

Principles of Operation manuals provide the following information for each HH-60J system:

- Descriptions of all systems and major components
 - Location diagrams that give exact locations of all system components
 - Principles of Operation, with block diagrams, which describe operational theory for functional systems
 - Station, Butt line, and Water line references for system test points and electrical disconnects
-

Testing and Troubleshooting (-200)

Testing and Troubleshooting manuals provide information regarding the following:

- General Procedures
 - Precautions
 - Testing and Troubleshooting
 - Pretest Setup
-

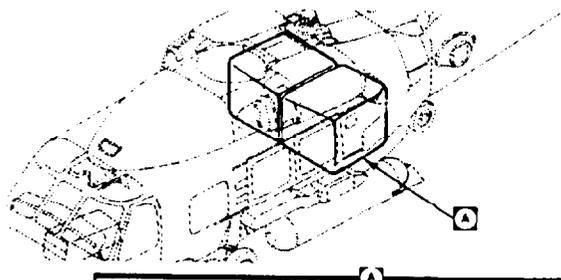
Continued next page

HH-60J Maintenance Procedure Manuals (Continued)

Maintenance Procedures (-300)

Maintenance procedures are divided into Work Packages, each usually covering a single component such as a gearbox, rotor blade, strut, etc. The chart and illustration below shows the typical layout of a Maintenance Procedure Manual (A1-H60HA-460-300 Fuel Systems Manual).

A1-H60HA-460-300



010 00
Page 3

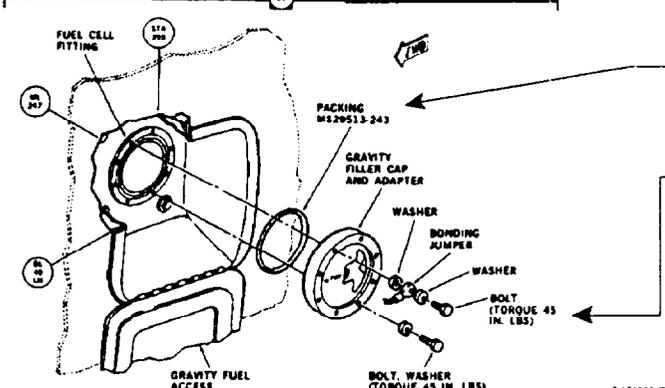


Figure 1. Remove/Install Gravity Filler Cap and Adapter

REMOVE #Figure 11.

WARNING

- To prevent injury to personnel or damage to equipment, follow normal fire precautions while doing this procedure.
- To prevent electrical shock, be sure electrical power is off before working on helicopter.
 - a. Turn off all electrical power.
 - b. Defuel helicopter until left fuel cell is below 1500 pounds (A1-H60HA-GAI-000, WP 008 00).

Work Package Number

Manual Number

Part Numbers for consumables

Torque Values

Each WP is divided into numbered paragraphs, (such as REMOVE, INSTALL, REPAIR) followed by detailed procedures.

Technical Manual Identification Practice

Directions

In this exercise answer the following questions. If you have trouble refer to the feedback on the following page.

Questions

1. Which manual is a general aircraft manual?
 - A. NAVAIR 00-25-100
 - B. NAVAIR 01-1A-8
 - C. NAVAIR 02-1-516
 - D. NAVAIR 05-15-103

 2. When the Work Package format is used in a manual, the Work Package number appears in the _____ of every page.

 3. The publication that lists all technical manuals applicable to the operation and maintenance of the HH-60J helicopter is the _____.

 4. Which of the following manuals describe the principles of operation of the rotor systems?
 - A. A1-H60CA-150-100
 - B. A1-H60CA-150-200
 - C. A1-H60CA-150-300
 - D. A1-H60CA-150-400
-

Technical Manual Identification Feedback

Feedback

Compare your answers to the feedback below. If you had trouble refer to the Navy publications section of this lesson beginning on page 3-23.

Answers

1. (B) NAVAIR 01-1A-8
 2. top right-hand corner
 3. Aircraft Documentation List (A1-H60HA-AML-000)
 4. (A) A1-H60CA-150-100
-

HH-60J Illustrated Parts Breakdown (IPB)

Introduction

The HH-60J Illustrated Parts Breakdown (IPB) manual is comprised of a series of approximately twenty manuals consisting of indexes and IPBs (-400 series). These IPB's list and describe, in disassembly order, installations, assemblies, and detail parts. They are intended for use in identification, requisition, issue, and storage of parts.

Numerical Index

The Numerical Index and Reference Designation Index (A1-H60CA-IPB-450) is a manual that contains a Numerical Index of part numbers. This index is a list of the parts necessary to maintain the HH-60J helicopter, minus structural components, and is used to cross reference part numbers to Publication/Figure/Index Numbers.

This manual also contains an introduction to the IPB manual series and provides instructions on how to use the Illustrated Parts Breakdown.

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

Publication/Figure/ Index Number

This number consists of three elements which identify where a part is located in an IPB. As indicated in the illustration below these elements are:

Publication Figure Index
_____|_____|_____|
410-400 / F0007-00 / 28

The Index Number is a reference number that identifies a part in the figure and in the parts list.

The Figure Number is used to identify and locate installation drawings and replaces the WP number in the top right corner of each page.

Identifies A1-H60CA-410-400 as the publication

Environmental Systems

Illustrated Parts Breakdown

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

IPB -400 Series

The -400 series consists of approximately eighteen manuals that cover the aircraft systems, structures, and special support equipment. To use these publications refer to the alphabetical index, located in the front of the manual, to find the applicable Group Assembly Parts List (GAPL). The GAPL is an illustrated listing of all parts which have maintenance significance and is divided into figures by system, which makes parts easier to find. A typical IPB figure is shown in the illustration below.

A1-H60CA-490-400
18 November 1988

F0016-00
Page 1 of 2

Publication Number

Figure Number

Index Number

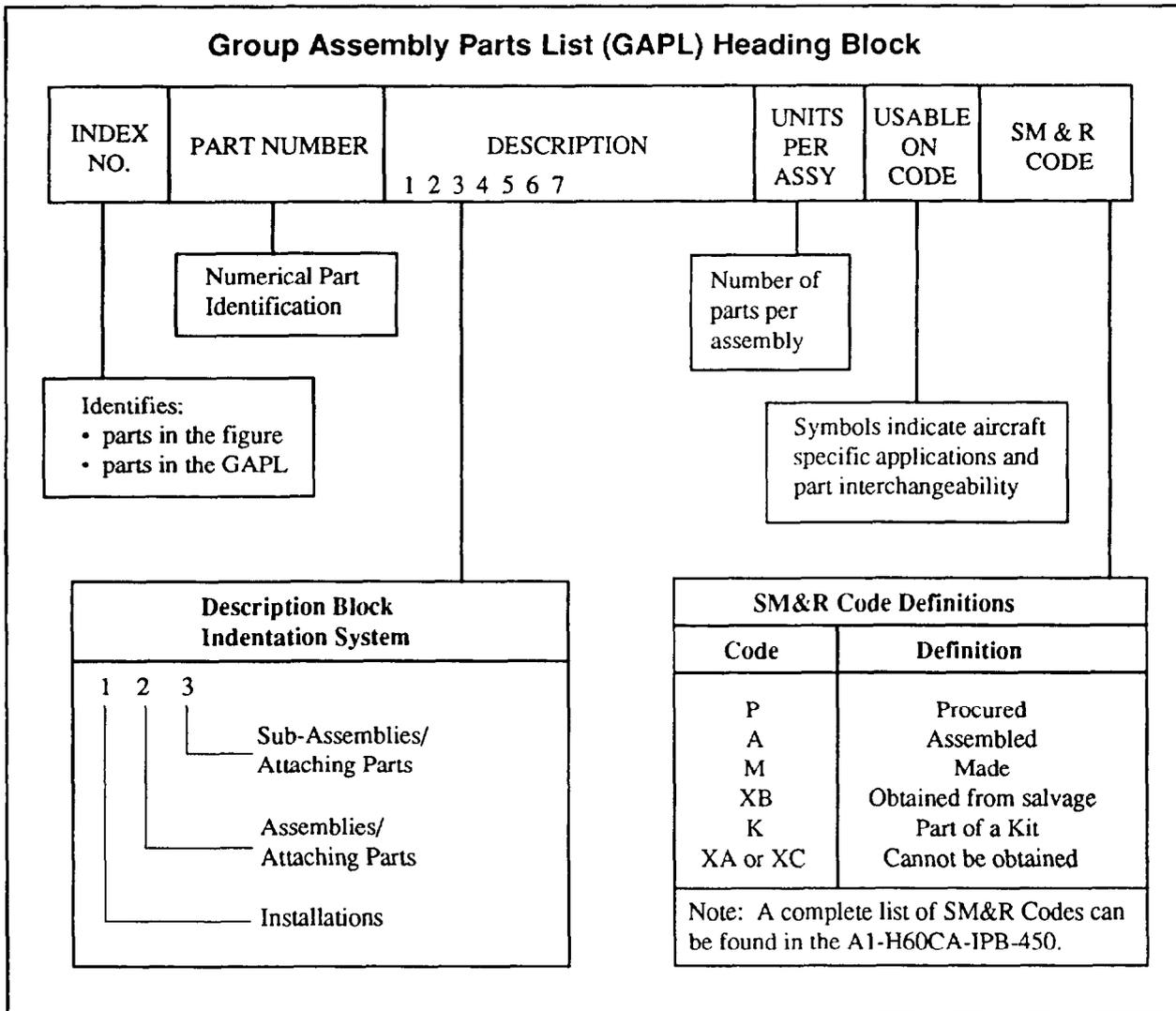
GAPL Heading Block

INDEX NO.	PART NUMBER	DESCRIPTION	UNITS PER ASSY							SM & R CODE
			1	2	3	4	5	6	7	
	70073-35001-011	MISSION KIT, CARGO HOOK /NH#. A1-H60CA-110-400 F0005-00/ /PARTIAL BREAKDOWN F0018-00/	1							XC000
1	557039-4RRO8	JUMPER ASSY. /ATTACHING PARTS/	1							PAOZZ
2	MS27037C1-09	SCREW	2							PAOZZ
	MS35337-13B	LOCKWASHER	2							PAOZZ
	AN960C10L	WASHER	4							PAOZZ
3	70219-72512-042	RETAINER ASSY, FORWARD /ATTACHING PARTS/	1							PA0MH
4	AN3C7A	BOLT	2							PAOZZ
	AN960C10L	WASHER	4							PAOZZ
	MS21046C3	NUT.	2							PAOZZ

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

Example of GAPL Heading Block The GAPL Heading Block is divided into six segments (see illustration below for description).



Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

-400 IPB Designations & Symbols

The chart below shows some common Designations and Symbols that are used in the Group Assembly Parts List. For a complete listing refer to A1-H60CA-IPB-450.

Illustrated Parts Breakdown Designations/Symbols		
Designation/Symbol	Location	Definition
<ul style="list-style-type: none"> • Breakdown • F • NHA <p>Breakdown</p> <ul style="list-style-type: none"> • /Attaching Parts/ • /AP/ <p>--- * ---</p>	Description Block	<p>Any of these symbols followed by a new figure No. indicates a figure cross reference in the same IPB</p> <p>Followed by a new Pub. & Fig. No. indicates a cross reference between IPB's</p> <p>Shows a list of all attaching parts of an assembly</p> <p>Indicates the end of the /Attaching Parts List/</p>
*	Usable On Code Block	Indicates interchangeable parts
— COML	Part Number Block	<p>Indicates parts with no part number issued</p> <p>Indicates parts with no part number issued but information for ordering that part is located in the Description Block</p>

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

Example IPB Symbols

The example below shows the most commonly used symbols that may be encountered while using an IPB.

A1-H60HA-460-400		F0004-00			
		Page 17			
INDEX NO.	PART NUMBER	DESCRIPTION 1 2 3 4 5 6 7	UNITS PER ASSY	USABLE ON CODE	SM & R CODE
1	2694-13A	. COVER ASSY, PRESSURE . . . REFUELING / BREAKDOWN, F0010-00/ /ATTACHING PARTS/	1	*	A0000
2	AN4C10A	. BOLT	22		PA0ZZ
3	AN960416L	. WASHER	22		PA0ZZ
4	70307-23903	. CELL, FUEL RH /NHA A1-H60HA-110-400 F0131-00/ /F, F0002-00 AND F0003-00/	1		PA00D
5	MS24694C57	. SCREW /AP/	8		PA0ZZ

Indicates the end of attaching parts list

Identifies cross reference in another manual and figure #

Identifies attaching parts for next higher assembly

Identifies cross reference figure in same manual

Indicates interchangeable parts between models

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) (Continued)

Locating Parts When Part Number Is Not Known

The following Step-Action Table provides step-by-step procedures for locating parts when the part number is not known.

Scenario: While troubleshooting it was determined that the Auxiliary Power Unit (APU) generator needed to be replaced. By following the steps in the table below you can see how a part number can be found when it is not known.

STEP	ACTION	REMARKS
1	The applicable publication for the APU was identified by referring to the publication numbering system chart, located on page 27 of this lesson.	The applicable publication is A1-H60CA-240-400, Auxiliary Power Unit Systems.
2	In A1-H60CA-240-400, the title of the affected system was located in the Alphabetical Index, which lists the figure number.	The title of the affected system is Power Unit Assembly, Auxiliary and is located in figure F0002-00.
3	The generator was located in Figure F0002-00 and the index number was identified. The same index number was located in the GAPL. The part number was located in the part number column just to the right of the index number.	The index number is 78 which lists two part numbers. In the Usable on Code column we note that only one part number is usable on the HH-60J helicopter (P/N 28B262-35-C).

Locating Parts When Part Number Is Known

Refer to the Numerical Index (A1-H60CA-IPB-450) when the part number is known and you need to locate the part or determine where it is used. In this index locate the part number and note the Publication/ Figure/Index Number which identifies the location of the part.

Continued next page

HH-60J Illustrated Parts Breakdown (IPB) Practice

Directions

Answer the following questions on the Illustrated Parts Breakdown portion of this lesson. If you have trouble refer to the feedback on the following page.

Questions

1. Which manual listed below provides a list that is used to cross reference an aircraft part number to the Publication/Figure/Index number?
 - A. A1-H60CA-IPB-450
 - B. A1-H60HA-460-300
 - C. A1-H60HA-AML-000
 - D. A1-H60CA-GAI-000

 2. Which of the manuals listed below is an IPB?
 - A. A1-H60CA-410-100
 - B. A1-H60CA-410-200
 - C. A1-H60CA-410-300
 - D. A1-H60CA-410-400

 3. Which segment of the GAPL heading block provides a list of an assembly's attaching parts?
 - A. Index Number
 - B. Part Number
 - C. Description
 - D. SM&R Code

 4. If a part is interchangeable between different models of aircraft there will be a _____ in the Usable On Code block.
 - A. I
 - B. H
 - C. *
 - D. #
-

HH-60J Illustrated Parts Breakdown (IPB) Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the HH-60J Illustrated Parts Breakdown (IPB) section of this assignment beginning on page 3-35.

Answers

1. (A) A1-H60CA-IPB-450
 2. (D) A1-H60CA-410-400
 3. (C) Description
 4. (C) *
-

HH-60J Structural Repair Manual

Description

The HH-60J Structural Repair Manual is a series of three manuals. They are identified as follows:

1. A1-H60HA-SRM-000, Structural Repair Manual
 - This manual contains structural repair instructions for the HH-60J helicopter and utilizes the Work Package format. It also establishes a uniform practice for structural repair, acceptable to the contractor's designed purpose, and conforms to the required safety specifications.
 2. A1-H60CA-SRM-300, Corrosion Control Manual
 - This manual contains corrosion control instructions for the HH-60J helicopter, and it also utilizes the Work Package format. It establishes a uniform practice for corrosion control, acceptable to the contractor's designed purpose, and conforms to the required safety specifications.
 3. A1-H60HA-SRM-400, Illustrated Parts Breakdown
 - This IPB covers aircraft structures and is arranged in the same format as the maintenance manual IPB except for the fact that it contains it's own Numerical Index of Part Numbers. To locate parts in this manual, use the same procedures as in the maintenance manual IPB.
-

Updating Navy Technical Manuals

Introduction

All Navy technical manuals are updated through the issue of paper revisions or changes. The following types of updates are issued for Navy technical manuals:

- Revisions
 - Changes
 - Routine
 - Rapid Action
 - Interim Rapid Action
-

Update Title Page

A typical update title page is shown on the following page. The most important thing to remember when a publication update is received is to read the title page carefully. It provides the reader with the following information:

- Type of update
 - Aircraft type/equipment affected
 - Publication sponsor
 - Publication number
 - Special instructions/Supersedure Notice
-

Revisions

A revision is a subsequent edition of a manual which supersedes all previous editions. Revisions are not numbered, but are identified by the supersedure notice on the title page and a later issue date for the basic publication.

Installation: When installing a revision, remove the existing edition and replace it with the revised edition. Dispose of the old manual in accordance with the Destruction Notice on the title page.

Continued next page

Updating Navy Technical Manuals (Continued)

Routine Change

A routine manual change is the official release of replacement pages to portions of an existing document. This approach provides both an economical and expedient method of issuing new or corrected material to the user.

Numbering: Changes are numbered beginning with 1 and progressing sequentially until a Revision is issued for the manual. Before installing a change ensure that it is in the proper sequence.

Installation: When a change is issued, the recipient must remove the superseded pages and insert the new pages. In other words, a page-for-page replacement.

Identification: A change title page looks like the revision title page on the preceding page, except for the change number and issue date which appear under the publication number and issue date.

Rapid Action Changes

Rapid Action Changes are prepared and issued to expedite the dissemination of operation and maintenance change information of an urgent nature. There are two types of Rapid Action Changes:

1. Interim Rapid Action Change (IRAC)
 2. Formal Rapid Action Change (RAC)
-

Continued next page

Updating Navy Technical Manuals (Continued)

Interim RAC (IRAC)

An IRAC is prepared as a message (see example below) and is filed in the publication directly behind the title page. After inserting an IRAC, note its existence on the manual page to which it applies. Mark the specific change area affected in the outer margin of each page with a vertical line and write in the IRAC number.

Example

This is an example of an IRAC.

```
R001473          * * * * *
PRIORITY        *  U N C L A S S I F I E D  *
                * * * * *
```

ACT COGARD AR SC ELIZABETH CITY NC
ARSC ADMIN(1) ARSC SUPPLY(1)
ACT COGARD AIR STA ELIZABETH CITY NC
AIR STA E CITY ADMIN(1)

RUWFAEF T HELANTISUBRON FIVE
RUWFAEI T HELANTISUBRON EIGHT
P R 191200Z JAN 95 ZYB
FM DPRO SIKORSKY STRATFORD CT//RAQD//
TO AIG ONE SIX FIVE
AIG ONE ONE THREE SEVEN FIVE
BT
UNCLAS //NO4790//
SECTION 01 OF 02
MSGIR/GFNADMIN/DPRO SIKORSKY RAQD/8046/JAN//
SUBJ/SH-60H/J PROGRAM INTERIM RAPID ACTION CHANGE NO. 1
/TO TECHNICAL MANUAL A1-H60CA-150-300, ROTOR SYSTEMS,
/ORGANIZATIONAL MAINTENANCE//
NARR/REF A. A1-H60CA-150-300 DTD 31 MAY 1992, WITH CHG 3 DTD 8 AUGUST 1993//
RMKS/1. PURPOSE OF CHANGE: MAIN ROTOR HORN/SPINDLE METAL TO METAL WEAR
(E7B5-702-10-035, E70L-702-10-282)
2. DPRO SIKORSKY C. APONTE COMM (203) 384-7315.
3. DETAILED INFORMATION:

PAGE 02 RHFJSGG9379 UNCLAS
A. PEN AND INK CHANGES TO THE TECHNICAL CONTENT OF A MANUAL ARE NOT
AUTHORIZED. THE FOLLOWING TECHNICAL CONTENT CHANGE INFORMATION APPLIES TO
THE FOLLOWING REFERENCED PAGES AND PARAGRAPHS OF THE SUBJ MANUAL UNTIL
THE FORMAL CHANGE IS RELEASED. (CONTINUED NEXT PAGE)

```
* * * * *
*  U N C L A S S I F I E D  *
* * * * *
```

Continued next page



Updating Navy Technical Manuals (Continued)

Formal RAC (RAC)

A RAC is issued as a replacement for an IRAC (see illustration below) or as change pages when an IRAC has not been issued.

Numbering: Formal RACs are numbered, beginning with 1, consecutively throughout the life of the manual regardless of revisions to the subject manual. These RAC numbers are independent of and not affected by the routine change numbering system.

Installation: RACs are installed just like routine changes, by removing superseded pages and inserting new pages.

Example

This is an example of a RAC title page.

<p>A1-H60CA-490-200 6 June 1994 Rapid Action Change 1 - 26 August 1994</p> <hr/> <p>TECHNICAL MANUAL</p> <p>ORGANIZATIONAL MAINTENANCE TESTING AND TROUBLESHOOTING PROCEDURES</p> <p>UTILITY SYSTEMS</p> <p>NAVY MODEL HH-60H</p> <p>COAST GUARD MODEL HH-60J</p> <p>This RAC incorporates IRAC 1</p> <p>DISTRIBUTION STATEMENT C. Distribution authorized to U.S. Government agencies and their contractors to protect publications required for official use only.</p> <p>DESTRUCTION NOTICE - For Unclassified, limited documents, destroy by any method that will prevent disclosure of contents or reconstruction of the document.</p> <p>Published by Direction of Commander, Naval Air Systems Command</p> <hr/>

Updating Navy Technical Manuals Practice

Directions

Using the updates listed below, select the correct answers to questions 1 through 4. If you have trouble refer to the feedback on the following page.

- Revision
 - Routine Change
 - Rapid Action Change (RAC)
 - Interim Rapid Action Change (IRAC)
-

Questions

1. Which update is issued in message format and is filed directly behind the publication title page?
 2. This update is a complete new edition and replaces the existing publication in its entirety.
 3. Which two types of updates are installed as page-for-page replacements?
 4. Which type of publication update may be issued as a replacement for an Interim Rapid Action Change?
-

Updating Navy Technical Manuals Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Updating Navy Technical Manuals section of this assignment beginning on page 3-46.

1. Interim Rapid Action Change (IRAC)
 2. Revision
 3. Routine Change and Rapid Action Change
 4. Rapid Action Change
-

Air Force Technical Order System

Introduction

This portion of the lesson covers the Air Force Technical Order System and its application to Coast Guard Aviation.

Application

The Coast Guard uses the Air Force Technical Order System for maintaining its fleet of HC-130H Aircraft and airstation/aircraft fueling procedures.

List of Applicable Publications, (LOAP)

The List of Applicable Publications identifies USAF and USCG technical orders, USN (NAVAIR) technical manuals, and commercial technical publications applicable to the Coast Guard's HC-130H aircraft and support equipment.

This Coast Guard issued publication (1C-130H-01) is modeled after the Air Force LOAP , with updates and changes also issued by the Coast Guard.

The LOAP is easily identified by the publication number which ends with the digits 01.

Technical Order (TO) Numbering System

Introduction

The Air Force assigns numbers to technical orders (TOs) to identify categories or groupings, provide sequences for filing and indexing, and a means for users to order the TO.

Technical Order Categories

Category numbers help the user identify the subject matter of a TO. For a complete listing of Air Force TO categories, refer to Air Force TO 00-5-1. This TO lists all categories from 00 to 60. Only the following two categories will be discussed.

1. 00 General technical orders
 2. 1 Aircraft technical orders
-

General Technical Orders

Technical orders that are in this category normally contain data that is related to multiple categories or data that can't be identified with any other category.

The numbering pattern in category 00 technical orders uses three basic groups. Sometimes a fourth group is added to further separate and identify TOs. For details refer to TO 00-5-18, Chapter Three.

A complete listing of general manuals can be found in the List of Applicable Publications (LOAP). Listed below are three of the most commonly used general manuals.

1. 00-25-172 Ground Servicing of Aircraft and Static Grounding/
Bonding
 2. 00-5-1 Air Force Technical Order System
 3. 00-25-234 General Shop Practice Requirements for the Repair,
Maintenance, and Test of Electrical Equipment
-

Continued next page

Technical Order (TO) Numbering System (Continued)

Aircraft Technical Orders

There are two types of aircraft TOs:

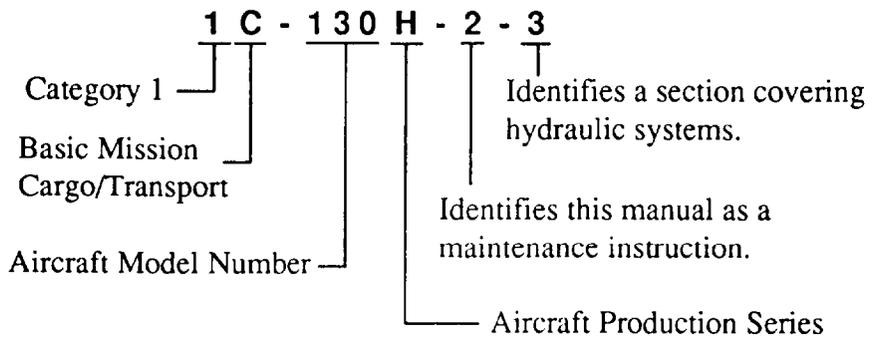
1. General Aircraft TOs contain information pertaining to more than one type of aircraft or more than one model within a specific type of aircraft. Listed below are some of the more commonly used general aircraft TOs.
 - 1-1-3 Inspection and Repair of Aircraft Integral Tanks and Fuel Cells
 - 1-1A-14 Installation Practices for Aircraft Electric and Electrical Wiring
 - 1-1B-50 Weight and Balance Manual
2. Aircraft specific TOs include flight and operations manuals, maintenance and overhaul instructions, inspection requirements, and specified procedures performed on an aircraft. Below is a list of aircraft specific manuals for the C-130 aircraft.
 - 1C-130H-1 Aircraft Flight Manual
 - 1C-130H-2-1 through 1C-130H-2-13 Maintenance Manuals
 - 1C-130A-3 Structural Repair Manual
 - 1C-130H-4 Illustrated Parts Breakdown

Continued next page

Technical Order (TO) Numbering System (Continued)

Aircraft Specific Technical Order Numbering System

This numbering system uses between three and six alphanumeric groups to identify manuals. The illustration below breaks down a typical C-130 maintenance manual, but for details on the numbering system, refer to Air Force TO 00-5-18.



Technical Order (TO) Numbering System Practice

Directions

In this exercise answer the questions. If you have trouble refer to the feedback on the following page.

Questions

1. Which manual provides a List of Applicable Publications (LOAP) for the HC-130H aircraft?
 - A. 1C-130H-01
 - B. 1C-130H-1
 - C. 1C-130H-2-1
 - D. 1C-130H-3

 2. In the Air Force technical order numbering system, aircraft TO identification numbers begin with _____.
 - A. 00
 - B. 1
 - C. 3
 - D. 14
-

Technical Order (TO) Numbering System Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Technical Order (TO) Numbering System section of this assignment beginning on page 3-56.

1. (A) 1C-130H-01
 2. (B) Aircraft TO numbers begin with the digit 1.
-

Aircraft Maintenance Manuals

Identification

Aircraft maintenance manuals are identified by a -2 following the aircraft production series letter. The -2 is followed by another dash number which identifies the applicable aircraft system. This becomes clear when reading the list of HC-130H maintenance manuals below.

HC-130H Maintenance Manuals

In the front section of each -2 series maintenance manual there is a list of technical manuals containing organizational maintenance instructions for the HC-130H aircraft. These manuals are:

- T.O. 1C-130H-2-1, General Airplane
 - T.O. 1C-130H-2-2, Ground Handling, Servicing and Airframe Maintenance
 - T.O. 1C-130H-2-3, Hydraulic Systems
 - T.O. 1C-130H-2-4, Power Plant
 - T.O. 1C-130H-2-5, Fuel Systems
 - T.O. 1C-130H-2-6, Instruments
 - T.O. 1C-130H-2-7, Electrical Systems
 - T.O. 1C-130H-2-8, Communication and Navigation Systems
 - T.O. 1C-130H-2-9, Flight Control Systems
 - T.O. 1C-130H-2-10, Utility Systems
 - T.O. 1C-130H-2-11, Propeller
 - T.O. 1C-130H-2-12, Landing Gear
 - T.O. 1C-130H-2-13, Airplane Wiring Diagrams
-

Continued next page

Aircraft Maintenance Manuals (Continued)

Information in Manuals

There are many different types of information found in maintenance manuals. Below is a table of some of these types of information, their location and title.

Information Needed	Location	Title
The purpose and/or any special aspects of the manual.	Front of manual	Introduction/foreword section
The location of general subject matter covered by the manual.	Front of manual	Table of Contents
The location of specific subject matter covered by the manual.	Back of manual	Index
A listing of the different illustrations and their location in a manual.	Front of manual	List of Illustrations
A listing of the different information/fact tables and their location in a manual.	Front of manual	List of Tables
A listing of supplemental materials and their location in a manual.	Front of manual	List of Appendices
A reference list of the consumable materials/special tools required to do the tasks described in that section.	Front of each section	List of Consumables/Special tools
A list of the warnings/cautions in the manual.	Front of manual	Lists of Warnings or Safety Cautions
A list of terms that apply to the manual and their definitions.	Front or back of manual	Glossaries
A list of the reference sources used to write the manual.	Front or back of manual	List of References

Aircraft Maintenance Manuals Practice

Directions

In this exercise answer the questions. If you have trouble refer to the feedback on the following page.

Questions

1. In the Air Force TO numbering system, aircraft maintenance manuals are identified by a _____ following the production series letter.

A. -4
B. -3
C. -2
D. -1

 2. State the title and location of the section you would refer to for looking up specific subject matter covered in a maintenance manual. _____
-

Aircraft Maintenance Manuals Feedback

Feedback

Compare your answers to the feedback below. If you had trouble with this exercise review the Aircraft Maintenance Manuals section of this assignment beginning on page 3-61.

1. (C) -2
 2. Title: Index
Location: Back of manual
-

Illustrated Parts Breakdown

Introduction

The Illustrated Parts Breakdown (C.G.T.O. 1C-130H-4) has been prepared to list the items necessary for the support of the HC-130H, 1500-1700 series aircraft. This breakdown assists Coast Guard personnel in identifying, requisitioning, and issuing parts.

This manual has been tailored after the Air Force (A.F.T.O. 1C-130H-4) Illustrated Parts Breakdown to fit the Coast Guard needs.

Sections of the Illustrated Parts Breakdown

The parts listed in the IPB are arranged in disassembly sequence within the Major Groups or Systems listed below:

- Volume 1 - Airframe
- Volume 2 - Hydraulics System
- Volume 3 - Fuel System
- Volume 4 - Utilities Pneumatic System
- Volume 5 - Flight Controls & Instrument System
- Volume 6 - Electrical System
- Volume 7 - Electronic System
- Volume 8 - Power Plant
- Volume 9 - Aerospace Ground Equipment
- Volume 10 - Numerical Index

Consult the Table of Contents for the system, installation, or assembly breakdown within each volume.

Continued next page

Illustrated Parts Breakdown (Continued)

Locating Part When the Part Number is not Known

To locate a part when the part number is unknown, follow the Step-Action Table below while referring to the illustration on the following page.

Step	Action
1	Determine in what system of the aircraft the part is used. Then establish the function of the part in that system. Having determined the system and function of the part, turn to the Table of Contents of the applicable manual. From the system titles, select the title and page number most likely to contain the desired part.
2	Turn to the page indicated and locate the desired part on the illustration.
3	From the illustration, obtain the Index Number assigned to the part desired. Refer to the accompanying nomenclature for specific information regarding the part.

Continued next page

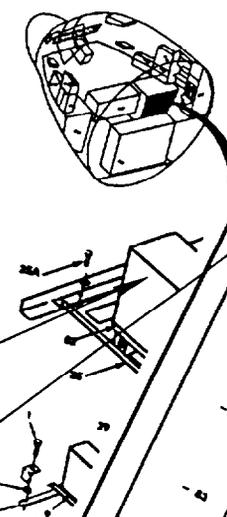
Illustrated Parts Breakdown (Continued)

**Locating Part
When Part Number
is not Known
(Continued)**

Follow the Step-Action Table on the preceding page while referring to the illustration below.

TABLE OF CONTENTS

Sect-Vol-Fig	Title	Page Number
I.	INTRODUCTION (SEE VOLUME 1)	
II.	GROUP ASSEMBLY PARTS BREAKDOWN	
7-1.	Airplane Complet	
	FUSELAGE ELECTRI	
7-2.	Deleted	
7-3.	Deleted	
7-4.	Deleted	
7-5.	Deleted	
7-6.	Nose Radar ..	
7-7.	Deleted	
7-8.	Left Hand	
7-9.	Left Hand	
7-10.	Left Hand	
7-11.	Forward	
7-12.	Right Ma	
7-13.	Right M	
7-14.	Right i	
7-15.	Aft Ce	
7-16.	Aft C	
7-17.	Aft c	
7-18.	Dele	
7-19.	Rad /1	
7-20.	Re	
7-21.	D	
7-22.	I	
7-23.		
7-24.		



Part	VOL-FIG-FIG AND FIG NUMBER	PART NUMBER	DESCRIPTION
7-14	- 85	MS2778-4	RECORDING
	- 86	MS2777-4	RETAINER
	- 87	AN5250A	NUT
	- 88	MS2781-2107	RECEIVER-TRANSMITTER / RT-1522/APP-318 /
	- 89	MS2781-0505	TRAIL INSULATING PARTS 4 PIN 170-20-3-20-4-20
	- 90	MS2204-242	SCREW
	- 91	AN5250A	WASHER
	- 92	MS2102-28	NUT
	- 93	330181-23	ATTACHING PARTS
	- 94	AN5250-20130	WASHER
	- 95	MS2102-28	NUT
	- 96	MS2102-28	ATTACHING PARTS
	- 97	MS2102-28	WASHER
	- 98	MS2102-28	NUT
	- 99	MS2102-28	ATTACHING PARTS
	- 100	MS2102-28	WASHER
	- 101	MS2102-28	NUT
	- 102	MS2102-28	ATTACHING PARTS
	- 103	MS2102-28	WASHER
	- 104	MS2102-28	NUT
	- 105	MS2102-28	ATTACHING PARTS
	- 106	MS2102-28	WASHER
	- 107	MS2102-28	NUT
	- 108	MS2102-28	ATTACHING PARTS
	- 109	MS2102-28	WASHER
	- 110	MS2102-28	NUT
	- 111	MS2102-28	ATTACHING PARTS
	- 112	MS2102-28	WASHER
	- 113	MS2102-28	NUT
	- 114	MS2102-28	ATTACHING PARTS
	- 115	MS2102-28	WASHER
	- 116	MS2102-28	NUT
	- 117	MS2102-28	ATTACHING PARTS
	- 118	MS2102-28	WASHER
	- 119	MS2102-28	NUT
	- 120	MS2102-28	ATTACHING PARTS
	- 121	MS2102-28	WASHER
	- 122	MS2102-28	NUT
	- 123	MS2102-28	ATTACHING PARTS
	- 124	MS2102-28	WASHER
	- 125	MS2102-28	NUT
	- 126	MS2102-28	ATTACHING PARTS
	- 127	MS2102-28	WASHER
	- 128	MS2102-28	NUT
	- 129	MS2102-28	ATTACHING PARTS
	- 130	MS2102-28	WASHER
	- 131	MS2102-28	NUT
	- 132	MS2102-28	ATTACHING PARTS
	- 133	MS2102-28	WASHER
	- 134	MS2102-28	NUT
	- 135	MS2102-28	ATTACHING PARTS
	- 136	MS2102-28	WASHER
	- 137	MS2102-28	NUT
	- 138	MS2102-28	ATTACHING PARTS
	- 139	MS2102-28	WASHER
	- 140	MS2102-28	NUT
	- 141	MS2102-28	ATTACHING PARTS
	- 142	MS2102-28	WASHER
	- 143	MS2102-28	NUT
	- 144	MS2102-28	ATTACHING PARTS
	- 145	MS2102-28	WASHER
	- 146	MS2102-28	NUT
	- 147	MS2102-28	ATTACHING PARTS
	- 148	MS2102-28	WASHER
	- 149	MS2102-28	NUT
	- 150	MS2102-28	ATTACHING PARTS
	- 151	MS2102-28	WASHER
	- 152	MS2102-28	NUT
	- 153	MS2102-28	ATTACHING PARTS
	- 154	MS2102-28	WASHER
	- 155	MS2102-28	NUT
	- 156	MS2102-28	ATTACHING PARTS
	- 157	MS2102-28	WASHER
	- 158	MS2102-28	NUT
	- 159	MS2102-28	ATTACHING PARTS
	- 160	MS2102-28	WASHER
	- 161	MS2102-28	NUT
	- 162	MS2102-28	ATTACHING PARTS
	- 163	MS2102-28	WASHER
	- 164	MS2102-28	NUT
	- 165	MS2102-28	ATTACHING PARTS
	- 166	MS2102-28	WASHER
	- 167	MS2102-28	NUT
	- 168	MS2102-28	ATTACHING PARTS
	- 169	MS2102-28	WASHER
	- 170	MS2102-28	NUT
	- 171	MS2102-28	ATTACHING PARTS
	- 172	MS2102-28	WASHER
	- 173	MS2102-28	NUT
	- 174	MS2102-28	ATTACHING PARTS
	- 175	MS2102-28	WASHER
	- 176	MS2102-28	NUT
	- 177	MS2102-28	ATTACHING PARTS
	- 178	MS2102-28	WASHER
	- 179	MS2102-28	NUT
	- 180	MS2102-28	ATTACHING PARTS
	- 181	MS2102-28	WASHER
	- 182	MS2102-28	NUT
	- 183	MS2102-28	ATTACHING PARTS
	- 184	MS2102-28	WASHER
	- 185	MS2102-28	NUT
	- 186	MS2102-28	ATTACHING PARTS
	- 187	MS2102-28	WASHER
	- 188	MS2102-28	NUT
	- 189	MS2102-28	ATTACHING PARTS
	- 190	MS2102-28	WASHER
	- 191	MS2102-28	NUT
	- 192	MS2102-28	ATTACHING PARTS
	- 193	MS2102-28	WASHER
	- 194	MS2102-28	NUT
	- 195	MS2102-28	ATTACHING PARTS
	- 196	MS2102-28	WASHER
	- 197	MS2102-28	NUT
	- 198	MS2102-28	ATTACHING PARTS
	- 199	MS2102-28	WASHER
	- 200	MS2102-28	NUT

Continued next page

Illustrated Parts Breakdown (Continued)

Numerical Index Page

The Numerical Index Guide is located in the last section of the the Illustrated Parts Breakdown. This guide provides a cross-reference of part numbers to Volume-Figure and Index Numbers.

Refer to the table below and the example on the following page for a description of the Numerical Index.

Ref #	Description	Function
1	Part Number	Part numbers are listed in the Numerical Index in alphanumerical order.
2	Volume-Figure and Index Number	Major components are indexed and referenced to a volume and figure number of the IPB, where a detailed illustration and breakdown is shown.
3	Source Codes	These codes provide information concerning replacement parts used for minor repair and overhaul.
4	Recoverability Codes	Identify the repairable character of aircraft equipment and parts and identifies the depth of repair and the level of maintenance at which repair will be accomplished.

For detailed information on the Numerical Index refer to the Introduction of C.G.T.O. 1C-130H-4.

Continued Next Page

Illustrated Parts Breakdown (Continued)

Numerical Index
Page Example

Refer to the example below while reading the table on the preceding page.

CGTO 1C-130H-4				CGTO 1C-130H-4			
PART NUMBER	VOLUME-FIGURE AND INDEX NUMBER	QTY PER ART.	SMR CODE	PART NUMBER	VOLUME-FIGURE AND INDEX NUMBER	QTY PER ART.	SMR CODE
	1-44 -				4-37 - 99		
	1-44 -			013-1616-010	7-35 - 90	7	
	1-44 -				7-35 -129		
	1-44 -				7-35 -129		
	1-44 -				7-35 -132		
	1-44 -				7-35 -132		
	1-44 -				7-35 -132		
	1-44 -				7-35 -142B		
	1-44 -			0164-08	7-7 - 4	16	
	1-45 -			0164-11	7-7 - 6	16	
	1-45 -			020-001-002	1-113 - 31	2	
	1-45 -				3-20 - 18		
	1-45 -			020-001-003	1-113 - 87	2	
	1-45 -				3-20 - 72		
	1-45 -			020-001-004	1-113 - 88	2	
	1-44 -				3-20 - 73		
	1-44 -			020-001-005	1-113 - 32	2	
	1-44 -				3-20 - 19		
M98292-1-130	2-7 -	2	PA	023548	1-105 -	2	PA
M98292-1-140	2-7 -	3	PA	026977	7-14 - 75	2	
M98292-2-160	2-7 -	4			7-17 - 205		
M98292-2-170	2-7 -	3	PA	0310	5-36 - 17	1	
M98292-4-360	2-8 -	6	PA	0313	5-36 - 18	1	
XB10372	1-89 -	18	PA	034710	4-15 - 40	2	
	1-89 -				4-15 - 53		
XLT406UD60P18	6-19 - 6	2		0407-279	7-7 - 3	16	
	6-19 - 7			0424-014	7-7 - 5	16	
XLT406UD60P18	6-18 - 5	8		0424-018	7-7 - 7	16	
	6-19 - 5			05-611-313-2	1-42 - 24	1	PA
XMC0036H1	1-33 -154	3	PA	050-002-001	1-113 -140	2	
	1-33 -171				3-20 - 71		
XM20047-1226	1-33 -157	2	PA	0701032LN	4-37 -	14	
XM20047-1796	1-33 -174	1			4-37 -		
XM20256-1306-653	1-33 -163	3	PA	072254-512	6-25 -261	1	
	1-33 -177			08-8422-0011	2-7 - 4	3	
XM20343-125084	1-33 -164	2	PA		2-8 -129		
XM20343-161084	1-33 -176	1			2-9 - 41		
XM20345-318-46	1-33 -	3		08-8424-0011	2-10 - 48	1	
	1-33 -158			080-001-001	1-113 - 33	ALT	
XM20419-3	6-15 - 51	3		080-001-002	1-113 - 83	ALT	
	6-15 - 51A			080-001-003	1-113 - 34	ALT	
XM20829	1-33 -	2	PA	080-001-004	1-113 - 85	ALT	
XM20829-2	1-33 -175	1		080-001-005	1-113 - 82	ALT	
XM20830	1-33 -	2	PA	080-001-007	1-113 - 84	2	
YD146MILG3278	1-38 - 7	2	PA	0856M11	4-33 - 72	2	
YTA106A	1-105 - 41	2		0856M12	4-33 - 73	2	
ZHS44-1	4-29 - 7	2		1	1-89 - 53	1	PA
	4-30 - 14			1 1-2	1-94 - 85	2	XA
ZM1	1-55 - 89	2	PA	1-0307608	8-6 - 10	2	PA
0N501620	7-23 -117	2		1-03512008	1-7 - 15	8	PA
00000C522	7-33 -108	1			1-7 - 59		
00000C524	6-25 -371	1			1-16 - 25		
000000523	7-22 -187A	1			1-17 - 22		
001-0315	1-12 - 21	8			3-5 - 78		
	1-25 - 52A				3-7 -152		
001-5539	1-22 - 57	13			3-10 - 64		
	1-23 - 68				3-13 -159		
	1-25 - 52D			1-03512012	1-14 - 20	8	PA
001-5540	1-22 - 55B	1			1-16 - 24		
001-8027	1-12 - 22	4			1-17 - 18		
001-8435	1-19 - 79	9			1-17 - 21		
	1-22 - 57				3-4 -175		
001-8452	1-25 - 52B	2			3-7 -151		
001-8453	1-25 - 52C	2			1-6 - 48	4	P1 XB3
0060-0055A	1-90 - 11	1		1-03512016	1-7 - 60		
01-1845	6-12 - 43	ALT	PA		3-5 - 77		
01M217300	9-16 - 15	1		1-0351208	1-6 - 47	3	P1 XB3
011032P042	4-37 - 95	14					

CHANGE 2 2-41

Continued next page

Illustrated Parts Breakdown (Continued)

Nomenclature Page Table

The table below provides a descriptive breakdown of an IPB nomenclature page. While reading this table refer to the example on the following page.

Ref #	Description	Function
1	Title	For consistency, the title of the Nomenclature Page is identical to the title of the Illustration and Table of Contents.
2	Volume and Figure	This column identifies the Volume and Figure number.
3	Index Number	Index numbers are assigned to assemblies and/or components of assemblies in order to permit cross-reference between the Illustration and Nomenclature.
4	Part Number	The Part Number for each part is taken from the production drawing, the specification drawing, or the Military Standards Book.
5	Description	The nomenclature for each part number is the actual title taken from the production drawing of the part. In some instances modifiers have been added to ensure ready identification and application of the part.
6	Indentations	The method used to identify the relationship of one part to another is indenting each parts nomenclature. For example, a nomenclature which starts in column 3 is a component of parts directly above it with nomenclature starting in column 2.

Continued next page

Illustrated Parts Breakdown (Continued)

Nomenclature Page Example

Refer to this example Nomenclature Page while reading the table on the preceding page.

Ref #	VOLUME-ROUTE AND INDEX NUMBER	PART NUMBER	DESCRIPTION							UNITS PER ASSY	USEABLE ON CODE
			1	2	3	4	5	6	7		
Ref # 1											
Ref # 2	1-15	3319673-1 3319673-1									REF REF
Ref # 3		3319673-2 3319673-2									REF REF
		351886-3									NP
		351886-4									NP
	- 1	342307									2
Ref # 4	- 2	341240-1									1
		341240-2									1
Ref # 5		351887-3									NP
		351887-4									NP
Ref # 6	- 3	342308									1

Illustrated Parts Breakdown Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

1. Which of the manuals listed below assists Coast Guard personnel in identifying, requisitioning, and issuing parts?
 - A. C.G.T.O. 1C-130H-1
 - B. C.G.T.O. 1C-130H-2
 - C. C.G.T.O. 1C-130H-3
 - D. C.G.T.O. 1C-130H-4

 2. When you need to locate a part and the part number is known, which section of the IPB should you refer to first?
 - A. Table of Contents
 - B. Numerical Index
 - C. Parts Breakdown
 - D. Airframe Section

 3. The number that provides a cross-reference between the illustration and the nomenclature is the _____.
-

Illustrated Parts Breakdown Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Illustrated Parts Breakdown section of this assignment beginning on page 3-65.

1. (D) C.G.T.O. 1C-130H-4
 2. (B) Numerical Index
 3. Index Number
-

Technical Order Updates

Introduction

Periodic updating of publications is necessary due to modified information within the text of a manual. Updates either add information or replace existing information. Your unit receives updates in the mail from the Updating Authority to provide you with the latest maintenance information. You may then be required to install these updates in your shop's T.O.s.

Types of Updates

You will experience the following types of Air Force issued updates:

- Revisions
 - Rescissions
 - Changes
 - Technical Order - Page Supplements (TOPS)
 - Operational Supplements
 - Safety Supplements
-

Revisions

Revisions are completely new editions of technical orders. All previous supplements and changes are incorporated into a new manual with a new basic issue date.

Rescissions

A Rescission is issued to notify users that information is no longer required or is incorporated in other publications. Official notification of all rescissions is provided by appropriate entries in TO indexes.

Continued next page

Technical Order Updates (Continued)

Changes

Changes are updated pages which replace existing pages in publications. A change consists of the following parts: A new Title Page for the manual (see example below), a new Table of Contents, and new text pages.

Example

This is an example of a typical change title page.

<p style="text-align: right;">T.O. 1C-130H-2-2</p> <hr/> <p style="text-align: center;">TECHNICAL MANUAL</p> <p style="text-align: center;">MAINTENANCE INSTRUCTIONS</p> <p style="text-align: center;">GROUND HANDLING, SERVICING AND AIRFRAME MAINTENANCE</p> <p style="text-align: center;">USAF SERIES</p> <p style="text-align: center;">AC-130U, C-130H, HC-130(H)N, AND LC-130H</p> <p style="text-align: center;">AIRCRAFT</p> <p style="text-align: center;">SERIAL NO.</p> <p style="text-align: center;">AF74-01658 AND UP</p> <p style="text-align: center;"><small>Lockheed Aeronautical Systems Company (98897) F33657-78-C-0306 F33657-90-C-0071</small></p> <p><small>DISTRIBUTION STATEMENT - Distribution authorized to U.S. Government agencies and their contractors (Administrative or Operational Use) (1 June 1967). Other requests for this document shall be referred to WR-ALC/TILT, Robins AFB, GA 31099-6606.</small></p> <p><small>WARNING - This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C., Sec 2761 et seq.) or the Export Administration Act of 1979, as amended (Title 50, U.S.C., App. 2401 et seq.). Violations of these export laws are subject to severe criminal penalties.</small></p> <p><small>HANDLING AND DESTRUCTION NOTICE - Comply with distribution statement and destroy by any method that will prevent disclosure of the contents or reconstruction of the document.</small></p> <p style="text-align: center;"><small>Published under authority of the Secretary of the Air Force</small></p> <hr/> <p style="text-align: right;">1 FEBRUARY 1979 CHANGE 61 - 23 AUGUST 1993</p>
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Continued next page

Technical Order Updates (Continued)

Technical Order Page Supplements (TOPS)

Technical Order Page Supplements (TOPS) are updates that are issued when circumstances do not permit issuing a standard change. They are issued on green paper and consists of a title page and text pages. The text pages do not replace but supplement existing pages and are installed in the publication facing the page that it supplements.

Example

This is an example of a typical TOPS title page

TO 1C-130H-2-2TP-10
TECHNICAL ORDER PAGE SUPPLEMENT
TECHNICAL MANUAL
MAINTENANCE INSTRUCTIONS
GROUND HANDLING, SERVICING
AND
AIRFRAME MAINTENANCE
USAF SERIES
AC-130U, C-130H, HC-130(H)N, AND LC-130H
AIRCRAFT
SERIAL NO.
AF74-01658 AND UP
<small>THIS PUBLICATION SUPPLEMENTS TO 1C-130H-2-2, DATED 1 FEBRUARY 1979, CHANGED 8 DECEMBER 1992, AND IS APPLICABLE TO SYSTEMS/EQUIPMENT MODIFIED BY TO 1C-130-1375C (MICROWAVE LANDING SYSTEM MODIFICATION).</small>
<small>DISTRIBUTION STATEMENT - Distribution authorized to U.S. Government agencies and their contractors (Administrative or Operational Use) (15 October 1993). Questions concerning technical content should be directed to WR-ALC/LBLRT. Other requests for this document shall be referred to WR-ALC/TILTA, Robins AFB, GA 31098-1637.</small>
<small>WARNING - This document contains technical data whose export is restricted by the Arms Export Control Act (Title 22, U.S.C. Sec 2751 et seq) or the Export Administration Act of 1979, as amended (Title 50, U.S.C., App 2401 et seq). Violators of these export laws are subject to severe criminal penalties.</small>
<small>HANDLING AND DESTRUCTION NOTICE - Comply with distribution statement and destroy by any method that will prevent disclosure of the contents or reconstruction of the document.</small>
<small>PUBLISHED UNDER AUTHORITY OF THE SECRETARY OF THE AIR FORCE</small>
<small>ASAC 5446, DA</small>
15 OCTOBER 1993
LIST OF EFFECTIVE PAGES
<small>Dates of issue for TOPS affected herein are:</small>
<small>TP-9 15 February 1993</small>
<small>TP-10 15 October 1993</small>
<small>NOTE: TOPS data pages do not supersede pages of basic TO. TOPS data pages shall be inserted facing the amended page in basic TO. Remove superseded and deleted TOPS pages. Add new or superseding TOPS pages contained in this TOPS. Retain unchanged TOPS pages. Total number of pages in this TOPS is 6.</small>

Continued next page

Technical Order Updates Practice

Directions

In this exercise match the title of each publication update with the correct description. If you have trouble refer to the feedback on the following page.

Update Title	Description
1. _____ Revision	A. This update is issued on green paper and is installed facing the page that it affects.
2. _____ Rescission	B. The pages in this update replace existing pages in publications.
3. _____ Change	C. This update is issued to update flight safety information and the title page is bordered with "SS" printed in red.
4. _____ TOPS	D. This is a notice that information is no longer required or is incorporated in other publications.
5. _____ Operational Supplement	E. This update is issued when mission essential operational deficiencies exist and the title page is bordered with "OS" printed in black.
6. _____ Safety Supplement	F. This update is a complete new edition of a publication.

Installing Updates

Procedures

When installing any update the first thing that you should do is read the title page and compare it to the T.O. that you are about to install it in. This will ensure that you have the correct T.O. and also alert you to any special instructions. The step-action table below provides installation procedures for the various types of Air Force issued updates.

Step	Action	
1	Ensure the T.O. number on the Update matches the number of the T.O.	
2	If you have	Then
	Changes	Replace superseded pages with replacement pages.
	Technical Order Page Supplements (TOPS)	Place the Technical Order Page Supplement title page under all Operational Supplements. Place TOPS page(s) facing the amended pages in the T.O. (do not remove amended pages).
	Safety Supplements	Read and follow the instructions. Install in the front of the T.O. before any other pages.
	Operational Supplements	Read and follow the instructions. Install directly under all Safety Supplements and above all TOPS.
	Revisions	Remove the obsolete T.O. and install the revision.
	Rescissions	Remove outdated information as required.
3	Ensure T.O. pages are sequenced as shown in T.O. Updates Filing Guide.	

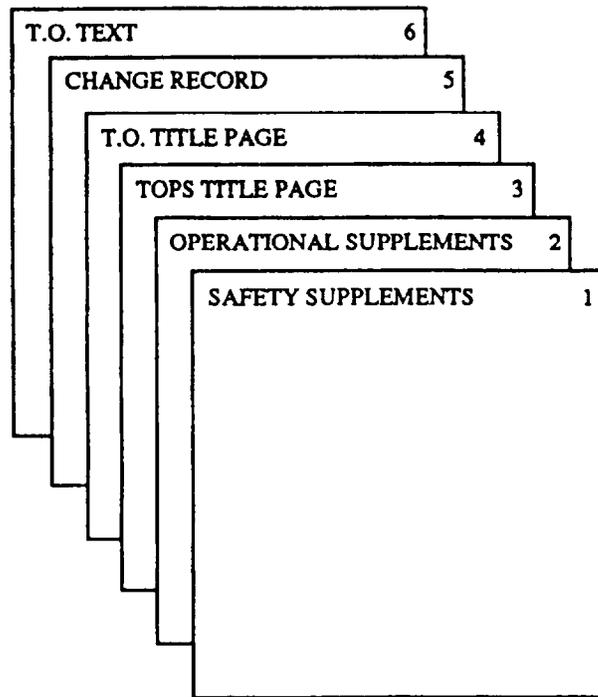
After installing any type of update be sure to sign and date the Change Record Page.

Continued next page

Installing Updates (Continued)

T.O. Updates Filing Guide

The title page identifies each type of update. The diagram below shows the filing sequence of updates in a Technical Order.



Installing Updates Practice

Directions

Answer the following question on installing updates. If you have trouble refer to the feedback on the following page.

Question

1. Match each update title with the proper installation procedure.

Update Title	Installation Procedure
1. _____ Revision	A. This update is installed facing the page that it affects and place the title page under Operational Supplements.
2. _____ Rescission	B. To install this update read and follow the instructions and place after all Safety Supplements and before all TOPS.
3. _____ Change	C. To install this update remove superceeded pages and install replacement pages.
4. _____ TOPS	D. To install this update read and follow the instructions and place in the front of the T.O. before any other pages
5. _____ Operational Supplement	E. This update is installed by replacing an entire T.O.
6. _____ Safety Supplement	F. For this update simply remove the outdated information.

Installing Updates Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Installing Updates section of this assignment beginning on page 3-85.

Update Title	Installation Procedure
1. <u>E</u> Revision	A. This update is installed facing the page that it affects and place the title page under Operational Supplements.
2. <u>F</u> Rescission	B. To install this update read and follow the instructions and place after all Safety Supplements and before all TOPS.
3. <u>C</u> Change	C. To install this update remove superceeded pages and install replacement pages.
4. <u>A</u> TOPS	D. To install this update read and follow the instructions and place in the front of the T.O. before any other pages
5. <u>B</u> Operational Supplement	E. This update is installed by replacing an entire T.O.
6. <u>D</u> Safety Supplement	F. For this update simply remove the outdated information.

Coast Guard Directives

Introduction

Up to now this lesson has covered Navy and Air Force (Department of Defense) directives (publications). This portion of the lesson covers Coast Guard publications that are applicable to Coast Guard aviation, and consist of the following directives:

- Commandant Instructions
 - Coast Guard Technical Orders
 - Aviation Computerized Maintenance System (ACMS)
-

Commandant Instructions

Introduction

These instructions form the basis of the USCG directive system. Detailed information concerning the status and authorized allowances of these directives is contained in the Directives, Publications, and Reports Index (COMDTNOTE 5600).

Numbering System

The table below lists the 14 major numerical subject groups into which all directives are divided. While the majority of the directives on aeronautical material are assigned subject classification numbers in the 13000 series, there are many other directives of interest to aviation personnel. For specific details on the Coast Guard directive numbering system, refer to COMDTINST M5210.5 (Standard Subject Identification Code Manual).

Directives Numerical Subject Groups	
Numerical Series	Subject
1000	Military Personnel
2000	Communications
3000	Operations and Readiness
4000	Logistics
5000	General Administration and Management
6000	Medicine and Dentistry
7000	Financial Management
8000	Ordnance Material
9000	Ship Design and Material
10000	General Material
11000	Facilities and Activities Ashore
12000	Civilian Personnel
13000	Aeronautical Material
16000	Coast Guard Missions

Coast Guard Technical Order System

Introduction

The Coast Guard Technical Order (CGTO) system provides technical information and instructions on the operation, installation, maintenance, inspection, or modification of Coast Guard aviation systems and equipment. There are two types of Coast Guard technical orders:

1. Coast Guard Technical Order (CGTO)
 2. Coast Guard Time Compliance Technical Order (CGTCTO)
-

Precedence

In order to avoid duplication of information, the Coast Guard utilizes other service technical publications as much as possible. Sometimes information presented in one publication disagrees with other publications. When this happens, follow the publication order of precedence (see note below).

NOTE

When conflicting information exists, ACMS Maintenance Procedure Cards (MPC's) shall take precedence over CGTO's, which take precedence over DOD publications.

Compliance

Compliance with all Coast Guard technical orders is mandatory. Technical orders play a critical role in achieving system and equipment readiness. Commanding officers will ensure that activities under their jurisdiction are aware of the need for full compliance, effective use, and economical operation of the technical order system.

Coast Guard Technical Orders

Introduction

Coast Guard Technical Orders (CGTO's) are printed directives of long term nature, e.g., maintenance manual. The HU-25 and the HH-65 maintenance publications are commercial publications that have been assigned CGTO numbers. There are some exceptions where specific equipment has received a DOD designation and is supported by DOD publications.

NOTE

The HU-25 and the HH-65 flight manuals are written to military (DOD) specifications.

List of Applicable Publications

A List of Applicable Publications (LOAP) list all the technical manuals applicable to the operation and maintenance of a particular aircraft. The table below is a cross reference of Coast Guard aircraft to their applicable LOAP, which is issued by the Coast Guard. Each LOAP number ends in 01 which identifies it as a LOAP.

Aircraft	List of Applicable Publications (LOAP)
HC-130	CGTO 1C-130H-01
HU-25	CGTO 00-25A-01
HH-65	CGTO 1H-65A-01

Coast Guard Technical Order Numbering and Indexing

Publication updating, maintenance, and numbering of the Coast Guard Technical Order System is based upon the Air Force Technical Order System (refer to the Air Force section of this lesson). However, the commercial publications that cover the HH-65 and the HU-25 aircraft are indexed by the civilian Airline Transport Association (ATA) Specification 100 standard.

Coast Guard Technical Orders Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

1. The majority of directives concerning aeronautical material are assigned subject classification series number _____.
 2. When conflicting information appears in ACMS maintenance procedure cards and CG technical orders, which one takes precedence? _____
 3. Which publication lists all technical manuals applicable to the operation and maintenance of the HH-65 helicopter?
 - A. C.G.T.O. 1C-130H-01
 - B. C.G.T.O. 00-25A-01
 - C. C.G.T.O. 1H-65A-01
 - D. C.G.T.O. 1H-65A-2-01
-

Coast Guard Technical Orders Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Coast Guard Directives section of this assignment beginning with Commandant Instructions on page 3-92.

Answers

1. 13000
 2. ACMS maintenance procedure cards
 3. (C) C.G.T.O. 1H-65A-01
-

ATA Specification 100

Description

The Airline Transport Association (ATA) of America Specification 100 is used to:

- Provide a standard for the presentation of manufacturer's technical data for aircraft, engines, and components
 - Number chapters of a manual and to number specific component or equipment manuals for the HU-25 and HH-65 aircraft
 - Assign Computerized Maintenance System Code Numbers to ACMS Cards
 - Assign numbers to Coast Guard Time Compliance Technical Orders
-

ATA Format

Coast Guard technical order content organization is accomplished on four levels: aircraft group, system/chapter, sub-system/section, and unit/subject. The table below is a cross-reference of aircraft groups to chapter numbers and identifies the subject matter.

ATA Format		
Group	Chapters Included	Information Covered
1. Aircraft General	5 - 19	General Information About the Aircraft
2. Airframe Systems	20 - 59	Aircraft Systems and Equipment
3. Propellers	60 - 69	Propeller Systems
4. Power Plants	70 - 90	Power Plant Systems
5. Miscellaneous	91	Charts

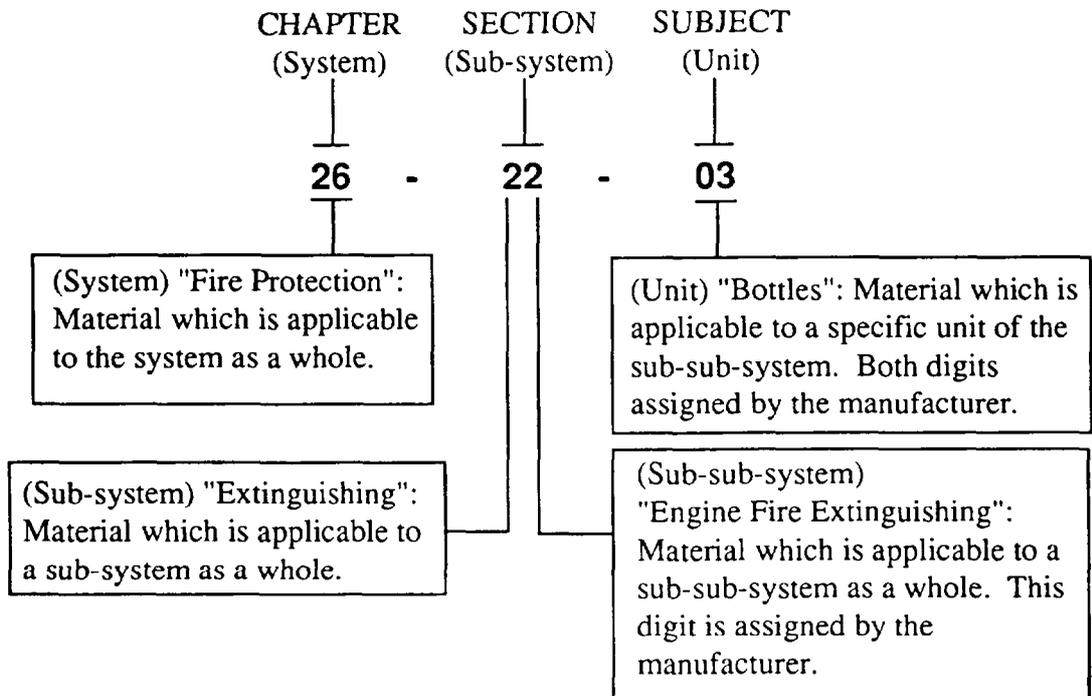
For a complete cross-reference listing of ATA chapters to subject matter refer to enclosure 8 of COMDTINST M13020.1 (series).

Continued next page

ATA Specification 100 (Continued)

ATA Numbering System

This numbering system provides a means for dividing material into chapter, section, and subject. Individual page numbers are listed below the ATA number. The ATA number is comprised of three elements which consist of two digits each, e.g., 26-22-03 (see illustration below).



ATA Specification 100 Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

1. A complete cross reference listing of ATA chapters to subject matter can be found in _____.
 2. The first two digits of the ATA number identify the _____.
 - A. Chapter
 - B. Section
 - C. Subject
 - D. Unit
-

ATA Specification 100 Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the ATA Specification 100 section of this assignment beginning on page 3-99.

Answers

1. COMDTINST M13020.1 (series)
 2. (A) Chapter
-

HH-65 Technical Orders

Identification

As mentioned earlier, the HH-65 technical orders sponsored by the Coast Guard are identified by a numbering system that is based on the Air Force system. For a description of the numbering system, refer back to the Air Force section of this lesson. The table below lists the most commonly used HH-65 technical orders.

AIRCRAFT MANUALS	
USCG T.O. NUMBER	TITLE
1H-65A-1	HH-65A Flight Manual
1H-65A-2-1	HH-65A Maintenance Manual
1H-65A-2-2	HH-65A Wiring Diagram Manual
1H-65A-2-3	HH-65A Avionics Systems Maintenance Manual
1H-65A-3	HH-65A Structural Repair Manual
1H-65A-4	HH-65A Illustrated Parts Catalog
ENGINE MANUALS	
USCG T.O. NUMBER	TITLE
1H-65A-11-72-2B-2	LTS-101-750B-2 Maintenance Manual
1H-65A-11-72-4B-2	Illustrated Parts Catalog
1H-65A-11-72-11B-2	LTS-101-750B-2 Overhaul Manual

These publication numbers are based on the Air Force system, but once inside the manuals the chapters and page numbers are based on the ATA system, with the exception of the flight manual.

HU-25 Technical Orders

Identification

The HU-25 aircraft technical orders are also identified by the Air Force-based numbering system. But again, once inside the manuals, the chapters and page numbers are based on the ATA system with the exception of the flight manual. The table below lists the most commonly used HU-25 technical orders.

AIRCRAFT MANUALS	
USCG T.O. NUMBER	TITLE
1U-25A-1	HU-25A Flight Manual
1U-25A-2	HU-25A Maintenance Manual
1U-25A-2-8	HU-25A Avionics Operation and Maintenance Manual
1U-25A-2-9	HU-25A Wiring Diagram Manual
1U-25A-3	HU-25A Structural Repair Manual
1U-25A-4	HU-25A Illustrated Parts Catalog
ENGINE MANUALS	
USCG T.O. NUMBER	TITLE
2J-ATF3-2-1	ATF3 Light Engine Maintenance Manual
2J-ATF3-2-2	ATF3 Heavy Engine Maintenance Manual
2J-ATF3-4	ATF3 Illustrated Parts Catalog

Time Compliance Technical Orders

Introduction

The Coast Guard issues Time Compliance Technical Orders (TCTO) to accomplish special inspections or modification of aircraft. To accomplish this, the following two types of TCTOs may be issued:

- Coast Guard Message Time Compliance Technical Orders (Message TCTO) are issued in message format and used for rapid dissemination of information which is generally of an urgent or safety-of-flight nature.
- Coast Guard Time Compliance Technical Orders are printed directives in MPC format requiring accomplishment of a specific task.

For additional information on TCTOs refer to COMDTINST M13020.1 (series) Chapter 5 and enclosure 3.

Aviation Computerized Maintenance System

Introduction

The Aviation Computerized Maintenance System (ACMS) maintenance procedure cards take precedence over all other aeronautical publications. The ACMS system was discussed in detail in Chapter One, so use it as a reference.

Numbering System

The ACMS maintenance procedure cards are assigned numbers utilizing the ATA Specification 100 System (previously discussed on page 3-99). Chapter numbers and subject matter are the same except ACMS includes a general aircraft chapter numbered 00.

Updating Coast Guard Directives

Types of Updates

Since the Coast Guard directive numbering and updating system is based on the Air Force system, the types of updates issued and their installation procedures are the same with the following two exceptions:

1. **Errata pages:** In some cases pen-and-ink corrections to Coast Guard publications are authorized by issuing an Errata Page (see illustration below). This sheet gives specific instructions for correcting minor errors.

DECEMBER 1, 1993

ERRATA PAGES

FOR THE USCG T.O. 1H-65A-4, ILLUSTRATED PARTS CATALOG, REVISION 5 DATED SEPT 30/93

CHAPTER 30-42-10, PAGES 1/2 & 3 - PLACE IN CORRECT ORDER

CHAPTER 34-11-10, PAGE 18 - PUNCH HOLES IN OPPOSITE SIDE AND PLACE IN CORRECT ORDER

PEN-AND-INK CORRECTION TO LIST OF EFFECTIVE PAGES, PAGE 13

CHAPTER 39-11-20, PAGE 3 IS INCORRECTLY LISTED AS 39-11-10. CORRECT TO READ 39-11-20

Continued next page

Updating Coast Guard Directives (Continued)

Types of Updates (Continued)

2. Revisions: The Air Force and Navy issue what is known as a DOD-type revision which is a completely new manual. The Coast Guard usually issues the same type of revision for the C-130 publications. However, since the HH-65 and the HU-25 are supported by commercial publications, they are issued commercial-type revisions (see illustration below), which are essentially changes. These commercial revisions are installed in the same manner as changes. By reading the following two commercial revision cover sheets, you can see why it is essential to read, understand, and follow all instructions on an update's title page/cover sheet.

To: Holders of Illustrated Parts Catalog, USCG T.O. 1H-65A-4

**HIGHLIGHTS OF
REVISION NO. 5, DATED SEPTEMBER 30, 1993**

Revision No. 5 pages which have been added or revised are outlined below together with a description of the change. Due to the scope of this revision, the entire manual is reprinted rather than require the user to remove and replace hundreds of pages. In short, DISCARD YOUR PRESENT COPY AND REPLACE WITH THIS COPY!

Chapter/Section	Description of Change	Effectivity
Title Page	Revised to reflect revision	All
List of Effective Pages	Revised to reflect revision	All
Numerical Index page 1	Revised per AFTO 1128R	All
Numerical Index page 1	Revised per AFTO 0186R	All

Allied-Signal Aerospace Company
GARRETT ENGINE DIVISION
PHOENIX, ARIZONA



TO: HOLDERS OF ATF3-6-4C TURBOFAN ENGINE ILLUSTRATED PARTS CATALOG REPORT NO. 72-00-51 REVISED AUGUST 31, 1992

THIS REVISED PUBLICATION IS ISSUED FOR USE IN SUPPORT OF THE FOLLOWING AIRCRAFT.

ENGINE PART NO.	ENGINE MODEL NO.	AIRCRAFT APPLICATION
3003200-1	ATF3-6-4C	HU-25

REVISION NO. 16 DATED APRIL 30, 1993

This is a PARTIAL revision. Please remove and discard the affected pages and insert pages of this revision in their place. Enter on the Record of Revisions the date pages are inserted.

WHEN INSERTING REVISED PAGES, PLEASE USE THE LIST OF EFFECTIVE PAGES IN THIS REVISION TO ENSURE THAT ONLY CURRENT PAGES ARE REMOVED FROM THE PUBLICATION.

Updating Coast Guard Directives Practice

Directions

In this exercise answer the questions below. If you have trouble refer to the feedback on the following page.

Questions

1. The Coast Guard directive numbering and updating system is based on the _____ numbering system.
 2. When pen-and-ink corrections need to be made to Coast Guard publications an _____ is issued.
 3. When commercial-type revisions are issued for HH-65 and HU-25 publications they are installed in the same manner as _____.
-

Updating Coast Guard Directives Feedback

Feedback

Compare your answers to the feedback below. If you had trouble review the Updating Coast Guard Directives section of this assignment beginning on page 3-109.

Answers

1. Air Force
 2. Errata Page
 3. Changes
-

Aviation Material Supply

Objectives

To successfully complete this assignment, you must study the text and master the following objectives:

- Given an aircraft part number and the aircraft IPC, **IDENTIFY** the aircraft part by name (nomenclature).
- Given the nomenclature of an aircraft part, the aircraft IPC, and a CG-298, **IDENTIFY** the part number.
- Given the part number for an aircraft part, a CG-298, and the Fed Log System, **WRITE** the National Stock Number (NSN) for that part.
- Given the NSN for an aircraft part, a CG-298, and the Fed Log System, **WRITE** the material type classification for the aircraft part.
- Given the NSN for an aircraft part, a CG-298, and the Fed Log System, **IDENTIFY** the source of supply for the aircraft part.
- Given a supply scenario, applicable supply forms, and a detailed list of information about an aircraft part, **COMPLETE** the proper supply form necessary to order the aircraft part from its source of supply.
- Given a completed supply form, **IDENTIFY** the responsible department for routing of the completed supply form.
- Given a document number for an aircraft part order and a CG-5181, **WRITE** the document number on the CG-5181 to indicate that the part is on order.

Continued next page

Aviation Material Supply (Continued)

References

The information contained in this assignment can be found in the following references:

- Aircraft Material Stocking List - CG 298
 - Aircraft Specific Illustrated Parts Catalog - IPC
 - Aeronautical Engineering Maintenance Management Manual COMDTINST M13020.1 (series)
 - Comptrollers Manual, Commandant Instruction M4400.13 (series)
-

Overview

Introduction

The Aviation Material Supply system consists of many different aircraft parts, from the basic washer to the more elaborate and expensive engine or gearbox. All of these parts are ordered or controlled through the Coast Guard's supply system.

The Coast Guard procures its supply stock from various agencies: Department of Defense, commercial sources, the Aircraft Repair and Supply Center (ARSC) and other government agencies. To keep account of all these orders, the Coast Guard has developed several different programs. Aviation Maintenance Management Information System (AMMIS*) and the Standard Automated Requisitioning (STAR*) system are two of the programs used for keeping track of the mass volume of orders placed by the Coast Guard.

For this assignment you will only be involved with ordering parts from DOD, ARSC, and other government agencies. Your involvement with AMMIS and STAR will be limited to supplying these two systems with the information needed to process the order.

In This Assignment

This reading assignment contains the following topics:

Subject	Page
Federal Logistics Data System.....	4-5
Part Number	4-7
Part Number Practice	4-9
Part Number Feedback	4-12
National Stock Number.....	4-14
National Stock Number Practice	4-15
National Stock Number Feedback	4-16

Continued next page

Overview (Continued)

In This Assignment (Continued)	Source of Supply	4-17
	Nomenclature	4-18
	Nomenclature Practice	4-21
	Nomenclature Feedback	4-24
	Aircraft Material Stocking List (CG-298)	4-25
	CG-298 Material Types	4-27
	Requisitioning Type Material	4-29
	Requisitioning Forms	4-30
	Requisitioning Forms Practice	4-33
	Requisitioning Forms Feedback	4-36
	Tracking Requisitions	4-39

Federal Logistics Data System

Introduction

The Federal Logistics Data System (Fed Log) System is a Department of Defense (DOD) supported system that runs off of CD-ROM. Each unit is supplied with CD's that are updated monthly through the DOD, this ensures units are using up-to-date information. The Fed Log System was developed to replace and augment the old microfiche system.

Fed Log System

The Fed Log System is a computer program that was developed to replace the aging microfiche system. The Defense Logistics Agency supports the program with monthly updates to the CD-ROM's. The program will operate on the Coast Guard standard workstation or an IBM compatible computer. For this assignment you will not deal with a particular computer system.

Available Information

Through the Fed Log System a wealth of information is available for your use. Below is a partial list of the information available through the Fed Log System:

- Part number to NSN
 - NSN to part number
 - Source of Supply
 - *Unit of Issue
 - *Cage Code
 - Nomenclature
 - Manufacturer name
 - Manufacturer data
- * See Glossary, Appendix A
-

Continued next page

Federal Logistics Data System (Continued)

Searching For Information

The partial list of information available on the previous page is just a small portion of the information that can be researched through the Fed Log System. An outstanding advantage the Fed Log System has over the old microfiche system is the way that it enables you to search for needed information. Information may be found through the Fed Log System by searching for the following:

- Part number
- NSN or NIIN
- Item name
- Supplier name
- *CAGE code

* See Glossary, Appendix A

Information Needed To Search

As long as you have at least one piece of information, except for source of supply, you should be able to research any of the other listed information. Being able to research all of this other information is only possible through the many different screens and menus available by Fed Log being on CD-Rom.

Using the Fed Log System

In this assignment you will be required to use the Fed Log System. When you are directed to use it, please request the assistance of the individual that is versed in the operation of Fed Log. Some practice is supplied in this assignment, but you may practice as much as your situation allows. More practice is highly encouraged for familiarity with the Fed Log System.

Part Number

Introduction

All items in the supply system are assigned part numbers by the manufacturer. It is possible for a part to be assigned more than one part number, due to different manufacturers or parts being assigned the same part number.

Part Numbers

Part numbers are alpha-numerical characters in any order or length of digits. Used to represent a digit in the part number are -'s, .'s and /'s.

It is extremely important to have the correct part number, because it will be used to obtain more information about the item being ordered.

Examples of Part Numbers

Examples of different part numbers are listed below. Note that there is no specific order for the alpha-numerical characters.

- AN960C10L
 - MS2703-09
 - 732.918
 - SS9096B01GG0150
 - 70073-35000-011
 - M81934/2-07C013
 - 622-5030-001
 - MS2376/123-1A
-

Part Number Location

Part numbers are found in several places: the aircraft IPC, CG-298, and MPC cards. The most up-to-date and recommended location for part numbers is the aircraft IPC. This resource should always be your first avenue for any part number research, and all other resources should be used to confirm the part number already located in the aircraft IPC.

Continued next page

Part Number (Continued)

IPC Text Page

The illustration below is a typical IPC text page detailing part numbers for items installed on an aircraft. Note the column giving the part numbers for the items.

CGTO 1C-130H-4

VOLUME-FIGURE AND INDEX NUMBER	PART NUMBER	DESCRIPTION							UNITS PER ASSY	USEABLE ON CODE
		1	2	3	4	5	6	7		
6-4 - 69	358059-1	1	A
- 70	LS35076-1-01	1	A
	MS3373C1	1	A
- 71	LS35076-2-01	1	A
	MS3373C2	1	A
- 72	LS35076-3-01	1	A
	MS3373C3	1	C
- 73	LS5918TB176B	1	A
- 74	LS5918TB175B	1	A
- 75	LS5918TB150G	1	A
- 76	LS5918TB176A	1	A
- 77	LS5918TB175A	1	A
- 78	LS5918TB150F	1	A
- 79	LS4999A3-3	1	A
- 80	LS4999B2-2	1	A
- 81	LS4999C1-1	1	A
- 82	MS27977-34N	2	A
- 83	NAS430D3-16FC	2	A
	MS21042-08	2	A
- 84	MS35206-230	2	A
	MS21042-06	2	A
- 85	MS35206-217	4	A
- 86	DELETED									
	MS21042-5	1	A
	3309037-1	NP	A
- 87	LS3850-2-2	1	A
- 88	LS35076-1-02	1	A
- 89	NAS1063B1-2	1	A
- 90	LS5918TB107E	1	A
- 91	MS35206-215	2	A
	MS21042-04	2	A
	374374-1L	NP	A

Part Number Practice

Directions

Listed below and on the following page are five items for each of the four different airframes in the Coast Guard. Determine the item's part number from the corresponding IPC for the airframe at your particular air station. Write the correct part number in the space provided. If you have trouble refer to the feedback on page 4-12.

Part Nomenclature List

Use the lists below to identify part numbers.

HH-60J

1. Main Landing Gear Tire _____
2. Tail Landing Gear Strut Assembly _____
3. Attitude Direction Indicator _____
4. Engine Pressure Ratio Indicator _____
5. Radio Altimeter Antenna _____

HC-130

1. Main Landing Gear Tire _____
 2. Nose Landing Gear Strut Cylinder _____
 3. Attitude Direction Indicator _____
 4. Tachometer Indicator _____
 5. Radio Altimeter Antenna
(1500 series) _____
-

Continued next page

Part Number Practice (Continued)

Part Nomenclature List (Continued)

Use the lists below to identify part numbers.

HU-25

1. Main Landing Gear Tire _____
2. Nose Landing Gear Strut Assembly _____
3. Attitude Direction Indicator _____
4. Engine Temperature Indicator _____
5. Radio Altimeter Indicator _____

HH-65A

1. Nose Landing Gear Tubeless Tire _____
 2. Nose Landing Gear Leg _____
 3. Attitude Direction Indicator _____
 4. Triple Tachometer Indicator _____
 5. Radio Altimeter Indicator _____
-

Part Number Feedback

Feedback

Compare your practice exercise with the feedback provided below. If you had trouble with this exercise, please review the Part Number section of this assignment beginning on page 4-7 and refer to the references listed for each part.

HH-60I

1. Main Landing Gear Tire: 000-822
reference: A1H60-110-400 FO191-00 pg. 2
2. Tail Landing Gear Strut Assembly: 2114-100
reference: A1H60-110-400 FO202-00 pg. 2
3. Attitude Direction Indicator: 126300-15, 126300-17
reference: A1H60-560-400 FO021-00 pg. 2
4. Engine Pressure Ratio Indicator: 70450-21943-117
reference: A1H60-510-400 FO001-00 pg. 3
5. Radio Altimeter Antenna: LG81J1
reference: A1H60-710-400 FO001-00 pg. 1

HC-130

1. Main Landing Gear Tire: 56x20.0-20/24PR, 56x20.0-20/26PR
reference: CGTO 1C-130H-4 Vol. I pg. 1-826 item 43
2. Nose Landing Gear Strut Cylinder: 3303589-1, 3303589-3
reference: CGTO 1C-130H-4 Vol. I pg. 1-857 item 45
3. Attitude Direction Indicator: 622-3374-002
reference: CGTO 1C-130H-4 Vol. V pg. 5-168 item 14
4. Tachometer Indicator: 100-0034-11
reference: CGTO 1C-130H-4 Vol. V pg. 5-200 item 16
5. Radio Altimeter Antenna: LG81A1
reference: CGTO 1C-130H-4 Vol. VII pg. 7-256 item 32

Continued next page

Part Number Feedback (Continued)

Feedback (Continued)

Compare your practice exercise with the feedback provided below.

HU-25

1. Main Landing Gear Tire: M01301
reference: CGTO 1H-25A-4 32-40-10 pg. 10-1
2. Nose Landing Gear Strut Assembly: A23790-2
reference: CGTO 1H-25A-4 32-20-10 pg. 10-1
3. Attitude Direction Indicator: 792-6357-009
reference: CGTO 1H-25A-4 34-25-20 pg. 10-1
4. Engine Temperature Indicator: 9-396-02
reference: CGTO 1H-25A-4 77-20-15 pg. 10-1
5. Radio Altimeter Antenna: 622-4550-001
reference: CGTO 1H-25A-4 34-35-10 pg. 20-1

HH-65A

1. Nose Landing Gear Tubeless Tire: 15x600-6
reference: CGTO 1H-65A-4 32-40-15 pg. 1
 2. Nose Landing Gear Leg: 18740-100-06, 18740-100-07
reference: CGTO 1H-65A-4 32-22-10 pg. 1
 3. Attitude Direction Indicator: 622-4423-001
reference: CGTO 1H-65A-4 32-21-54 pg. 1
 4. Triple Tachometer Indicator: 477-631-106
reference: CGTO 1H-65A-4 31-10-02 pg. 1
 5. Radio Altimeter Indicator: S67-2022
reference: CGTO 1H-65A-4 34-47-50 pg. 5
-

National Stock Number Practice

Directions

In this practice exercise you will convert part numbers to NSN's and practice using the Fed Log System. Below is a list of part numbers found in the Fed Log computer. You may need training to operate the Fed Log System for the first few items. After learning how to operate the Fed Log System research the rest of the numbers without assistance.

Practice Part Numbers

Research the part numbers listed below to determine the NSN for each one. If you have trouble refer to the feedback on the following page.

- | | |
|--------------------|--------------------|
| 1. NAS6203-16D | 11. MS29561-121 |
| 2. MS24694C57 | 12. F20G8051127-16 |
| 3. MS51959-7 | 13. AN174H14A |
| 4. 100-43927M1 | 14. 7860-4FCST |
| 5. 365A33-6141-21 | 15. 787-6781-006 |
| 6. 70309-23903-105 | 16. 622-5661-001 |
| 7. 12200-51 | 17. 55220H167-187 |
| 8. 365A25-3173-21 | 18. XW20058M1 |
| 9. A1-74671 | 19. 68A5-J1000-1 |
| 10. JG1072AJ02 | 20. XX6504700 |
-

National Stock Number Feedback

Feedback

Compare your practice exercise with the feedback provided below. If you had trouble with this exercise, please review the National Stock Number and Fed Log System sections of this reading assignment.

- | | |
|----------------------|----------------------|
| 1. 5306-01-098-7776 | 11. 5330-00-821-9783 |
| 2. 5305-00-824-2020 | 12. 7690-01-215-4923 |
| 3. 5305-00-725-4191 | 13. 306-00-550-1159 |
| 4. 1650-14-373-2930 | 14. 1680-01-107-3351 |
| 5. 1615-14-392-0454 | 15. 5985-01-125-3983 |
| 6. 4730-01-161-8651 | 16. 5975-01-108-5459 |
| 7. 5998-00-865-5003 | 17. 4730-14-372-7406 |
| 8. 1560-14-392-0449 | 18. 6105-00-630-5828 |
| 9. 4730-14-375-4017 | 19. 1730-01-219-6326 |
| 10. 5841-01-125-3930 | 20. 6630-00-150-6486 |
-

Source of Supply

Introduction

For air stations ordering items that are either aircraft or shop consumable, there is going to be a source of supply (SOS). The source of supply is the individual or agency that the part will be procured from. The source of supply code is important in determining from whom the part will be ordered.

Source of Supply Codes

Many requisitioned parts in aviation are ordered from one of three separate sources of supply: ARSC, General Services Administration, or from the Department of Defense. Due to the extensive network that the Coast Guard and other government agencies use to procure supply parts, each supplier is given an identification code which is called a Routing Identifier Code (RIC).

Routing Identifier Codes

The Routing Identifier Code is a three-character alphanumeric code. The RIC's listed below are samples of the most commonly used sources of supply. For a complete list of RIC's, refer to the Defense Logistics Agency Customer Assistance Handbook.

- GSA - General Services Administration
 - S9E - Defense Electronics Supply Center
 - S9G - Defense General Supply Center
 - S9I - Defense Industrial Supply Center
 - ZQC - U.S. Coast Guard ARSC
-

RIC Usage

This RIC must be entered onto the source of supply location on the form. On several forms, source of supply is also represented by COG. The RIC is entered in this spot on the requisition form.

RIC Location

The Routing Identifier Code is found through the Fed Log System or is also located in the CG-298 (covered later in this section) for Type 3 and Type 5 material.

Nomenclature

Introduction

It is very important for every part ordered to have the most up to date information to correctly process the order. In aviation there are numerous names (nomenclature, description) for the same part. This can pose a problem when an individual goes to order an aircraft part. The aircraft Illustrated Parts Catalog and the part itself will be the two sources of information for the nomenclature for a particular part.

Aircraft Part

In the supply system many of the bigger parts will have the nomenclature printed directly on the item. The first place to look for the nomenclature is on the part itself. For those items that are either too small or do not have the nomenclature labeled on the item, the next avenue will be the aircraft Illustrated Parts Catalog.

Illustrated Parts Catalog

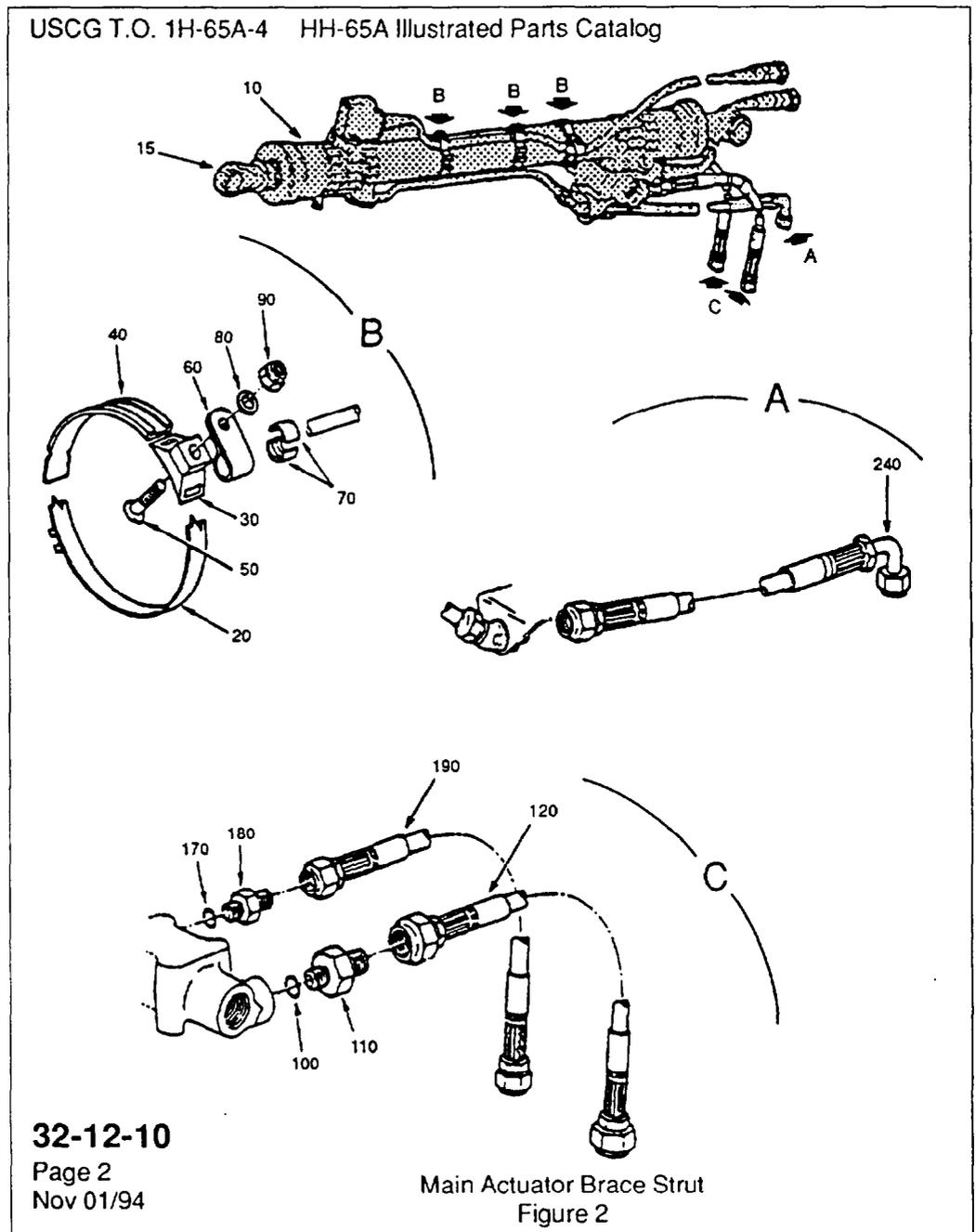
The Illustrated Parts Catalog (IPC), also referred to as the Illustrated Parts Breakdown (IPB), is a valuable source of information for details on any part that can be found for an aircraft. The IPC gives the nomenclature for any given aircraft part as well as a host of other information. The procedure for using the IPC/IPB is covered in Chapter 3.

Continued next page

Nomenclature (Continued)

IPC Illustration Page

The illustration below is a typical illustration page taken from an IPC, showing parts found in the IPC.



Note

For each item shown, there is a number used to represent the item. The illustration on page 4-20 gives this number in the first column and the subsequent columns give further amplifying information.

Continued next page

Nomenclature (Continued)

IPC Text Page

The illustration shown below is a typical text page from an IPC/IPB. Note the columns listing the manufacturer's part number and the column giving the nomenclature for the parts shown on page 4-19.

USCG T.O. 1H-65A-4 HH-65A Illustrated Parts Catalog					
FIGURE/ ITEM	MANUFACTURER'S PART NUMBER	NOMENCLATURE 1234567	CAGE	EFFECT	QTY
02					
-001	19570-101	ACTUATOR, BRACE STRUT, MAIN See CMM T.O. 1H-65A-11-323998	F0189		REF
010	19570	• ACTUATOR CYLINDER	F0189		1
015	19150	•• ROD END ASSEMBLY	F0189		1
020	31916	• CLAMP	F0189		1
030	31950	• RECEPTACLE	F0189		1
040	18771	• PACKING	F0189		1
050	22259BC050018L	• SCREW	F0111		1
060	HB11N13	• CLIP, CABLE	F0215		1
070	58000926	• SLEEVE	F0189		1
080	23112AG050LE	• WASHER	F0111		1
090	22542K050	• NUT	F0111		1
100	32326-523	• PACKING, PREFORMED	F6137		1
110	18800	• COUPLING, STRAIGHT	F0189		1
120	18787-100	• HOSE, FLEXIBLE ASSY	F0189		1
-160	16137	•• CLAMP	F0189		1
170	32312-523	• PACKING, PREFORMED	F6137		1
180	18799	• COUPLING, STRAIGHT	F0189		1
190	18788-100	• HOSE, FLEXIBLE ASSY	F0189		1
-230	16137	•• CLAMP	F0189		1 R
240	18789-100	• HOSE, FLEXIBLE ASSY	F0189		1
-280	16137	•• CLAMP	F0189		1 R

32-12-10

Page 2

Nov 01/94

-Item not illustrated

Nomenclature Practice

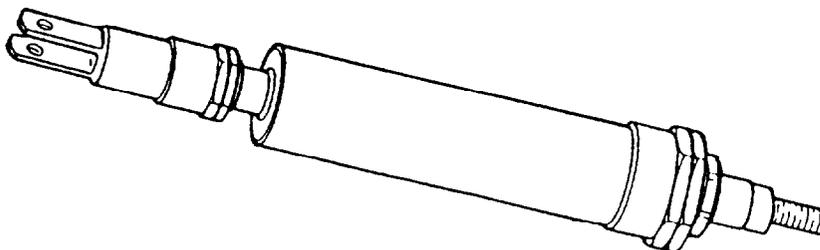
Directions

Using the illustrations below and on the next two pages, determine the correct nomenclature for the part shown below.

Practice Exercise

You are to identify by nomenclature the "Trim Feel Unit" illustrated below.

The correct nomenclature for the item is _____.

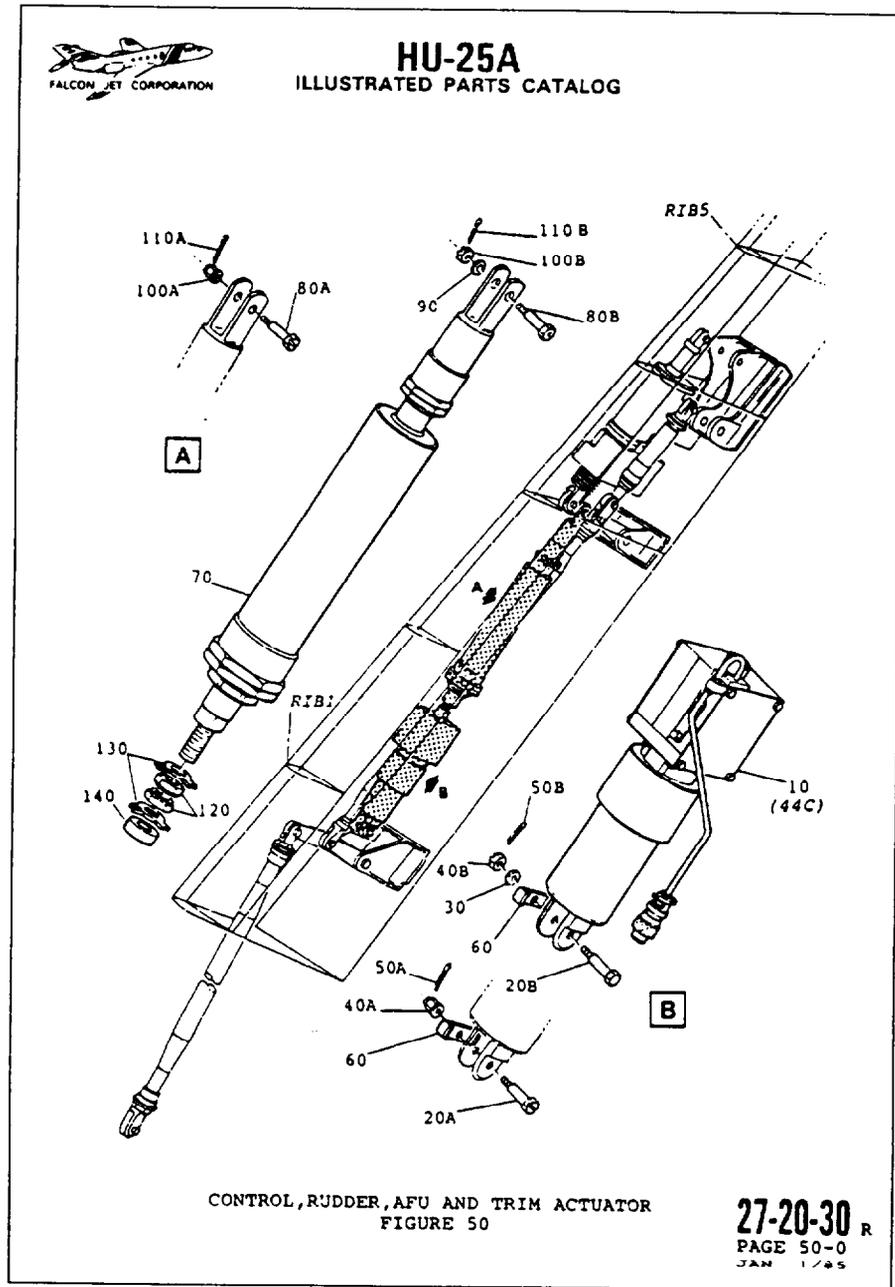


Continued next page

Nomenclature Practice (Continued)

Practice Exercise (Continued)

Use the illustrations on this page and on the next page to identify the nomenclature for the "Trim Feel Unit" illustrated on page 4-21.



Continued next page

Nomenclature Practice (Continued)

Practice Exercise (Continued) Use the illustrations below and on the previous pages to determine the nomenclature for the practice exercise.



HU-25A

ILLUSTRATED PARTS CATALOG

FIG.	ITEM	PART NUMBER	NOMENCLATURE	EFFECT FROM	TO	UNITS PER ASSY
50	- 1C	MY20372-1AAC	CONTROL-RUDDER, AFU (NP) AND TRIM ACTUATOR SB F20-0583 SB F20-0600 SEE 27-20-00 FIG. 1 FOR NHA			RF
	10C	021057-29	.ACTUATOR-TRIM VF5142 ELECTRIC, ASSY SB F20-0583 IPL 27-09-20			1
	20B	7150802904	..PIN VF5142			1 R
	20C	920128	..PIN VOP424			1 R
	30A	33488BC080LE	..WASHER VF6117			1
	40B	F12NE4753-048	..NUT-SELF-LOCKING V72962			1
	50B	MS24665-136	..PIN-COTTER V96906			1
	60A	0210570029	..FLANGE VF5142			1
	70C	105043-08	.UNIT-ARTIFICIAL VF5142 FEEL, ASSY SB F20-0600 IPL 27-24-10			1
	80B	33411BC080023LE	..PIN-THREADED, VF6117 HEADED			1
	90A	33488BC080LE	..WASHER VF6117			1
	100B	F12NE4753-048	..NUT-SELF-LOCKING V72962			1
	110B	MS24665-136	..PIN-COTTER V96906			1
	120A	63S0120504	..NUT VF5142			2
	130A	23350AC120LE	..WASHER-LOCK VF0111			2
	140A	D12D16L5	..TUBE VF5142			1

- ITEM NOT ILLUSTRATED

27-20-30

PAGE 50-1
AUG 31/93

Nomenclature Feedback

Practice Exercise Feedback

Having looked through pages 4-21 through 4-23 you should have come up with an "Artificial Feel Unit Assembly" as the correct nomenclature. If you had trouble review the nomenclature section of this assignment beginning on page 4-18.

Aircraft Material Stocking List (CG-298)

Introduction

The CG-298 is a computer generated hardcopy of an air station's authorized stock of aeronautical supplies. The items contained in the CG-298 is not a complete list. The list will vary from air station to air station because each station can tailor portions of its CG-298 for its own use. This list is especially useful if you know exactly what is required.

Sections of the CG-298

Below are the different list that make up the CG-298:

- Type 2 material
 - Type 3 material
 - Type 4 material
 - Type 5 material
 - Ground Support Equipment
 - Electronic Equipment and Maintenance Parts
-

Information in CG-298 Sections

Below is a list of information found in different sections of the CG-298:

- Part number to NSN conversion
 - Material type
 - Nomenclature
 - Cost
 - Allowance quantity
 - Source of Supply
-

Continued next page

Aircraft Material Stocking List (CG-298) (Continued)

Example of a
CG-298 Stocking
List

The illustration below shows a typical page found in the CG-298.

00451000			UNIT MASTER RECORDS BY NSN				23 JAN 1997, 11:10:00			
NSN	PART NUMBER	LOCATION	MATERIAL TYPE	ALLOW QTY	ACTUAL QTY	DUE-IN QTY	IN PROCESS RECEIPT QTY	REPAIR CODE	AIRCRAFT TYPE	
1290	010566984	377570-7	54	2	2	0	0	C	MULTI	
1377	009873603	2240772	ASHPYR	2	0	0	0	C	MULTI	
1377	010314938	211631		2	0	0	0	C	MULTI	
1377	014360905	53-108EC.	ASHPAR	2	31	0	0	C	MULTI	
1560	001137228	363746-1L	28	2	0	0	0	C	MULTI	
1560	001161762	431-9R	12B-4	2	2	0	0	C	MULTI	
1560	001828992	BD0693001-300	29	2	1	0	0	C	MULTI	
1560	003063701	344334	29	2	2	0	0	C	MULTI	
1560	005711629	359235-2	28	2	2	0	0	C	MULTI	
1560	005930029	363432-1	24A-5	2	1	0	0	C	MULTI	
1560	006124108	370151-1	40	2	1	0	0	R	MULTI	
1560	006136505	370399-1	10E-1	2	1	0	0	C	MULTI	
1560	006211635	376147-1	55	2	1	0	0	C	MULTI	
1560	006579574	363971-12	51	2	1	0	0	C	MULTI	
1560	006579608	362508-4	10L-1	2	1	0	0	C	MULTI	
1560	006706810	373775-1R	24E-2	2	10	0	0	C	MULTI	
1560	007162472	375229-2L	26	2	1	0	0	C	MULTI	
1560	008047021	388086-1	39	2	1	0	0	R	MULTI	
1560	008632798	353634-33	28	2	1	0	0	C	MULTI	
1560	008700747	370915-9	40	2	1	0	0	C	MULTI	
1560	008710671	371032-7	28	2	1	0	0	C	MULTI	
1560	008742890	388276-1	10G-1	2	1	0	0	C	MULTI	
1560	011395475	3326589-1	10I-2	2	2	0	0	C	MULTI	
1560	012080454	3314794-11	23	2	0	0	0	C	MULTI	
1610	007946368	549401	24A-5	2	3	0	0	C	MULTI	
1615	013089451	20811	1	2	1	2	0	C	MULTI	
1620	003071847	340876	24	2	0	0	0	C	MULTI	
1620	005343898	355845-3	10K-1	2	1	0	0	C	MULTI	
1620	006277809	337253-13	23E-2	2	2	0	0	C	MULTI	
1620	006970191	352604-9	14	2	1	0	0	M	MULTI	
1660	006253096	10146-35	27	2	1	0	0	C	MULTI	
1660	006703193	201315	24G-3	2	1	0	0	C	MULTI	
1660	006739908	370911-12	28	2	1	0	0	C	MULTI	
1660	01HR21942	DWB181-01	ASHRAY	2	4	0	0	C	MULTI	
1670	01HR17333	MD12-12.0	ASHPAR	2	20	0	0	C	MULTI	
1680	000602959	540200-3	21	2	1	0	0	C	MULTI	
1680	002117356	MB16070-2	ASHPAR	2	10	0	0	C	MULTI	
1680	006108932	457EAO	50	2	0	0	0	R	MULTI	
1680	007786543	17386-591	23E-3	2	1	0	0	C	MULTI	
1680	013501789	030620-11		2	0	0	0	R	MULTI	
1680	01K112582	550-10		2	0	0	0	C	MULTI	
1730	010681769	B4A	HANGER	6	1	0	0	R	MULTI	
1730	012822281	8948-011		6	0	0	0	C	MULTI	
2560	005721559	338354-1	51	2	1	0	0	C	MULTI	
2835	005648427	66-22213-1	42	2	1	0	0	C	MULTI	
2835	005664473	370213	54	2	2	0	0	R	MULTI	
2835	005724304	369339-1	55	2	1	0	0	R	MULTI	
2840	001689816	6874239	23A-3	2	1	0	0	C	MULTI	
2840	006328994	6788713	24D-2	2	1	0	0	C	MULTI	
2915	007197326	4523982	24A-2	2	6	0	0	C	MULTI	
2915	013007852	70307-83805-102	1	2	1	0	0	R	MULTI	
2920	008880591	10-187600-2	24G-3	2	1	0	0	C	MULTI	

CG-298 Material Types

Introduction

Aeronautical materials are divided into categories, called types. They are labeled Type 1 through Type 6 Ground Support Equipment (GSE). This information is very important in determining from whom the part will be procured.

Type 1 Material

Type 1 material is aeronautical material under individual (serial number) control by Aircraft Repair and Supply Center (ARSC) and is defined as:

- Aircraft engines
 - High value components
 - such as selected avionics equipment
 - Special Configuration Control items
 - such as items requiring special configuration control procedures
 - Critical supply items
 - Items listed as Type 1 in Enclosure 7 of COMDTINST M13020.1
-

Type 2 Material

Type 2 material is aeronautical material, less avionics, for which ARSC has service-wide support responsibility. To qualify as Type 2 material, it must satisfy one of the following conditions:

- A unit price of \$50.00 or more
 - Coast Guard peculiar material
 - regardless of unit cost
 - GSE
 - Procurement problems
 - any material difficult to procure at unit level
-

Continued next page

CG-298 Material Types (Continued)

Type 3 Material

Type 3 material is aeronautical material, less avionics, with a unit cost of less than \$50.00 and easily procured from other government agencies (OGA) or a commercial source. Below are examples of Type 3 material.

- Nuts
 - Bolts
 - Screws
-

Type 4 Material

Type 4 material is avionics material that ARSC has inventory management and unit support responsibility for. Type 4 material is defined as avionics material that is either reparable or has a unit cost of \$200.00 or more. Below are examples of Type 4 material.

- Circuit cards
 - Receiver/Transmitters
-

Type 5 Material

Type 5 material is consumable avionics material with a unit cost of less than \$200.00. Aviation units can obtain Type 5 material from Coast Guard Supply Center Baltimore, OGA, or a commercial source. Below are examples of Type 5 material.

- Resistors
 - Switches
 - Connectors
 - Fuses
-

Type 6 Material

Type 6 material is defined as Ground Support Equipment, for which procurement must be coordinated through ARSC. Below are examples of Type 6 material.

- Aircraft jacks
 - Engine support
 - Tow bar
 - Instrument test set
-

Requisitioning Type Material

Introduction

Once the part number, NSN, quantity, and material type, are known the next step is to place a requisition for the part. Requisitioning consists of determining the proper paperwork that needs to be filled out and routing it to the responsible person.

Determining Priority

Assigning a priority to a requisition will ensure that an item urgently needed will be processed before one that is on order for replenishment of supply stock. The Comptrollers Manual, COMDTINST M4400.13, details the Force/Activity Designators and the Urgency of need Designators (UOD) assigned to the individual air stations. These designators are used to determine different priorities that an air station is authorized to use.

Most Coast Guard air stations are assigned Force/Activity Designator of II. Urgency of need Designators A (NMCS), B (NFE*), C (Routine) in conjunction with the Force/Activity Designators are used to produce the following priorities:

- 02; for UOD A
 - 05; for UOD B
 - 12; for UOD C
-

Urgency of Need Designators

Priority 02 is assigned to orders that are placed for an aircraft that is not mission-capable or grounded due to lack of supply.

Priority 05 is assigned to orders that are placed for an aircraft that is not fully flight-equipped, is still capable of flying limited missions.

Priority 12 is assigned to routine orders such as shop stock replenishment.

Routing Requisitions

All requisitions for Type 2, Type 4, and GSE items are made to ARSC. These requisitions are completed and routed to the responsible storekeeper for entry into the AMMIS system. Type 3 and 5 material are procured through other sources and these requisitions are entered into the STAR system. This system is also operated by the storekeepers.

Requisitioning Forms

Introduction

The Coast Guard has not adopted a standard form for requisitioning parts from either ARSC or from any other sources of supply. The one standard required, is the information to be filled out on each requisition. Below is a list of information that is normally required for all requisitions:

- Nomenclature
 - NSN
 - Unit of Issue
 - Quantity (being ordered)
 - Unit cost
 - Priority
 - Source of Supply
 - Aircraft number (if applicable)
-

Purpose

The purpose for requisitioning is to request a certain part that supply may have in stock and shop tracking of parts.

Continued next page

Requisition Forms Practice

Directions

Given the following maintenance scenarios, complete the blank CG-4940 forms with the necessary information. Use the Fed Log System and the CG-298 for this exercise.

Practice Scenario #1

The electrical shop supervisor has given you the task of ordering seven electrical connectors, p/n M83723/77W12126, for replenishment of shop supplies. Complete the requisition form below.

Air Station Order Form						
Priority: 02 05 12				Date: _____		
Shop _____		Aircraft _____		AMO _____		
Source of Supply _____		Ordered by _____		Approved by _____		
NOMENCLATURE	NSN	U/I	QTY	UNIT COST	TOTAL COST	DOCUMENT #
				TOTAL COST THIS SHEET		

Continued next page

Requisition Forms Feedback

Feedback

Compare your practice exercise with the feedback provided below.

Answer Scenario #1

Answer for scenario #1 is provided below.

Air Station Order Form						
Priority: 02 05 (12)				Date: _____		
Shop Electrical shop		Aircraft _____		AMO _____		
Source of Supply S9E		Ordered by Your name		Approved by _____		
NOMENCLATURE	NSN	U/I	QTY	UNIT COST	TOTAL COST	DOCUMENT #
Connector, plug, electrical	5935-01-282-2040	ea.	07	\$29.46	\$206.22	
				TOTAL COST THIS SHEET		

Review

If you had trouble with this exercise, please review the requisitioning section of this reading assignment beginning on page 4-29.

Continued next page

Requisition Forms Feedback (Continued)

Feedback

Compare your practice exercise with the feedback provided below.

Answer

Answer for scenario #3 is provided below.

Scenario #3

Air Station Order Form						
Priority: 02 05 12				Date: _____		
Shop <u>Avionics shop</u>		Aircraft <u>2111</u>		AMO _____		
Source of Supply <u>ZQC</u>		Ordered by <u>Your name</u>		Approved by _____		
NOMENCLATURE	NSN	U/I	QTY	UNIT COST	TOTAL COST	DOCUMENT #
Transceiver, VHF-AM	5821-01-074-7164	ea	01	\$3995.00	\$3995.00	
				TOTAL COST THIS SHEET		

Review

If you had trouble with this exercise, please review the requisitioning section of this reading assignment beginning on page 4-29.

Tracking Requisitions

Shop Tracking

After the part requisition is complete, it must be routed through the respective shop supply person. This ensures that the shop is aware of all parts on order, and also ensures that all aircraft receive parts that were ordered for installation.

Supply Tracking

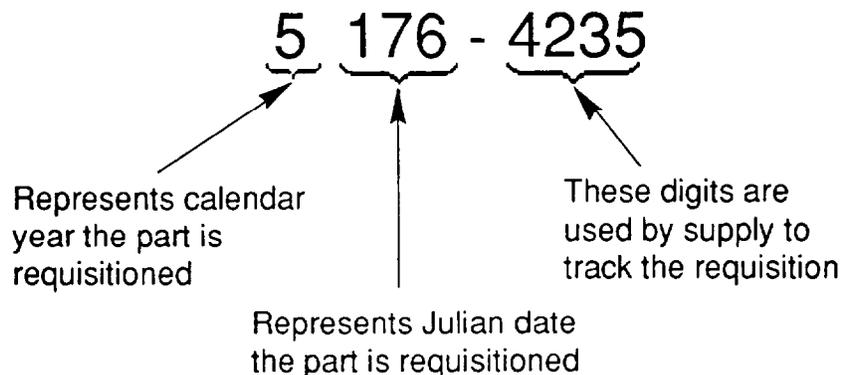
After requisitions are routed from the shop, supply personnel enter the information into the appropriate computer ordering system. After requisitions are entered, a document number is generated which is entered onto the original requisition and routed back to the shop.

Document Number

Each document number has eight digits that are unique to each requisition. The illustration below gives a breakdown of the individual digits that make up the document number 5176-4235.

Example of a Document Number

The following is an example of a document number:



Maintenance Forms

After the requisition has been assigned a document number by supply, maintenance personnel must ensure that the document number is entered onto the CG-5181 if the part was ordered against an aircraft. (Refer to chapter 2 for CG 5181 procedures.)

Appendix A - Glossary

Aircraft Airframe Hours	Refers to total accumulated hours of operation on an aircraft's airframe. These operational hours are recorded in whole and tenths of an hour on the CG-4377. When recording current airframe hours on an MPC, you must round the airframe flight hours to the nearest whole hour.
Aircraft Maintenance Record Logbook	The aircraft maintenance record logbook, normally located in the maintenance control office, contains the most recent Aircraft Flight Record forms (CG-4377, Part III). Part III of the CG-4377 is the form pilots use to record flight generated discrepancies and log flight time. This is where you can obtain the latest airframe hours.
AMMIS	An acronym for the term Aviation Maintenance Management Information System; a computer system program that is used to place orders from the Coast Guard's Aircraft Repair and Supply Center.
APU	An acronym for the term Auxiliary Power Unit. An APU is an alternate source of power for an aircraft.
ASR	An acronym for Aircraft Statistics Report, which is used to capture aircraft/unit operating statistics. This report is filled out daily for each aircraft at a unit.
ATA Code	A number applied by the Airline Transport Association to index the Coast Guard publication system.
CAGE Code	An acronym for Commercial and Government Entity code. This is a unique five-character code that is assigned to every supplier of parts that deals with the federal supply system.
Cannibalization	This is the practice of removing components from one aircraft to another, usually to keep the receiving aircraft operational. ONLY an Engineering Officer or their designated representative may authorize this practice. If a component is removed for cannibalization, it's status MUST be checked RFI in the component status-information block.
CEINUM	An acronym for the term Component End Item Number. The CEINUM is used by TAMSCO to positively identify a component by number rather than name.

Continued next page

Appendix A - Glossary (Continued)

Condition Code	A one-letter designation used by the Federal Supply System to represent the condition of any item in the system. Condition codes range from A to Z.
CSD	An acronym for the term Constant Speed Drive. The CSD is a hydraulic system used to drive an AC generator.
Document Number	An eight digit number assigned by supply to an order for a part. This number is then entered onto the appropriate paperwork for the aircraft.
Function Check	An operational check to determine if a system or component is performing its intended function. It can be broken down into three parts: Ground Check, Flight Verification Check, and Test Flight.
Log Yeoman	A person in an air station's Aviation Engineering Department whose primary job is to maintain all unit aircraft maintenance records and historical documents, including ACMS documents.
Maintenance Release	An authorization from and by the Engineering Officer or their designated representative to release an aircraft for flight.
NFE	An acronym for the term Not Flight Essential which is used to describe the condition of an aircraft's equipment status. Not Flight Essential means that for the safe operation of the aircraft a particular part is not necessary for the aircrew to conduct the assigned mission.
NHA	An acronym for the term Next Higher Assembly. The NHA is the next higher assembly to which a system component belongs. For example, the NHA for an engine oil pump is the engine itself and the NHA for the engine is the airframe. The NHA is used for tracking all maintenance actions in the TAMSCO computer database.
NMC	An acronym for Not Mission Capable when an aircraft is unable to perform a mission for any reason.
NMCM	An acronym for Not Mission Capable due to Unit-Level Maintenance. This term is used to identify hours that an aircraft spends having unit-level scheduled or unscheduled maintenance performed on it.
NMCS	An acronym for Not Mission Capable due to Supply. This term is used to identify hours that an aircraft spends waiting for a part before it can be returned to an operational status.

Continued next page

Appendix A - Glossary (Continued)

NON RFI	Refers to components that are NOT in good working order, and are due for repair or overhaul.
NOR	An acronym for the term Not Operationally Ready. This term is used when referring to an aircraft's inability to be utilized for an operational flight due to whatever reasons.
NORM	An acronym for the term Not Operationally Ready due to Maintenance. This term is used when referring to an aircraft's inability to be utilized for an operational flight due to maintenance reasons.
Quality Assurance Personnel	Quality Assurance (QA) personnel are highly experienced aviation engineering personnel who inspect applicable maintenance tasks for quality and reliability when required.
RFI	An acronym for the term "Ready-For-Issue". This term applies to components that are in good working condition.
STAR	An acronym for the term Standard Automated Requisitioning system. This is a computer system that is used to place orders for parts from government supply sources.
Time	Refers to a component's accumulated operating hours. When a component has accumulated a predetermined number of operating hours it must be removed for scheduled overhaul or scraped. If a component is removed for time, check NON RFI in the component status information block.
Trouble	Refers to a component's removal due to an unexpected failure. If a component is removed for trouble, always check NON RFI in the component status information block.
Unit of Issue	Used to determine how many or how a part is packaged when it is placed on order. This is extremely important if you only need five pieces, but the Unit of Issue (U/I) for the part says bx for box, and a box contains 20 pieces.

**UNITED STATES COAST GUARD
MEMORANDUM**

DATE:

TO: AVT SUBJECT MATTER SPECIALIST

FROM: _____

UNIT: _____

PHONE: _____

SUBJ: _____

DEPARTMENT OF TRANSPORTATION
U.S. COAST GUARD
WASHINGTON, DC 20593

OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE \$300

AVT SUBJECT MATTER SPECIALIST
NON-RESIDENT TRAINING
U.S. COAST GUARD AVIATION
TECHNICAL TRAINING CENTER
ELIZABETH CITY, NC 27909-5003

Fold on line. Seal with tape.



LIST OF MATERIALS FURNISHED

COURSE TITLE: AVADMN **COURSE CODE:** 0448 **EDITION:** 5

1. The materials for the course you requested are listed below. If any item listed is not enclosed in this package, report that fact to your Educational Services Officer (ESO).
2. This course is for information only. You will not receive an End-of-Course Test (EOCT) and you will not receive credit for the course.

COMPONENT	NUMBER	QTY
E-4 AVIATION ADMINISTRATION	A1AA03	1
E-5 AVIATION ADMINISTRATION	A1AA04	1
E-6 AVIATION ADMINISTRATION	A1AA05	1