Naval Education and Training Command

NAVEDTRA 43438-F
December 2023

PERSONNEL QUALIFICATION STANDARD

FOR

PROFESSIONAL AVIATION MAINTENANCE OFFICER

NAME (Rank) _____

CONTROLLED BY: Department of the Navy (DON)

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CUI CATEGORY: CUI

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Although the words “he”, “him,” and “his” are used sparingly in this manual to enhance communication, they are not intended to be gender driven nor to affront or discriminate against anyone reading this material.

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ACKNOWLEDGEMENTS

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INTRODUCTION

PQS PROGRAM

This PQS program is a qualification system for officers where certification of a minimum level of competency is required prior to qualifying to perform specific duties. A PQS is a compilation of the minimum knowledge and skills that an individual must demonstrate in order to qualify to stand watches or perform other specific routine duties necessary for the safety, security or proper operation of a ship, aircraft or support system. The objective of PQS is to standardize and facilitate these qualifications.

CANCELLATION

With the release of the NAVEDTRA 43438F via the MY NAVY PORTAL PQS, the following will apply WRT acceptance of previous versions of the PAMO PQS:

The following will comply with the **NAVEDTRA 43438F**:
1. Personnel who have yet to begin the qualification process.
2. Personnel in their first commissioned tour in an O, I or D maintenance activity.

> NOTE: Personnel are authorized to transfer completed tasks from the NAVEDTRA 43438-E on to the NAVEDTRA 43438-F and will be required to complete all remaining tasks using NAVEDTRA 43438-F.

The following will comply with the **NAVEDTRA 43438E:**
1. Personnel who have completed their first tour (O, I or D) and currently in their second tour (opposite maintenance level from their first tour).

All previous versions of NAVEDTRA 43438 (A-D) are no longer valid for consideration by the Senior Board Member when reviewing a candidate's completion of the PAMO PQS for the oral board.
Senior Board Members shall ensure compliance with this guidance, validating that the proper PQS is presented for their signature prior to conducting the oral board.

APPLICABILITY

This PQS is applicable to all Aviation Maintenance Officers of all designators.

MODEL MANAGER

The Model Manager Command manages a specific PQS manual. This includes overseeing the process of monitoring and updating assigned PQS manuals from the standpoint of technical content and relevance within the community.

INTRODUCTION (CONT'D)

TAILORING

To command tailor this package, first have it reviewed by one or more of your most qualified individuals. Delete any portions covering systems and equipment not installed on your ship, aircraft or unit. Next, add any line items, fundamentals, systems and watchstations/workstations that are unique to your command but not already covered in this package. Finally, the package should be reviewed by the cognizant department head and required changes approved by the Commanding Officer or his designated representative. Retain the approved master copy on file for use in tailoring individual packages.

QUALIFIER

The PQS Qualifier is designated in writing by the Commanding Officer to sign off individual watchstations. The names of designated Qualifiers should be known to all members of the unit or department. The means of maintaining this listing is at the discretion of individual commands. For more information on the duties and responsibilities of PQS Qualifiers, see the PQS Unit Coordinator's Guide.

CONTENTS

PQS is divided into three sections. The 100 Section (Fundamentals) contains the fundamental knowledge from technical manuals and other texts necessary to satisfactorily understand the watchstation/workstation duties. The 200 Section (Systems) is designed to acquaint you with the systems you will be required to operate at your watchstation/workstation. The 300 Section (Watchstations) lists the tasks you will be required to satisfactorily perform in order to achieve final PQS qualification for a particular watchstation/workstation. All three sections may not apply to this PQS, but where applicable, detailed explanations are provided at the front of each section.

REFERENCES

The references used during the writing of this PQS package were the latest available to the workshop, however, the most current references available should be used when qualifying with this Standard.

NOTES

Classified references may be used in the development of PQS. If such references are used, do not make notes in this book as answers to questions in this Standard may be classified.

INTRODUCTION (CONT'D)

TRAINEE

Your supervisor will tell you which watchstations/workstations you are to complete and in what order. Before getting started, turn to the 300 Section first and find your watchstation/workstation. This will tell you what you should do before starting your watchstation/workstation tasks. You may be required to complete another PQS, a school, or other watchstations/workstations within this package. It will also tell you which fundamentals and/or systems from this package you must complete prior to qualification at your watchstation/workstation. If you have any questions or are unable to locate references, contact your supervisor or qualifier. Good Luck!

PQS FEEDBACK REPORTS

This PQS was developed using information available at the time of writing. When equipment and requirements change, the PQS needs to be revised. The only way the PQS Development Group knows of these changes is by you, the user, telling us either in a letter or via the Feedback Report contained in the back of this book. You can tell us of new systems and requirements, or of errors you find.

AVIATION MAINTENANCE TRAINING CONTINUUM SYSTEM

The Aviation Maintenance Training Continuum System (AMTCS) has been created to provide standardized technical training for beyond the schoolhouse-training environment. The purpose of AMTCS is to increase training effectiveness/efficiency and to enhance the overall quality of training using Advanced Distributed Learning (ADL) training technology. PQS Interactive Media Instruction (IMI) requirements shall be completed using IMI found in My Navy Portal. This is a software application designed for AMTCS to identify job task requirements, assist in determining proficiencies, document qualification/certifications and track completed training and aviation maintenance personnel progress within their respective Qualified and Proficient Technician (QPT).

SUMMARY OF CHANGES

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Fundamental Title	Action	Comment
Safety Fundamentals	Modified	Updated to reflect current references
Safety Fundamentals	Modified	Line item 101.3 Updated to reflect current
Safety Fundamentals	Modified	Line item 101.4 Updated to reflect current
Safety Fundamentals	Modified	Line item 101.5 Updated to reflect current
Safety Fundamentals	Added	Line item 101.8 a – c FM, FRM, AGM
Safety Fundamentals	Modified	Line item 101.10 Updated to reflect current
Safety Fundamentals	Modified	Line item 101.15 Updated terms to reflect current
Safety Fundamentals	Modified	Line item 101.16 d. Updated terms to reflect
Aviation Fundamentals	Deleted	Updated to reflect current references
Aviation Fundamentals	Modified	Updated to reflect current references
Aviation Fundamentals	Modified	Line item 102.20.c. to read C-2A Greyhound
Manpower/Personnel MGMT Fundamentals	Modified	Updated to reflect current references
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.2 a. Updated terms to reflect current
Manpower/Personnel MGMT Fundamentals	Added	Line item 103.2 n. Updated terms to reflect current
Manpower/Personnel MGMT Fundamentals	Deleted	Line item 103.2 q. Deleted REP
Manpower/Personnel MGMT Fundamentals	Added	Line item 103.2 q, r, s. Add Unaligned Personnel
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.3 Added term “for Fleet and Shore”
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.7 Updated references
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.11 Updated terms to reflect current
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.13 Updated references
Manpower/Personnel MGMT Fundamentals	Modified	Line item 103.17 Updated references
Security Fundamentals	Modified	Updated to reflect current references
Security Fundamentals	Modified	Updated to reflect current references
Security Fundamentals	Modified	Line item 104.1 a – m. Updated references
Administrative Fundamentals	Modified	Updated to reflect current references
Administrative Fundamentals	Deleted	Deleted reference e.
Administrative Fundamentals	Modified	Line item 105.3. Updated references
Aviation Ordnance Fundamental	Modified	Updated to reflect current references
Aviation Ordnance Fundamental	Modified	Line item 106.6 a. Updated terms to reflect current
Aviation Ordnance Fundamental	Modified	Line item 106.6 c. Updated terms to reflect current
Aviation Ordnance Fundamental	Modified	Line item 106.6 e. Updated terms to reflect current
Aviation Ordnance Fundamental	Modified	Line item 106.6 f. Updated terms to reflect current
Aviation Ordnance Fundamental	Modified	Line item 106.8 Updated references
Aviation Ordnance Fundamental	Modified	Line item 106.11 Updated references

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Fundamental Title	Action	Comment
Aviation Ordnance Fundamentals	Modified	Line item 106.12 Updated terms and references
Afloat Aviation Operations Fundamentals	Modified	Updated to reflect current references
Organizational Structure Fundamentals	Modified	Line item 108.5 Updated terms to reflect current
Organizational Structure Fundamentals	Modified	Line item 108.8 Updated terms to reflect current
Organizational Structure Fundamentals	Added	Updated to reflect current references
Aviation Mgmt Information Syst Fund	Modified	Line item 109.1 f. SUADPS
Aviation Mgmt Information Syst Fund	Deleted	Line item 109.1 a – s. Renumbered
Aviation Mgmt Information Syst Fund	Modified	Line item 109.1 g. Replaced SALTS with STARS
Aviation Mgmt Information Syst Fund	Modified	Line item 109.2 p. NITRAS
Aviation Mgmt Information Syst Fund	Modified	Updated to reflect current references
Basic Aviation Supply Fundamentals	Modified	Line item 110.25 BOSS
Basic Aviation Supply Fundamentals	Deleted	Line item 110.26 RESFORON AVDLR MGMT
Basic Aviation Supply Fundamentals	Deleted	Updated to reflect current references
Aviation Maintenance Programs Fundamentals	Modified	Updated to reflect current references
Squadron Operations Fundamentals	Modified	Line item 112.3 Updated to reflect current
Squadron Operations Fundamentals	Modified	Line item 112.4 Updated to reflect current
Squadron Operations Fundamentals	Modified	Line item 112.17 Updated to reflect 5/OPS.
Squadron Operations Fundamentals	Modified	Line item 112.23 Updated to reflect NAF
Squadron Operations Fundamentals	Modified	Line item 112.25 Updated to reflect current
Squadron Operations Fundamentals	Modified	Line item 112.25 a. Replaced AMTCS with ASM
Squadron Operations Fundamentals	Modified	Line item 112.25 b Updated to Detailing
Squadron Operations Fundamentals	Modified	Line item 112.25 d Updated to Training
Squadron Operations Fundamentals	Modified	Line item 112.6 to Enlisted command role
Organizational Level Production Div Fund	Modified	Updated to reflect current references
Organizational Level Quality Assurance Fund	Modified	Updated to reflect current references
Organizational Level Material Ctrl Officer Fund	Modified	

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Fundamental Title	Action	Comment
Intermediate Level Power Plants Fundamentals	Modified	Updated to reflect current references
Intermediate Level Power Plants Fundamentals	Deleted	Line item 117.1.a ref c, added ref a
Intermediate Level Power Plants Fundamentals	Deleted	Line item 117.6. Deleted Engine Mgmt vs APU
Intermediate Level Airframes Fundamentals	Deleted	Line item 117.7 deleted
Intermediate Level Airframes Fundamentals	Modified	118 Updated to reflect current references
Intermediate Level Avionics Fundamentals	Modified	119 Updated to reflect current references 119.5.e
Intermediate Level Avionics Fundamentals	Modified	120 Updated to reflect (RTCASS)
Intermediate Level Avionics Fundamentals	Deleted	Line item 119.6 e. High Power
Intermediate Level Armament Fundamentals	Modified	121 Updated to reflect current references
Intermediate Level Armament Fundamentals	Modified	120.1 to read, FRC (ashore)/AIMD (afloat).
Intermediate Level Armament Fundamentals	Modified	120.4 to read, I-Level ALSS
Intermediate Level Armament Fundamentals	Modified	120.5 to read, I-Level RFI
Intermediate Level Armament Fundamentals	Modified	120.6 to read, Preservation levels of ALSS
Intermediate Level Aviation Life Support Syst	Modified	Updated to reflect current references
Intermediate Level Aviation Life Support Syst	Modified	121.4 to read Discuss Oxygen System
Intermediate Level Support Equip Fundamentals	Modified	122 Updated to reflect current references
Intermediate Level Support Equip Fundamentals	Modified	122.3 to read, Transaction Report /64
Intermediate Level Support Equip Fundamentals	Modified	122.14 to read, paint booth/facility.
Intermediate Level Production Ctrl Officer	Modified	Updated to reflect current references
Intermediate Level Production Ctrl Officer	Modified	112.4 to read, Optimized Fleet Response
Intermediate Level Production Ctrl Officer	Modified	Updated to reflect current references
Intermediate Level Production Ctrl Officer	Modified	Updated to reflect current references
Assistant Maintenance Officer Fundamentals	Modified	Updated to reflect current references
Assistant Maintenance Officer Fundamentals		Updated to reflect current references
Assistant Maintenance Officer Fundamentals		Updated to reflect current references
		Updated to reflect current references

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Fundamental Title	Action	Comment
Aviation Maintenance Officer Fundamentals	Modified	125 Updated to reflect current references
Aviation Maintenance Officer Fundamentals	Modified	Line item 125.1 to read, Discuss COMNAVSUPSYSCOM Weapons Systems Support (NAVSUP WSS) material responsibilities in support of the NAMP.
Aviation Maintenance Officer Fundamentals	Modified	125.2 to read, discuss the core principles of the NAMP
Aviation Maintenance Officer Fundamentals	Modified	Line item 125.2 e, f, g. Updated References.
Aviation Maintenance Officer Fundamentals	Modified	125.3 to read, Discuss the ACC's Roles
Aviation Maintenance Officer Fundamentals	Modified	125.5 to read, Discuss the RCM Program
Aviation Maintenance Officer Fundamentals	Modified	125.8 to read, Describe WSS responsibilities
Aviation Maintenance Officer Fundamentals	Modified	125.9 to read, Discuss ISSC Functions
Aviation Maintenance Officer Fundamentals	Modified	125.12 a. to read, Structural Life Limits
Aviation Maintenance Officer Fundamentals	Modified	125.12 b. to read, IMC/P
Aviation Maintenance Officer Fundamentals	Modified	125.12 c. to read, ASPA Program
Aviation Maintenance Officer Fundamentals	Modified	125. 13a to read Manpower
Aviation Maintenance Officer Fundamentals	Modified	125.13b to read Training
Aviation Maintenance Officer Fundamentals	Deleted	125.13.c to read Material Readiness
Aviation Maintenance Officer Fundamentals	Modified	125.14 to read, Discuss CVW responsibility
Aviation Maintenance Officer Fundamentals	Modified	125.15 "and" deleted
Aviation Maintenance Officer Fundamentals	Modified	125.14 a. to read, AIRRS XRAY Reports
Aviation Maintenance Officer Fundamentals	Modified	125.14 b. to read, AMSRR Reports
Aviation Maintenance Officer Fundamentals	Modified	125.14 e. to read, NAMDRP Report
Aviation Maintenance Officer Fundamentals	Modified	125.15 to read, Discuss ETS duties
Aviation Maintenance Officer Fundamentals	Modified	125.15 a. - f., NATEC's responsibilities

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

System Title	Action	Comment
Fleet Readiness Center Fundamentals	Deleted	Line item 126.14, dual funded nature COMFRC
Fleet Readiness Center Fundamentals	Renumbered	Line item 126.5 - 126.12
Fleet Readiness Center Fundamentals	Modified	Line item 126.10 to read, Explain how ISSC is administratively part of COMFRC's
Fleet Readiness Center Fundamentals	Modified	Line item 126.11 to read, Where are the three ISSC located?
Introduction to Automated Logistics Environment	Modified	Line item 126.12 to read, How do FST provide responsive support to FRC's
Introduction to Automated Logistics Environment	Renumbered	201 Updated to current references
Introduction to Automated Logistics Environment	Renumbered	202.1.1 to read 201.1.1
Introduction to Automated Logistics Environment	Modified	Line item 201.1.5 ref c, added ref a
Introduction to Automated Logistics Environment	Modified	Line item 201.1.7 ref c, added ref a
Introduction to Automated Logistics Environment	Modified	Line item 201.1.8 ref c, added ref a
Introduction to Automated Logistics Environment	Modified	Line item 201.2.1 ref b, added ref a
Introduction to Automated Logistics Environment	Renumbered	Line item 201.2.2 ref b, added ref a
Introduction to Automated Logistics Environment	Renumbered	Line Item 202.3 to read 201.3
Introduction to Automated Logistics Environment	Renumbered	Line Item 202.3.2 to read 201.3.1
Introduction to Automated Logistics Environment	Modified	Line Item 202.3.3 to read 201.3.2
Introduction to Automated Logistics Environment	Deleted	Line Item 202.4 to read 201.4
Introduction to Automated Logistics Environment	Renumbered	Line Item 202.4.1 to read 201.4.1
Introduction to Automated Logistics Environment	Modified	Line Item 202.4.1 from OMMA to OOMA
Introduction to Automated Logistics Environment	Renumbered	Line Item 202.5 to read 201.5

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Watchstation Title	Action	Comment
Aviation Division Officer	Modified	Final Qualification 301 Approval Authorities
Aviation Division Officer	Modified	Prerequisite 301.1.1 AMO School to reflect current
Aviation Division Officer	Modified	Prerequisite 301.1.1 NAMCM Crs. to reflect current
Aviation Division Officer	Modified	Prerequisite 301.1.1 NAMCM Crs. to reflect current
Aviation Division Officer	Modified	Prerequisite 301.1.1 JASMMM Crs to reflect current
Aviation Division Officer	Modified	Prerequisite 301.1.1 BCC Crs. to reflect current
Aviation Division Officer	Deleted	Prerequisite 301.1.2 % of Watchstation completed
Aviation Division Officer	Modified	Prerequisite 301.1.2 Online Crs' to reflect current
Aviation Division Officer	Added	Prerequisite 301.1.3 Other PQS Qualifications
Aviation Division Officer	Added	Prerequisite 301.1.4 Watchstations from this PQS
Aviation Division Officer	Modified	Prerequisite 301.1.5 Watchstation percentages
Aviation Division Officer	Added	Prerequisite 301.1.6 Systems from this PQS
Aviation Division Officer	Added	Task 301.2.1 Continuation Line
Aviation Division Officer	Modified	Task 301.2.2 to read, Review your command's EDVP for the following:
Aviation Division Officer	Added	Task 301.2.26 Accompany a QAR performing a work center audit
Aviation Division Officer	Renumbered	Task 301.2.27 - 301.2.28
Aviation Maintenance Program Manager	Added	Final Qualification 302 Sign off sheet
Aviation Maintenance Program Manager	Added	Prerequisite 302.1.1 Schools
Aviation Maintenance Program Manager	Added	Prerequisite 302.1.3 Other PQS Qualifications
Aviation Maintenance Program Manager	Renumbered	Prerequisite 302.1.4 Watchstations
Aviation Maintenance Program Manager	Modified	Prerequisite 302.1.5 Watchstation percentages
Aviation Maintenance Program Manager	Added	Prerequisite 302.1.6 System's percentages
Aviation Maintenance Program Manager	Deleted	Prerequisite 302.2.34 Accompany a QAR performing a work center audit

SUMMARY OF CHANGES (CONT'D)

CHANGES TO FUNDAMENTALS, SYSTEMS, AND WATCHSTATIONS:

Watchstation Title	Action	Comment
Aviation Maintenance Program Manager	Renumbered	Prerequisite 302.2.34 - 302.2.56
Organizational Maintenance Officer	Added	Final Qualification 303 Sign off sheet
Organizational Maintenance Officer	Modified	Prerequisite 303.1.1 Schools
Organizational Maintenance Officer	Added	Prerequisite 303.1.2 Other Qualifications
Organizational Maintenance Officer	Renumbered	Prerequisite 303.1.3 Other PQS Qualifications
Organizational Maintenance Officer	Renumbered	Prerequisite 303.1.4 Watchstations from this PQS
Organizational Maintenance Officer	Modified	Prerequisite 303.1.5 Watchstation percentages
Organizational Maintenance Officer	Added	Prerequisite 303.1.6 Systems from this PQS
Organizational Maintenance Officer	Modified	Task 303.2.43 to read, Verify the Maint. 2 Report
Organizational Maintenance Officer	Renumbered	Task 303.2.54 - 303.2.81
Intermediate Maintenance Production Control Officer	Added	Final Qualification 304 Sign off sheet
Intermediate Maintenance Production Control Officer	Added	Prerequisite 304.1.1 Schools
Intermediate Maintenance Production Control Officer	Added	Prerequisite 304.1.2 Other Qualifications
Intermediate Maintenance Production Control Officer	Added	Prerequisite 304.1.3 Other PQS Qualifications
Intermediate Maintenance Production Control Officer	Renumbered	Prerequisite 304.1.4 Watchstations from this PQS
Intermediate Maintenance Production Control Officer	Modified	Prerequisite 304.1.5 Watchstation percentages
Intermediate Maintenance Production Control Officer	Added	Prerequisite 304.1.6 Systems from this PQS
Professional Aviation Maintenance Officer	Added	Final Qualification 305 Systems from this PQS
Professional Aviation Maintenance Officer	Added	Prerequisite 305.1.3 Other PQS Qualifications
Professional Aviation Maintenance Officer	Renumbered	Prerequisite 305.1.4 - 305.1.5
Professional Aviation Maintenance Officer	Modified	Prerequisite 305.1.5 Watchstation percentages
Professional Aviation Maintenance Officer	Added	Prerequisite 305.1.6 Systems from this PQS

WATCHSTATION REQUALIFICATIONS

Due to changes in policies, systems, or procedures, personnel dealing with the subject matter of this PQS may be required to requalify IAW NAVEDTRA 43100-1M, Ch. 5, PQS Unit Coordinator's Guide.

The following watchstations regardless of qualifications achieved in previous versions, shall be completed.

None.

ACRONYMS USED IN THIS PQS

Not all acronyms or abbreviations used in this PQS are defined here. The Subject Matter Experts from the Fleet who wrote this Standard determined the following acronyms or abbreviations may not be commonly known throughout their community and should be defined to avoid confusion. If there is a question concerning an acronym or abbreviation not spelled out on this page nor anywhere else in the Standard, use the references listed on the line item containing the acronym or abbreviation in question.

2M	Miniature/Microminiature
3M	Maintenance and Material Management
AA&E	Arms Ammunition and Explosives
AAE	Aircraft Armament Equipment
AAS	Aircraft Armament Systems
AAT	AIRSpeed Analysis Tool
ABO	Aviators Breathing Oxygen
ACC	Aircraft Controlling Custodians
ACHO	Aircraft Handling Officer
ACR	Allowance Change Request
ADB	Aircraft Discrepancy Book
AEMS	Aircraft Engine Management System
AESS	Aircraft Electrical Service Station
AESR	Aeronautical Equipment Service Record
AFAST	Aviation Financial Analysis Tool
AFFF	Aqueous Film Forming Foam
AFM	Aviation Fleet Maintenance
AGM	Air-to-Ground Missile
AIDR	Aircraft Inspection Discrepancy Report
AIMD	Aircraft Intermediate Maintenance Department
AIR	Aircraft Inventory Record
AIRR	Aircraft Inventory and Readiness Reporting System
AIS	Automated Information Systems
ALSS	Aviation Life Support System
AM	Aviation Maintenance
AMA	Aviation Maintenance Advisory
AMCR	Aircraft Material Condition Report
AMD	Activity Manning Document
AMITS	Automated Management Information and Tracking System
AMM	Activity Manning Manager
AMMRL	Aircraft Maintenance Material Readiness List
AMO	Assistant Maintenance Officer
AMRAAM	Advanced Medium-Range Air-to-Air Missile
AMRR	Aircraft Material Readiness Report
AMSRR	Aircraft Material Supply Readiness Report
AMSU	Aeronautical Material Screening Unit

AMTCS	Aviation Maintenance Training Continuum System
AOA	Angle of Attack
APACT	Airman Professional Apprenticeship Career Track
APG	Advanced Pay Grade
APU	Auxiliary Power Unit
ARGIMA	Amphibious Readiness Group Intermediate Maintenance Activity
ASD	Aviation Support Division
ASD	Aviation Supply Department
ASKIT	Aviation Storekeeper Information Tracking
ASM	Advanced Skills Management
ASPA	Aircraft Service Period Adjustment
ATFLIR	Advanced Targeting Forward-Looking Infrared
ATR	Ammunition Transaction Reporting
AUL	Authorized Use List
AVCAL	Aviation Consolidated Allowance List
AVDLR	Aviation Depot Level Repairable
ACSP	Aviation Confined Space Program
AWIS	All Weapons Information System
AWP	Awaiting Parts
AWIS	Armament Weapons Support Equipment
BA	Billet Authorized
BAMS	Broad Area Maritime Surveillance
BBD	Billet Based Distribution
BCC	Basic Corrosion Control
BCM	Beyond Capability of Maintenance
BDS	Battle Dressing Station
BFIMA	Battle Force Intermediate Maintenance
BMT	Buffer Management Tool
BOR	Budget OPTAR Report
BOSS	Buy Our Spares Smartly
BSC	Billet Sequence Code
BUNO	Bureau Number
BUPERS	Bureau of Naval Personnel
CAD	Cartridge Actuated Device
CANTRAC	Catalog of Navy Training Courses
CASS	Consolidated Automated Support System
CATCC	Carrier Air Traffic Control Center
CBT	Computer Based Training
CCR	Capacity Constrained Resource
CCS	Component Control Section
CDI	Collateral Duty Inspector
CDQAR	Collateral Duty Quality Assurance Representative
CECR	Change Entry Certification Record

CETS	Contractor Engineering Technical Services
CFT	Cross Functional Teams
CG	Guided-Missile Cruiser
CHIEFEVAL	Chief Petty Officer Evaluation
CILOP	Conversion in Lieu of Procurement
CLS	Contractor Logistics Support
CMS	Communications Material Systems
CMS	Consumable Material Section
CNAF	Commander Naval Air Forces
CNATT	Center for Naval Aviation Technical Training
CNI	Communication, Navigation, Identification
COB	Current On Board
CODR	Conventional Ordnance Discrepancy Report
COMFRC	Commander Fleet Readiness Center
COMNAVAIRFORINST	Commander Naval Air Forces Instruction
COMNAVSAFE	Commander Naval Safety Command
COMNAVSUPSYSCOM	Commander Naval Sea Systems Command
COMSEC	Communications Security
COPE	Conventional Ordnance Performance Evaluation
COSAL	Consolidated Shipboard Allowance List
CPH	Cost Per Flight Hour
CPIMS	Continuous Process Improvement Management System
CRIPL	Consolidated Remain-In-Place List
CRL	Calibration Requirements Listing
CSEC	Computerized Self Evaluation Checklist
CTPL	Central Technical Publications Library
CUI	Controlled Unclassified Information
CVN	Aircraft Carrier, Nuclear-Powered
CVW	Carrier Air Wing
C-Way	Career Waypoints
CWC	Composite Warfare Commander
CWTPI	Conventional Weapons Technical Proficiency Inspection
DCU	Document Control Unit
DDG	Guided Missile Destroyer
DECKPLATE	Decision Knowledge Programming for Logistics Analysis and Technical Evaluation
DIFM	Due In From Maintenance
DLA	Defense Logistics Agency
D-Level	Depot Level
DMAIC	Define-Measure-Analyze-Improve-Control
DNEC	Distribution Navy Enlisted Classification
DON	Department of the Navy
DRRS-N	Defense Readiness Reporting System Navy
DTPL	Dispersed Technical Publication Library

EDLN	Estimated Date Loss to the Navy
EDVP	Enlisted Distribution and Verification Process
EI	Engineering Investigation
ELAR	Electronic Local Assist Request
ELAT	Enterprise Logistics Analysis Tool
EKMS	Electronic Key Management System
ELMS	Enhanced Library Management System
EMCON	Emission Control
EMIR	Enlisted Manning Inquiry Report
EMR	Explosive Mishap Report
ENTRS	Enterprise Naval Training Reservation System
EO	Electro-Optical
EO	Equal Opportunity
EOC	Equipment Operational Capability
ERT	Emergency Response Team
ESD	Electrostatic Discharge
ETR	Engine Transaction Report
ETS	Engineering and Technical Services
EXREP	Expeditious Repair
FAC	Functional Area Code
FAD	Force Activity Designator
FASOTRAGRU	Fleet Aviation Specialized Operational Training Group
FCAP	Force Closure Analysis Program
FCF	Functional Check Flight
FCR	Formal Course Review
FEDLOG	Federal Logistics
FFG	Frigate Guided Missile
FHCAP	Flight Hour Cost Avoidance Program
FLR	Field Level Repairable
FLTMPS	Fleet Training Management and Planning System
FMD	Fleet Manpower Document
FOD	Foreign Object Damage
FOM	Facilitate Other Maintenance
FRC	Fleet Readiness Center
FRTP	Fleet Response Training Plan
GCPC	Government Commercial Purchase Card
GENDET	General Detail
GITR	Gun Inventory Tracking and Reporting
GSA	General Services Administration
HARM	High-speed Anti-Radiation Missile
HERF	Hazard of Electromagnetic Radiation to Fuel
HERO	Hazard of Electromagnetic Radiation to Ordnance
HERP	Hazard of Electromagnetic Radiation to Personnel

HIFR HM	Helicopter In Flight Refueling
HM	Hazardous Material
HMC&M	Hazardous Material Control and Management
HMLA	Marine Light Attack Helicopter
HMR	Hazardous Material Report
HMUG	Hazardous Material User's Guide
HPRR	Human Performance Requirements Review
HSC	Helicopter Sea Combat Squadron
HSM	Helicopter Maritime Strike Squadron
HT	Helicopter Training Squadron
HW	Hazardous Waste
HX	Helicopter Air Test and Evaluation Squadron
HYB	Hybrid
HYT	High Year Tenure
IA	Individual Augmentation
ICAPS	Interactive Computer Aided Provisioning System
ICP	Inventory Control Point
ICRL	Individual Component Repair List
ID	Interface Device
IDRC	Inter Deployment Readiness Cycle
IETM	Interactive Electronic Technical Manual
IFF	Identification Friend or Foe
I-Level	Intermediate Level
ILARTS	Integrated Launch and Recovery Television System
ILS	Integrated Logistic Support
IMA	Intermediate Maintenance Activity
IMC	Integrated Maintenance Concept
IMRL	Individual Material Readiness Listing
INS	Inertial Navigation System
IPB	Illustrated Parts Breakdown
IRAC	Interim Rapid Action Change
ISP	Information Security Program
ISSC	In Service Support Center
IT	Information Technology
ITDC	Inter Deployment Training Cycle
JASMMM	Joint Aviation Supply and Maintenance Material Management
JASU	Joint Aviation Screening Unit
JATDI	Joint Aviation Technical Data Integration
JBD	Jet Blast Deflector
JCN	Job Control Number
JDI JDR	Just Do It
DISS	Defense Information System for Security
JSOW	Joint Standoff Weapon

LAMS	Local Asset Management System
LHA	Landing Helicopter Assault
LHD	Landing Helicopter Dock
LIR	Logbook and Inventory Record
LOI	Letter of Instruction
LOX	Liquid Oxygen
LRCA	Local Repair Cycle Asset
LS	Logistics Specialist
LSE	Landing Signal Enlisted
LSO	Landing Signal Officer
2M	Miniature/Microminiature
3M	Maintenance and Material Management
MAF	Maintenance Action Form
MALS	Marine Aviation Logistic Squadron
MALSP	Marine Aviation Logistic Support Package
MAP	Meritorious Advancement Program
MCN	Maintenance Action Form Control Number
MCO	Material Control Officer
MCRL	Master Cross Reference List
MDBA/A	Maintenance Data Base Administrator/Analyst
MDR	Maintenance Data Report/Reporting
MDU	Material Delivery Unit
MEASURE	Metrology Automated System for Uniform Recall and Reporting
MESM	Mission-Essential Subsystem Matrix
MATCAL	Metrology and Calibration
METOC	Meteorology and Oceanography Center
MHE	Material Handling Equipment
MILCOM	Military Construction
MILSTRAP	Military Standard Transaction Reporting and Accounting Procedure
MMCO	Maintenance Material Control Officer
MMP	Monthly Maintenance Plan
MPP	Monthly Personnel Plan
MO	Maintenance Officer
MOVLAS	Manually Operated Visual Landing Aid System
MRT	Manning Requirement Type
MRW	Manpower Requirements Worksheet
OLMM	Organizational Level Maintenance Management
SDS	Safety Data Sheet
NAE	Naval Aviation Enterprise
NSS	Naval Sustainment System
NALCOMIS	Naval Aviation Logistics Command Management Information System
NAMCM	Naval Aviation Maintenance Control Management
NAMDRP	Naval Aviation Maintenance Discrepancy Reporting Program

NAMP	Naval Aviation Maintenance Program
NAMPSOP	Naval Aviation Maintenance Program Standard Operating Procedures
NAMTRAGR	Naval Air Maintenance Training Group
NATEC	Naval Air Technical Data and Engineering Service Command
NATO	North Atlantic Treaty Organization
NATOPS	Naval Air Training and Operating Procedures
NAVMAC	Navy Manpower Analysis Center
NAVRIIP	Naval Aviation Readiness Integrated Improvement Program
NAVSUP	Naval Supply
NC	Not Carried
NCEA	Non-Combat Expenditure Allocation
NCER	Non-Combat Expenditure Requirements
NDI	Nondestructive Inspection
NEC	Navy Enlisted Classification
NEETS	Navy Electricity and Electronics Training Series
NGRE	National Guard and Reserve Equipment
NIIN	National Item Identification Number
NIS	Not In Stock
NITRAS	Navy Integrated Training Resource Administration System
NMCS	Non Mission Capable Supply
NOMMP	Naval Ordnance Maintenance Management Program
NOMP	Naval Ordnance Management Policy
NPC	Navy Personnel Command
NPS	Non Prior Service
NSN	National Stock Number
NTMPS	Navy Training Management and Planning System
NTSP	Navy Training System Plan
OFC	Operational Functional Category
OHO	Ordnance Handling Officer
OJT	On-Job-Training
O-Level	Organizational Level
OMA	Organizational Maintenance Activity
OOMA	Optimized Organizational Maintenance Activity
OPNAV	Office of the Chief of Naval Operations
OPSEC	Operations Security
OPTAR	Operating Target
ORM	Operational Risk Management
OSD	Office of the Secretary of Defense
OTPS	Operational Test Program Set
OTS	One Touch Support
P&E	Planner and Estimator
PAA	Planned Aircraft Allowance
PACE	Paint and Corrosion Evaluation

PACT	Professional Apprenticeship Career Tracks
PAD	Propellant Actuated Device
PC	Placement Coordinator
PCS	Permanent Change of Station
PD	Position Description
PEB	Pre-Expended Bin
PERSMAR	Personnel Manning Assistance Report
PILS	Planeside Integrated Logistic Support
PKP	Purple Potassium Powder
PM	Periodic Maintenance
PM	Position Management
PM	Preventive Maintenance
PMA	Program Manager-Air
PMCS	Project Management Control System
PMIC	Periodic Maintenance Information Card
PMS	Planned Maintenance System
PMS	Preventive Maintenance Services
PMU	Program Management Unit
PNEC	Primary Navy Enlisted Classification
PPE	Personal Protective Equipment
PSMD	Preliminary Ship Manpower Document
PSQMD	Preliminary Squadron Manpower Document
QA	Quality Assurance
QAO	Quality Assurance Officer
QAR	Quality Assurance Representative
QEC	Quick Engine Change
QOA	Quality of Alignments
QPT	Qualified and Proficient Technician
RADHAZ	Radiation Hazard
RBA	Ready Basic Aircraft
RCM	Reliability Centered Maintenance
RCU	Requisition Control Unit
REP	Refillable Excess Position
RESFORON	Reserve Force Squadron
RF	Radio Frequency
RFI	Ready for Issue
RFT	Ready For Tasking
RIE	Rapid Improvement Event
RILOP	Reclamation In Lieu of Procurement
ROC/POE	Required Operational Capabilities/Projected Operational Environment
ROD	Report of Discrepancy
ROE	Rules Of Engagement
RSO	Radiation Safety Officer

RST	Resource Sizing Tool
RTCASS	Reconfigurable Transportable CASS
SA/A	System Administrator/Analyst
SAFE	Structural Appraisal of Fatigue Effects
SALTS	Streamlined Automated Logistics Transmission System
FAME	F/A-18 Automated Maintenance Environment
SCC	Sequence Control Card
SDLM	Standard Depot Level Maintenance
SDR	Supply Discrepancy Report
SE	Support Equipment
SEAOPDET	Sea Operational Detachment
SEATS	Survival Equipment Asset Tracking System
SECNAV	Secretary of the Navy
SERMIS	Support Equipment Resources Management Information System
SERP	Shipboard Equipment Replacement Program
SESS	Support Equipment Standardization System
SFIMA	Strike Force Intermediate Maintenance Activity
SFOEDL	Summary Filled Order/Expenditure Difference Listing
SH	Sexual Harassment
SHARPS	Super Hornet's Shared Reconnaissance Pod
SHOC	Shipboard Handling Ordnance Certification
SHORCAL	Shore Consolidated Allowance List
SLAM-ER	Standoff Land Attack Missile Expanded Response
SLEP	Service Life Extension Program
SM&R	Source, Maintenance, and Recoverability
SMD	Ship Manpower Document
SMQ	Special Maintenance Qualification
SMR	Statement of Manpower Requirements
SNEC	Secondary Navy Enlisted Classification
SOH	Safety and Occupational Health
SOP	Standard Operating Procedures
SORM	Standard Organization and Regulations Manual
SORTS	Status of Resources and Training
SQMD	Squadron Manpower Document
SRA	Shop Replaceable Assembly
SRC	Scheduled Removal Component
SRS	Supply Response Section
SSBI	Single Scope Background Investigation
SSU	Ship Support Unit
STUAS	Small Tactical Unmanned Aircraft System
SUADPS	Shipboard Uniform Automated Data Processing System
T/M	Type Maintenance
T/M/S	Type/Model/Series

TAD	Temporary Additional Duty
TAT	Turnaround Time
TAU	Twin Agent Unit
TD	Technical Directive
TDR	Time Domain Reflectometer
TDSA	Technical Directive Status Accounting
TFMMS	Total Force Manpower Management System Theory of Constraints
TOC	Theory of Constraints
TPDR	Technical Publications Deficiency Report
TPI	Test Program Instruction
TRR	Time to Reliably Replenish
TRU	Technical Research Unit
TYCOM	Type Commander
TYPE EQUIP	Type Equipment
UAV	Unmanned Aerial Vehicle
UCAS	Unmanned Combat Air System
UCAS-D	Unmanned Combat Air System - Demonstration
UMMIPS	Uniform Material Movement and Issue Priority System
UNREP	Underway Replenishment
VAQ	Tactical Electronics Warfare Squadron
VAW	Carrier Airborne Early Warning Squadron
VC	Fleet Composite Squadron
VFA	Strike Fighter Squadron
VFC	Fighter Squadron Composite
VERTREP	Vertical Replenishment
VMA	Marine Attack Squadron
VMFA	Marine Fighter Attack Squadron
VMM	Marine Medium Tiltrotor Squadron
VP	Patrol Squadron
VQ	Fleet Air Reconnaissance Squadron
VR	Fleet Logistics Support
VRC	Fleet Logistics Support Squadron
VRM	Fleet Logistics Multi-Mission Squadron
VSA	Value Stream Analysis
VT	Training Squadron
VUP	Unmanned Patrol Squadron
VX	Air Test and Evaluation Squadron
VXE	Antarctic Development Squadron
W/D	When Discovered
WHE	Weight Handling Equipment
WRA	Weapons Replaceable Assembly
WSS	Weapon System Support
WUC	Work Unit Code

100 INTRODUCTION TO FUNDAMENTALS

100.1 INTRODUCTION

This PQS begins with a Fundamentals section covering the basic knowledge and principles needed to understand the equipment or duties to be studied. Normally, you would have acquired the knowledge required in the Fundamentals section during the school phase of your training. If you have not been to school or if you need a refresher, the references listed at the beginning of each fundamental will aid you in a self-study program. All references cited for study are selected according to their credibility and availability.

100.2 HOW TO COMPLETE

The fundamentals you will have to complete are listed in the watchstation (300 section) for each watchstation. You should complete all required fundamentals before starting the systems and watchstation portions of this PQS, since knowledge gained from fundamentals will aid you in understanding the systems and your watchstation tasks. When you feel you have a complete understanding of one fundamental or more, contact your Qualifier. If you are attempting initial qualification, your Qualifier will expect you to satisfactorily answer all line items in the fundamentals before signing off completion of that fundamental. If you are requalifying or have completed the appropriate schools, your Qualifier may require you to answer representative line items to determine if you have retained the necessary knowledge for your watchstation. If your command requires an oral board or written examination for final qualification, you may be asked any questions from the fundamentals required for your watchstation.

101 SAFETY FUNDAMENTALS

References:

[a] OPNAVINST 3500.39D, Operational Risk Management (ORM)
[b] OPNAVINST 5100.23H, Navy Safety and Occupational Health Manual
[c] OPNAVINST 3750.6S, Naval Aviation Safety Management System
[d] COMNAVAIRFORINST 4790.2D
[e] OPNAVINST 5102.1E CH-2, Navy Safety Investigation
[f] NAVEDTRA 14325, Basic Military Requirements
[g] NAVEDTRA 14014A, Airman
[h] OPNAVINST 5100.28, Hazardous Material User's Guide (HMUG)
[i] https://navalsafetycommand.navy.mil/
[j] NAVAIR 00-80T-105, Aircraft Carrier (CV) Naval Air Training and Operating Procedures
[k] OPNAVINST 5100.19F, Navy Safety and Occupational Health (SOH) Program - Afloat
[l] NAVAIR 00-80T-109, Aircraft Refueling Naval Air Training and Operating Procedures
[m] Local Directives and Standard Operating Procedures (SOP)
[n] CNAP/CNAL/CNAFR 4790.43

100.1 Discuss the concept of ORM [ref. a]

_____

(Signature and Date)

.2 Explain the following as they apply to ORM: [ref. a]

a. Identifying hazards
b. Assessing hazards
c. Making risk decisions
d. Implementing controls
e. Supervising

_____

(Signature and Date)

.3 Discuss the purpose and goal of the Navy Safety Management System: (SMS) [refs. b, c, m]

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(Signature and Date)

101 SAFETY FUNDAMENTALS (CONT'D)

101.4 Discuss the purpose of the Naval Aviation Safety Management System [ref.c]

_____

(Signature and Date)

.5 Identify the types and circumstances under which safety reports are to be prepared and transmitted to the Naval Aviation Safety Command [ref. c]

_____

(Signature and Date)

.6 Discuss how the following causal factors contribute to aviation mishaps: [ref. c]

a. Human
b. Material

_____

(Signature and Date)

.7 Define the following aircraft mishap severity classes: [ref. c]

a. Class A
b. Class B
c. Class C
d. Class D
e. Class E

_____

(Signature and Date)

.8 Define the following aircraft mishap subcategories: [ref. c]

a. Flight mishap (FM)
b. Flight related mishap (FRM)
c. Aircraft ground mishap (AGM)

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(Signature and Date)

.9 Discuss the composition and purpose of the Aircraft Mishap Board [ref. c]

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(Signature and Date)

101 SAFETY FUNDAMENTALS (CONT'D)

101.10 Discuss the safety precautions to be observed when:

a. Working in confined spaces [ref. b]
b. Working near or utilizing electrical equipment [ref. f]
c. Working in spaces with high noise levels [ref. f]
d. Working with flammable (paints, solvents, etc.) [ref. b, f]
e. Working near compressed gases [ref. f]
f. Lifting heavy objects [ref. f]
g. Working in Radiation Hazard (RADHAZ) areas [ref. f]
h. Working with/near asbestos [ref. f]

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(Signature and Date)

.11 Discuss the safety precautions to be observed during a fire. (e.g., security, evacuation routes, mustering, etc.) [ref. f, m]

_____
(Signature and Date)

.12 Discuss the safety precautions which must be implemented aboard your ship/station to prepare for severe weather or when severe weather is being experienced [ref. m]

_____
(Signature and Date)

.13 Discuss the following first aid procedures: [ref. f]

a. Removing a victim from an energized circuit
b. Treatment for shock
c. Treatment for burns
d. Treatment for bleeding
e. Treatment for heat exhaustion
f. Treatment for frostbite

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(Signature and Date)

101 SAFETY FUNDAMENTALS (CONT'D)

101.14 Discuss the following:

a. Sight conservation [ref. b]
b. Battery safety [ref. g]
c. Foot protection [ref. b]
d. Head protection [ref. b]
e. Toxic material protection [ref. b]
f. Hazardous material label [ref. b]
g. Electromagnetic radiation hazards [ref. b]
h. Hearing conservation [ref. b]

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(Signature and Date)

.15 Discuss the following services provided by the Naval Safety Command: [ref. i]

a. Magazines
b. ALSAFE Messages
c. Safety Surveys
d. Web site
e. Aviation Maintenance Checklists
f. Engine Cost Data
g. Command Climate Assessment
h. Maintenance Climate Assessment

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(Signature and Date)

.16 Define the following terms as used in aviation maintenance publications: [ref. d]

a. Warning
b. Caution
c. Note
d. Must and Will
e. Should
f. May

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(Signature and Date)

.17 Discuss the role of the ship/station Industrial Hygienist, in aviation maintenance operations [ref. b]

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(Signature and Date)

101 SAFETY FUNDAMENTALS (CONT'D)

101.18 Discuss the flight deck/line safety precautions applicable to the following:

a. Flight deck clothing [ref. j]
b. Hazards of turning main rotor blades and rotor blade downwash [ref. j]
c. Hazards of turning tail rotor blades [ref. j]
d. Ship maneuvering [ref. m]
e. Cold/heavy weather operations [ref. m]
f. Aircraft movement hazards [ref. j]
g. REMOVE BEFORE FLIGHT warning flags/streamers [ref. m]
h. Trip hazards associated with flight deck/hangar deck [ref. m]
i. Divisional/hangar/elevator doors [ref. m]
j. Weapons elevator hatches [ref. m]
k. AESS hatches/stations [ref. m]
l. Aircraft fueling [ref. l]
m. Fuel, oil, and hydraulic leaks [ref. m]
n. Weapons/chaff [ref. j]
o. Emergency landing [ref. j]
p. Night operations [ref. j]
q. Foreign Object Damage (FOD) Walkdown [ref. j]

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(Signature and Date)

.19 Discuss the role of the Aircraft Maintenance Coordinator (AMC) and Flight Line Coordinator (FLC) in preventing aviation mishaps. [ref. n]

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(Signature and Date)

102 AVIATION FUNDAMENTALS

References:

[a] NAVAIR 00-80T-80, Aerodynamics for Naval Aviators
[b] NAVEDTRA 14315B, Aviation Structural Mechanic
[c] FAA-H-8023-21B, FAA Helicopter Flying Manual
[d] NAVEDTRA 14008A, Aviation Machinist's Mate
[e] NAVEDTRA 14176A, NEETS Module 4--Introduction to Electrical Conductors
[f] NAVEDTRA 14175A, NEETS Module 3--Introduction to Circuit Protection
[g] NAVEDTRA 14188A, NEETS Module 16--Introduction to Test Equipment
[h] NAVEDTRA 14028, Aviation Electronics Technician 3
[i] OPNAVINST 3120.32D CH-1, Standard Organization and Regulations Manual
[j] NAVAIR 00-80T-105, Aircraft Carrier (CV) Naval Air Training and Operating Procedures
[k] NAVAIR 00-80T-96, Common Support Equipment Basic Handling and Safety Manual
[l] NAVAIR 00-80T-106, LHA/LHD/MCS Naval Air Training and Operating Procedures
[m] NAVAIR 00-80T-120, Aircraft Carrier (CV) Flight/Hangar Deck NATOPS
[n] OPNAVINST 5100.19F, Navy Safety and Occupational Health (SOH) Program Afloat
[o] Local Directives and Standard Operating Procedures
[p] NAVAIR 00-80T-113, Aircraft Signals Naval Air Training and Operating Procedures
[q] NAVAIR 00-80R-14, (NATOPS) U.S.Navy Aircraft Rescue Information Manual
[r] NAVEDTRA 14353A, Aviation Boatswains Mate, Handler (ABH)
[s] NAVAIR 19-25-515, Firefighting Vehicle A/S32P-25A
[t] NAVEDTRA 15010A, Mass Communication Specialist (MC), Basic
[u] NAVEDTRA 14010, Aerographer's Mate 1&C
[v] NAVEDTRA 14312, Basic Meteorology
[w] NAVEDTRA 14269, Surface Weather Observations

102 AVIATION FUNDAMENTALS (CONT'D)

102.1 Describe the following aerodynamic terms and their interrelationships: [refs. a, b]

a. Lift
b. Weight
c. Drag
d. Thrust
e. Longitudinal axis
f. Vertical axis
g. Lateral axis
h. Angle of Attack (AOA)

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(Signature and Date)

.2 State the three primary movements of aircraft about the axes [refs. a, b]

_____
(Signature and Date)

.3 State the purpose of the following flight control surfaces: [refs. a, b]

a. Flap
b. Spoiler
c. Speed brakes
d. Slats
e. Horizontal stabilizer
f. Vertical stabilizer
g. Rudder
h. Main rotor blades
i. Tail rotor blades
j. Aileron
k. Elevator
l. Leading Edge Flap

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(Signature and Date)

.4 Identify and state the purpose of the primary flight controls for: [ref. b]

a. Fixed wing aircraft
b. Rotary wing aircraft
c. Tilt Rotor Aircraft

_____
(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.5 State the purpose of the following: [ref. a]

a. Pitot-static
b. Airspeed indicator
c. Altimeters
d. Rate-of-climb
e. Attitude indicator
f. Turn and bank indicator
g. Navigation systems
h. Magnetic (standby) compass
i. Communication systems
j. Accelerometers

_____
(Signature and Date)

.6 State the components of a basic hydraulic/pneumatic system [ref. b]

_____
(Signature and Date)

.7 Describe and explain the purpose of the main components of landing gear [ref. b]

_____
(Signature and Date)

.8 Describe the primary purpose and characteristics of autorotation [ref. b]

_____
(Signature and Date)

.9 Describe the retreating blade stall condition [ref. a]

_____
(Signature and Date)

.10 Define the term power settling [ref. a]

_____
(Signature and Date)

.11 Discuss icing and its effect on the performance of naval aircraft [ref. a]

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(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.12 Describe the aerodynamic influence of ground effect:

a. Fixed wing [ref. a]
b. Rotary wing [ref. c]

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(Signature and Date)

.13 State the five basic sections of a jet engine [ref. b]

_____
(Signature and Date)

.14 Describe the basic differences in the following engine systems: [ref. a, d]

a. Turboprop
b. Turbojet
c. Turbofan
d. Turboshaft
e. Auxiliary Power Unit (APU)

_____
(Signature and Date)

.15 State the purpose of an afterburner [ref. a, d]

_____
(Signature and Date)

.16 Identify the respective aircraft for each of the following engines: [refs. c]

a F-404-400/402
b. F-414
c. T-56-425/427/14/16
d. T700
e. J-52
f. T-64
g. CFM-56-7B
h. F-135
i. J-T8D

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(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.17 Describe the effects of overstress on aircraft service life [ref. a]

_____
(Signature and Date)

.18 For the following fuels, state the North Atlantic Treaty Organization (NATO) symbol, the flashpoint, and briefly explain the characteristics and reasons for the use of each: [ref. d]

a. JP4
b. JP5
c. JP8

_____
(Signature and Date)

.19 State the primary mission of the following aviation communities: [refs. a, c]

a. HSC
b. HSM
c. HM
d. HMLA
e. HT
f. HX
g. VAQ
h. VAW
i. VC
j. VFA
k. VMA
l. VMFA
m. VMM
n. VP
o. VQ
p. VR
q. VRC
r. VRM
s. VT
t. VX/VXE
u. VFC
v. VUP

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(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.17 Describe the effects of overstress on aircraft service life [ref. a]

_____
(Signature and Date)

.18 For the following fuels, state the North Atlantic Treaty Organization (NATO) symbol, the flashpoint, and briefly explain the characteristics and reasons for the use of each: [ref. d]

a. JP4
b. JP5
c. JP8

_____
(Signature and Date)

.19 State the primary mission of the following aviation communities: [refs. a, c]

a. HSC
b. HSM
c. HM
d. HMLA
e. HT
f. HX
g. VAQ
h. VAW
i. VC
j. VFA
k. VMA
l. VMFA
m. VMM
n. VP
o. VQ
p. VR
q. VRC
r. VRM
s. VT
t. VX/VXE
u. VFC
v. VUP

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(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.20 Identify the mission of the following Navy and Marine Corps aircraft: [refs. a, c]

a. AV-8 Harrier
b. C-130 Hercules
c. C-2A Greyhound
d. C-20 Gulfstream
e. C-40 Clipper
f. C-9 Sky Train
g. C-12 Huron
h. C-26 Metroliner
i. C-37 Transport
j. CH-53 Sea Stallion
k. E-6 Mercury
l. EA-6B Prowler
m. EA-18G Growler
n. E-2D Hawkeye
o. F/A-18 Hornet/Rhino
p. F35 Lightning II
q. F5 Tiger II
r. P-3 Orion/EP-3 Aries
s. P-8 Poseidon
t. MH-60R/MH-60S Seahawk
u. T-45 Goshawk
v. T-34 Turbomentor
w. T-6 Texan
x. UH-1Z Huey
y. V-22 Osprey
z. H-57 Sea Ranger
aa. T-44 Pegasus
bb. MQ-4C Triton
cc. MQ-8B/C Fire Scout
dd. UCAS (Unmanned Combat Air System)
ee. STUAS (Small Tactical Unmanned Aircraft System)

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(Signature and Date)

.21 Discuss the operating principles and uses of RADAR [ref. b]

_____
(Signature and Date)

102 AVIATION FUNDAMENTALS (CONT'D)

102.22 Explain the use and modes of Identification Friend or Foe (IFF) [ref. b]

_____

(Signature and Date)

.23 Describe the information provided by the Inertial Navigation System (INS) [ref. b]

_____

(Signature and Date)

.24 State the aviation mission of each of the following ships: [refs. a, d]

a. CG
b. CVN
c. DDG
d. LCC
e. LCS
f. LHA/LHD
g. LPD
h. MCN

_____

(Signature and Date)

.25 Identify and explain the purpose of the following aviation ratings: [refs. a, e]

a. AB
b. AC
c. AD
d. AE
e. AG
f. AM
g. AME
h. AO
i. AS
j. AT
k. AW
l. AZ
m. MC
n. PR
o. LS

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(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.26 Explain the use of basic electrical schematics and block diagrams [ref. e]

_____

(Signature and Date)

.27 State the purpose of wiring and cable identification codes [ref. e]

_____

(Signature and Date)

.28 Explain the purpose of the following:

a. Circuit Breaker [ref. f]
b. Fuse [ref. f]
c. Multimeter [ref. g]
d. Time Domain Reflectometer (TDR) [ref. g]
e. Megohmmeter [ref. h]
f. Oscilloscope [ref. g]

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(Signature and Date)

.29 Explain the following avionics terms: [ref. h]

a. Voltage
b. Current
c. Resistance
d. Ohm's Law

_____

(Signature and Date)

.30 Discuss the proper use of lights during night operations [ref. j]

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(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.31 Discuss the dangers of working near aircraft intakes/exhaust, propeller/rotor arc and tail hooks [ref. k]

_____

(Signature and Date)

.32 Discuss the effects of hot exhaust gases on ordnance, external stores, aircraft, and equipment [refs. l, m]

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(Signature and Date)

.33 Explain the dangers of standing behind Jet Blast Deflector (JBD) with aircraft at high power settings [ref. m]

_____

(Signature and Date)

.34 Discuss the potential personnel and equipment hazards when engaging and disengaging rotors. [ref. n]

_____

(Signature and Date)

.35 Discuss the hazards of stepping across the foul line, shot line and catapult track during launch and retract [ref. m]

_____

(Signature and Date)

.36 Discuss how aircraft are tied down to prevent movement [ref. m]

_____

(Signature and Date)

.37 Discuss the effects of turbojet/turbofan/turboprop aircraft engines ingesting hot exhaust [ref. m]

_____

(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.38 Discuss the dangers of the landing area during recovery [ref. o]

_____

(Signature and Date)

.39 Discuss personnel movement on the flight deck during flight operations [ref. m]

_____

(Signature and Date)

.40 Explain the protective functions of the following: [ref. o]

a. Engine duct covers
b. Engine intake inspection
c. Engine turn-up screens
d. Other aircraft protective covers
e. Authorized FOD containers
f. Drip pans
g. Landing Gear Pins

_____

(Signature and Date)

.41 Locate on a diagram the following areas of a flight deck: [ref. o]

a. Aircraft elevators
b. Flight deck control
c. Weapons elevators
d. Patio/shelf
e. Junkyard
f. Helo landing spots
g. Arresting cables
h. Barricade
i. Catapults
j. Landing Signal Officer (LSO) platform
k. Finger
l. Crotch
m. Corral
n. Point
o. Six-pack
p. Street
q. Bomb Farm
r. Island
s. Jet Blast Deflector

_____

(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.42 Locate on a diagram the following areas of an aircraft carrier hangar deck: [ref. o]

a. Hangar deck control
b. Conflagration stations
c. Bay one
d. Bay two
e. Bay three
f. Divisional doors
g. Elevator doors
h. Aircraft elevators
i. Weapons elevators
j. Sprinkler group activation
k. Aqueous Film Forming Foam (AFFF) stations
l. CO2 bottles
m. PKP bottles
n. Fire lane
o. Fuel stations
p. SCBA locker
q. Medical/first aid box
r. Battle Dressing Station (BDS)
s. O2/N2 plant
t. Engine container storage area (Mountain)
u. Repair lockers
v. Tunnel

_____

(Signature and Date)

102.43 Identify the personnel wearing the following color jersey and discuss their duties: [ref. m]

a. Green
b. Yellow
c. Red
d. Brown
e. Blue
f. Purple
g. White

_____

(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.44 Recognize and describe the following visual hand signals needed for day and night flight operations: [ref. p]

a. Affirmative (all clear)
b. Negative (not clear)
c. Turn to left
d. Turn to right
e. Move ahead
f. Stop
g. Personnel approaching aircraft
h. Insert chocks
i. Remove chocks
j. Connect ground electrical power
k. Disconnect ground electrical power
l. Start engine(s)
m. Cut engine(s)
n. Fold wings/helicopter blades
o. Spread wings/helicopter blades
p. Fire
q. Remove chocks and/or tie down
r. Insert chocks and/or install tie do
s. Hot brakes
t. Raise hook
u. Lower hook
v. Move upward
w. Hover
x. Move downward
y. Move to left
z. Move to right
aa. Droop stops out
bb. Droop stops in
cc. Engage rotor(s)
dd. Set rotor brake
ee. Install tie downs (LSE)
ff. Hold position

_____

(Signature and Date)

.45 Explain the four classifications of fire and the appropriate extinguishing agent [ref. q]

_____

(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.46 Identify and explain the use of the following:

a. AFFF stations [ref. q]
b. Portable fire bottles [ref. q]
c. Countermeasure washdown system [ref. r]
d. Mobile firefighting unit (P-25/A) [ref. s]
e. Shipboard Twin Agent Unit (TAU) [ref. q]

_____
(Signature and Date)

.47 Discuss the responsibilities of the crash and salvage crew [ref. q]

_____
(Signature and Date)

.48 Identify the equipment designation(s) and explain the use of the following support equipment and their associated hazards: [ref. k]

a. Tow tractor
b. Tow bar
c. Aircraft starting unit (mobile/installed)
d. Mobile electric power plant
e. Nitrogen servicing unit
f. Oxygen servicing (gaseous/liquid)
g. Aircraft Crash Handling and Salvage Crane (Tilly)
h. Hydraulic servicing unit
i. Hydraulic power supply
j. Hangar deck crane
k. Oil servicing unit
l. Mobile air-conditioner
m. Corrosion control cart
n. 20K Forklift
o. Spotting Dolly
p. F-35 Peculiar Support Equipment

_____
(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.49 Discuss the responsibilities of the following personnel in a CVN Air Department: [ref. m]

a. Air Officer (Air Boss)
b. Assistant Air Officer (Mini Boss)
c. Aircraft Handling Officer (ACHO)
d. Crash and Salvage Officer/Air Boatswain
e. Flight Deck Officer (V-1 Division)
f. Catapult and Arresting Gear Officer (V-2 Division)
g. Hangar Deck Officer (V-3 Division)
h. Aviation Fuels Officer (V-4 Division)

_____
(Signature and Date)

.50 Discuss the function of reconnaissance photography [ref. t]

_____
(Signature and Date)

.51 Discuss the altitude range for the following types of aerial photography: [ref. t]

a. Low altitude
b. Medium altitude
c. High altitude

_____
(Signature and Date)

.52 Define the following terms and explain their use: [refs. a, d, w]

a. LIDAR
b. FLIR photography

_____
(Signature and Date)

.53 Discuss the operational interface between the ATFLIR and the F/A-18 aircraft [refs. t, v]

_____
(Signature and Date)

102 Aviation Fundamentals (Cont'd)

102.54 Describe the reconnaissance capabilities of the following platform: [refs. t, v]

a. F/A-18 Hornet/Rhino
b. P-8 Poseidon
c. MH-60R

_____
(Signature and Date)

.55 Define the following terms: [refs. u, v]

a. Weather
b. Climate
c. Tropical cyclone

_____
(Signature and Date)

.56 Discuss the information available on the following weather messages: [ref. u]

a. Tropical warnings
b. Wind warnings
c. High seas warning

_____
(Signature and Date)

.57 State the four weather conditions of readiness [ref. i, u]

_____
(Signature and Date)

.58 Explain the purpose of the following devices as used in antisubmarine warfare: [ref. h]

a. Passive sonobuoys
b. Active sonobuoys
c. Electronic countermeasures
d. Magnetic anomaly detection

_____
(Signature and Date)

103 MANPOWER/PERSONNEL MANAGEMENT FUNDAMENTALS

References:

[a] OPNAVINST 1000.16L Chapter 3, Navy Total Force Manpower Policies
[b] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[c] BUPERSINST 1080.54A Enlisted Distribution and Verification Process (EDVP)
[d] BUPERSINST 5450.49D, Mission and Functions of Navy Manpower Analysis
[e] NAVPERS 18068F, Enlisted Manpower & Personnel Classifications and Standards
[f] COMNAVPERSCOMINST 1300.1A, Enlisted Manning Policy and Procedures
[g] https://www.mynavyhr.navy.mil/Career-Management/Detailing/MyNavy-Assignment/
[h] Local/Type Wing Directives and Standard Operating procedures
[i] https://www.mynavyhr.navy.mil/
[j] https://ntmpsweb.ncdc.navy.mil/fltmps/
[k] Procedures for Billet Based Distribution (BBD), User's Guide for My Navy Assignment (MNA)
[l] MILPERSMAN 1306-318
[m] MILPERSMAN 1306-108
[n] MILPERSMAN 1160-120

103.1 Discuss the purpose and search options available in Billet Based Distribution (BBD). [ref. k]

_____

(Signature and Date)

103.2 Identify key components of BBD and discuss the following: [ref. c, k]

a. PACT Sailor
b. Alignment
c. BA
d. Bridged NEC
e. BSC
f. C-Way
g. DNEC
h. EDLN
i. FAC
j. Fill
k. Floating NEC
l. Lock Status
m. MRT
n. Fit
o. PNEC/SNEC
p. PG/TG
q. QOA
r. Unaligned Personnel
s. Unfunded Billet
t. Vacancies (Signature and Date)

_____

(Signature and Date)

103 MANPOWER/PERSONNEL MANAGEMENT FUNDAMENTALS (CONT'D)

103.3 Discuss purpose and components of the Activity Manning Document (AMD) for Fleet and Shore [ref. a]

_____

(Signature and Date)

.4 Identify and discuss the manpower requirement information contained in the AMD [ref. a]

_____

(Signature and Date)

.5 Identify and discuss the manpower authorization information contained in the AMD [ref. a]

_____

(Signature and Date)

.6 Discuss the purpose of an Enlisted Manning Inquiry Report (EMIR). [ref. n]

_____

(Signature and Date)

.7 Identify the roles of the following:

a. Navy (NAVMAC) [ref. a, d]
b. ACC/Type Commander (TYCOM) [ref. b, e]
c. Type Wing [ref. b]
d. Command [ref. a, i]
e. Navy Personnel Command [ref. i]
f. PERS 404 Detailer [ref. i]
g. PERS 4013 Placement [ref. i]
h. U.S. Fleet Forces Command [ref. i, e]

_____

(Signature and Date)

103 MANPOWER/PERSONNEL MANAGEMENT FUNDAMENTALS (CONT'D)

103.8 Discuss the purpose of the Personnel Manning Assistance Report (PERSMAR). [ref. f]

_____

(Signature and Date)

.8 Discuss the procedures for an NEC change request. [ref. e, r]

_____

(Signature and Date)

.9 Discuss the purpose of the SEAOPDET. [ref. b]

_____

(Signature and Date)

.10 Discuss the information available from My Navy Assignment (MNA). [ref. g]

_____

(Signature and Date)

.11 Discuss the following Temporary Assigned Duty (TAD) requirements: [ref. h]

a. Internal to the command
b. External to the command

_____

(Signature and Date)

.13 Discuss the following classification of school quotas: [refs. c, n]

c. En route
d. Returnable
e. Non-returnable

_____

(Signature and Date)

.14 Discuss the procedures for requesting an order modification. [ref. i]

_____

(Signature and Date)

.15 Discuss the Command responsibility for Individual Augmentees (IAs). [ref. i]

_____

(Signature and Date)

103 ANPOWER/PERSONNEL MANAGEMENT FUNDAMENTALS (CONT'D)

103.16 Define the following terms and explain their purpose: [ref. a, c]

a. ROC/POE
b. FMD
c. SMD
d. SQMD
e. PSMD
f. PSQMD
g. SEAOPDET Manpower Document
h. MALS Augment
i. AMD

_____

(Signature and Date)

.17 Define the following terms and explain their purpose:

a. TFMMS [refs. a, d]
b. Manpower Change Request [refs. a, d, k]
c. Staffing Standards [refs. a, d]
d. SMR [refs. a, d]
e. MRW [ref. a]

_____

(Signature and Date)

.18 Discuss the manpower management tools available using the FLTMPS website. [ref. j]

_____

(Signature and Date)

.19 Discuss HYT rules as it applies to enlisted Sailors. [ref. n]

_____

(Signature and Date)

104 SECURITY FUNDAMENTALS

References:

[a] DoD Manual 5200.02 CH-1, Procedures for the DoD Personnel Security Program
[b] SECNAVINST 5510.36B Department of the Navy Information Security Program
[c] EKMS-1E, https://infosec.navy.mil/
[d] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)

104.1 Define and discuss the following:

a. Security Clearance [ref. a, Glossary]
b. Need-to-know [ref. b, ch. 9, ref. c, ch. 5]
c. Access [ref. a, Glossary]
f. Classified information [ref. b, app. A]
g. Compromise [ref. b, app. A]
h. Intelligence [ref. b, ch. 6]
i. Marking [ref. b, ch.6]
j. Counterintelligence [ref. b, ch. 3, app. A]
k. Defense Information System for Security (DISS) (Formerly JPAS) [ref. a]
l. Single Scope Background Investigation (SSBI) [ref. b, ch. 6]

_____
(Signature and Date)

.2 Discuss receipt, custody, handling and destruction requirements for the following: [ref. a]

a. Top secret, secret, and confidential material [ref. c, ch. 2]
b. Controlled Unclassified Information (CUI) [ref. b, ch. 1]

_____
(Signature and Date)

.3 Discuss the following as applied to classified material:

c. Reportable COMSEC incidents [ref. c, Annex W]
d. Priority of emergency destruction [ref. b, exh. 2B, ref. c, Annex W]
e. Methods of emergency destruction [ref. b, exh. 2B, ref. c, Annex W]
f. Documentation requirements for COMSEC material [ref. c, ch. 7]
g. Dissemination [ref. b, ch. 6]

_____
(Signature and Date)

.4 Discuss the maintenance work center secure container requirements [ref. c, ch. 5, Annex I, J, K]

_____
(Signature and Date)

105 ADMINISTRATION FUNDAMENTALS

References:

[a] SECNAVINST M-5216.5, Correspondence Manual
[b] BUPERSINST 1610.10F, Navy Performance Evaluation and Counseling System
[c] BUPERSINST 1430.16G, Enlisted Advancement Manual
[d] NAVPERS 15560D, Naval Military Personnel Manual

105.1 Discuss enlisted advancement eligibility requirements. [ref. c]

_____
(Signature and Date)

.2 Discuss the purpose and requirements for accelerated advancement. [ref. d]

_____
(Signature and Date)

.3 Discuss the requirements for the Meritorious Advancement Program (MAP). [ref. c]

_____
(Signature and Date)

.4 Discuss Performance Evaluations and Fitness Reports: [ref. b]

_____
(Signature and Date)

.5 State the purpose of the reporting senior trait/summary average. [ref. b]

_____
(Signature and Date)

106 AVIATION ORDNANCE FUNDAMENTALS

References:

[a] NAVSEA OP 5, Rev. 7, Ammunition and Explosives Ashore
[b] NAVSEA OP 4, Rev. 12, Ammunition and Explosives Afloat
[c] OPNAV M8000.16, Naval Ordnance Management Policy (NOMP) Manual
[d] NAVEDTRA 14313B, Aviation Ordnanceman
[e] OPNAVINST 8023.24D, Navy Personnel Ammunition and Explosives Handling
[f] NAVSEA OP 3565, Vol II Electromagnetic Radiation Hazards

106.1 Discuss the different classes of explosives. [ref. a]

_____
(Signature and Date)

.2 Discuss ammunition compatibility as it pertains to ordnance stowage. [ref. b]

_____
(Signature and Date)

.3 Describe the functions of the divisions within the shipboard Weapons Department. [ref. c]

_____
(Signature and Date)

.4 Discuss the duties of the Ordnance Handling Officer (OHO). [ref. c]

_____
(Signature and Date)

106 AVIATION ORDNANCE FUNDAMENTALS (CONT'D)

106.5 Explain the functions of the following: [ref. d]

a. Gun system (M61A1)
b. Rockets
c. Bombs
d. Laser guided bombs
e. Pyrotechnics
f. Missiles
g. Mines
h. Torpedoes
i. Cartridge Activated Device (CAD)

_____

(Signature and Date)

.6 State the purpose of the following missiles: [ref. c]

a. HELLFIRE (AGM-114B)
b. AMRAAM (AIM-120)
c. SIDEWINDER (AIM-9 series)
d. HARM (AGM-88 series)
e. MAVERICK(AGM-65 series)
f. HARPOON (AGM-84 series)
g. SLAM-ER (AGM-84K-1)
h. JSOW (AGM-154 series

_____

(Signature and Date)

.7 Discuss the content and use of the Conventional Ordnance Performance Evaluation (COPE). [ref. c]

_____

(Signature and Date)

.8 Explain the following terms as they apply to ordnance: [ref. c, f]

a. Warning
b. Caution
c. Note
d. Shall
e. Should
f. May/need
g. Will

_____

(Signature and Date)

106 AVIATION ORDNANCE FUNDAMENTALS (CONT'D)

106.9 Define the following: [ref. d]

a. Airborne weapons
b. Arming
c. Hung weapons
d. Intent to launch weapon
e. Rearming area
f. Unexpended weapons

_____
(Signature and Date)

.10 Explain the following terms as they apply to the Ordnance Qualification Program. [ref. e]

a. Qualification/Certification Board Chairman
b. Qualification/Certification Board Member
c. Certification
d. Decertification
e. Training Plan
f. OPNAV 8020/2 Medical Examiner's Certificate

_____
(Signature and Date)

.11 Define the following: [ref. f]

b. HERP
c. HERF
d. HERO

_____
(Signature and Date)

.12 Explain the following terms as they apply to Aircraft Armament Equipment (AAE). [ref. c]

a. Gun Inventory and Reporting (GITR)
b. All Weapons Information System (AWIS)
c. Conventional Ordnance Discrepancy Reporting (CODR)

_____
(Signature and Date)

.13 Discuss the responsibilities of ordnance personnel in both "O" and "I" level maintenance activities. [ref. c]

_____
(Signature and Date)

107 AFLOAT AVIATION OPERATIONS FUNDAMENTALS

References:

[a] Local Directives and Standard Operating Procedures
[b] NAVAIR 00-80T-106, LHA/LHD Naval Air Training and Operating Procedures
[c] NAVAIR 00-80T-109, Aircraft Refueling Procedures (NATOPS) Manual
[d] OPNAVINST 5100.19F, Navy Safety and Occupational Health (SOH) Afloat
[e] NAVAIR 00-80T-120, Aircraft Carrier (CVN) Naval Air Training and Operating Procedures
[f] OPNAVINST 5102.1E Navy Safety Investigation and Reporting Program

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107.1 Discuss the requirements for preparation of the flight and hangar deck in the following: [ref. a, b]

a. UNREP
b. CONREP
c. VERTREP
d. Alert postures
e. Heavy weather
f. Pier side
g. Anchored
h. Ammunition on/offload

_____

(Signature and Date)

.2 Discuss the function and responsibilities of the Integrity Watch on the Line/Hangar ashore and Flight Deck/Hangar afloat. [ref. a, b, e]

_____

(Signature and Date)

107 AFLOAT AVIATION OPERATIONS FUNDAMENTALS (CONT'D)

107.3 Discuss the responsibilities of the following personnel and their interaction related to the aviation fueling system: [refs. a; c]

a. Air Officer (Air Boss)
b. ACHO
c. Flight Deck Officer
d. Flight Deck Chief Petty Officer/Leading Petty Officer
e. Aircraft Directors
f. Aviation Fuels Officer
g. Aviation Fuels Maintenance Officer
h. Aviation fueling crews
i. Plane captains

_____
(Signature and Date)

.4 Discuss the services provided by the Aviation Fuels Division to each of the following: [ref. a, c]

a. Aircraft
b. Ground support equipment
c. Jet engine test facility

_____
(Signature and Date)

.5 Discuss the safety precautions involved in the following evolutions:

d. Aircraft refueling/defueling [ref. b, c]
e. Underway replenishment [ref. a]
f. HIFR [ref. c]

_____
(Signature and Date)

.6 Discuss the purpose of the Aviation Fuel Surveillance Program. [ref. c]

_____
(Signature and Date)

107 AFLOAT AVIATION OPERATIONS FUNDAMENTALS (CONT'D)

107.7 Discuss the precautions and procedures for aircraft movement to the Hangar when containing fuel other than JP-5. [refs. a, c]

_____
(Signature and Date)

.8 Discuss hot refueling procedures. [refs. a, c]

_____
(Signature and Date)

.9 Discuss aviation fuels issues, receipts, and reports related to embarked aircraft [ref. a]

_____
(Signature and Date)

.10 Discuss the responsibilities of the following with catapult & arresting gear operations: [ref. a,c,e]

a. Air Boss
b. ACHO
c. Flight Deck Officer
d. Flight Deck Chief Petty Officer/Leading Petty Officer
e. Aircraft directors
f. Recovery director (gear puller)
g. Catapult and Arresting Gear Officer (V-2 Division Officer)
h. Launching Officer
i. Catapult crew
j. Recovery Officer
k. Arresting gear crew
l. Aircraft Crash and Salvage Officer

_____
(Signature and Date)

.11 Discuss the information provided in the aircraft launching bulletins for the types of aircraft assigned [ref. e]

_____
(Signature and Date)

107 AFLOAT AVIATION OPERATIONS FUNDAMENTALS (CONT'D)

107.12 Discuss the Catapult Officer's final check procedures. [ref. e]

_____

(Signature and Date)

.13 Discuss ILARTS and its purpose. [ref. a]

_____

(Signature and Date)

.14 Discuss the procedures involved in rigging the barricade. [refs. a; e]

_____

(Signature and Date)

.15 Discuss the purpose of MOVLAS [ref. a]

_____

(Signature and Date)

.16 Discuss foul deck procedures. [ref. a]

_____

(Signature and Date)

108 ORGANIZATIONAL STRUCTURE FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] Local Directives and Standard Operating Procedures (SOP)
[c] CNAP/CNAL/CNAFR 4790.43

108.1 Discuss the responsibilities of the Type Commander (TYCOM) to "O" and "I" Level activities. [ref. a]

_____
(Signature and Date)

.2 Discuss the responsibilities of the Type Wing to "O" and "I" Level activities. [ref. a]

_____
(Signature and Date)

.3 Discuss the responsibilities of the Carrier Air Wing to "O" and "I" Level activities. [ref. a]

_____
(Signature and Date)

.4 Discuss Carrier Air Wing (CVW) Operational Responsibilities. [ref. a]

_____
(Signature and Date)

.5 Discuss the responsibilities of the CVW & Type Wing to OLMM. [ref c]

_____
(Signature and Date)

.6 Identify the following divisions and their work centers of an Organizational Maintenance activity. [ref. a]

a. Maintenance Control
b. Quality Assurance
c. Aircraft Division
d. Avionics/Armament Division
e. Line Division

_____
(Signature and Date)

108 ORGANIZATIONAL STRUCTURE FUNDAMENTALS (CONT'D)

108.7 Explain the departmental/detachment concepts for Aircraft Intermediate Maintenance Department (AIMD)/I-Level Ashore. [ref. a]

_____

(Signature and Date)

.8 Describe an FRC organizational structure. [ref. a]

_____

(Signature and Date)

.9 Identify the following divisions in an Intermediate Maintenance Activity: [ref. a]

a. Production Control
b. 400
c. 500
d. 600
e. 700
f. 800
g. 900

_____

(Signature and Date)

.10 Identify the following divisions and their work centers of an AIMD afloat: [ref. a]

a. IM1
b. IM2
c. IM3
d. IM4
e. IM5

_____

(Signature and Date)

.11 Discuss the services provided to "O" Level by "I" Level activities including: [ref. a]

f. Tech assist
g. Calibration
h. Local manufacture
i. Support equipment
j. Nondestructive Inspection (NDI)
k. Pool assets

_____

(Signature and Date)

108 ORGANIZATIONAL STRUCTURE FUNDAMENTALS (CONT'D)

108.12 Discuss the relationship between FRC Ashore and ASD. [ref. a]

_____

(Signature and Date)

.13 Discuss the relationship between AIMD Afloat and Supply. [ref. a]

_____

(Signature and Date)

.14 Discuss depot activities and the services provided to fleet activities. [ref. a]

_____

(Signature and Date)

.15 Discuss Strike Force Intermediate Maintenance Activity (SFIMA) repair. [refs. a, b]

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(Signature and Date)

109 AVIATION MANAGEMENT INFORMATION SYSTEMS FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] CNAP Portal via Microsoft Teams
[c] https://www.askit.caci.com/
[d] https://www.onetouch.navy.mil/
[e] https://deckplate.navair.navy.mil/
[f] https://jdrs.mil/
[g] https://mynatec.navair.navy.mil/natechome.htm
[h] COMNAVAIRPAC/COMNAVAIRLANT 5442.1A, Aircraft Material Condition Reporting
[i] Buffer Management Tool (BMT) User's Guide V15.0
[j] https://flankspeed.sharepoint-mil.us/sites/CPF-CNAF-FRAG

109.1 Explain the following management information systems:

a. Naval Aviation Logistics Command Management Information System (NALCOMIS) [ref. a]
b. Optimized Organizational Maintenance Activity (OOMA) [ref. a]
c. Support Equipment Resources Management Information System (SERMIS) [ref. a]
d. Local Asset Management System (LAMS) [ref. a]
e. Metrology Automated System for Uniform Recall and Reporting (MEASURE) [ref. a]
f. Aviation Storekeeper Information Tracking (ASKIT) [ref. c]
g. NAVSUP One Touch [ref. d]
h. Aviation Financial Analysis Tool (AFAST) [ref. b]
i. Aviation Management Supply and Readiness Reporting (AMSRR) [ref. a, i]
j. Advanced Skills Management (ASM) [ref. a]
k. Support Equipment Standardization System (SESS) [ref. a]
l. Buffer Management Tool (BMT) [ref. j]
m. Time to Reliably Replenishment (TRR) [ref. a,j]
n. AIRSpeed NIIN Analysis Tool [ref. b]
o. Continuous Process Improvement Management System (CPIMS)
p. Autonomic Logistics Information System (ALIS)
q. Comprehensive Automated Maintenance Environment-Optimized (CAMEO)

_____

(Signature and Date)

.2 Explain the CNAF Force Readiness Analytics Group (FRAG) and maintenance tools developed by FRAG. [ref. j]

_____

(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS

References

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] NAVSUP Publication 485 Operational Forces Supply Procedures, Vol. I
[c] NAVSUP Publication 485 Operational Forces Supply Procedures, Vol. II
[d] NAVSUP Publication 409 MILSTRIP / MILSTRAP Desk Guide
[e] NAVSO-9 3013-1, 3013-2 Financial Management
[f] NAVSUPWSSINST 4441.15L
[g] NAVSUPINST 4200.99C, Navy Government Wide Commercial Purchase Card Program
[h] OPNAVINST 4614.1H UMMIPS
[i] NAVSUPINST 4423.29A, Navy Uniform Source, Maintenance and Recoverability
[j] NAVSUP P700 Common Naval Packaging
[k] Buffer Management Tool (BMT) User's Guide V15.0
[l] NAVSUP Onetouch: https://www.onetouch.navy.mil/

110.1 State the function and responsibilities of Material Control. [ref. a]

_____

(Signature and Date)

.2 Discuss the following Operating Target (OPTAR) funding and give five examples of items procured with each: [ref. a, e]

a. Flight Operations Fund (Operational Functional Category (OFC-01)
b. Aviation Fleet Maintenance Fund (OFC-50)

_____

(Signature and Date)

.3 State the procedures for accomplishing the following actions: [ref. a, b]

a. Ordering parts and material
b. Receipt and delivery of parts and material
c. Turn-in of defective components

_____

(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS (CONT'D)

110.4 Define the acronym MILSTRIP and state its purpose. [ref. a, d]

_____

(Signature and Date)

.5 Define the following document identifier codes: [refs. c, d]

a. AFC
b. AE1
c. AK1
d. AM1
e. AF1

_____

(Signature and Date)

.6 Identify the location represented by the following routing identifier codes: [refs. c, d]

a. N32
b. SMS
c. NDZ
d. NJZ
e. NNZ
f. NPZ
g. NZZ

_____

(Signature and Date)

.7 Define the following interservice status codes: [refs. c, d]

a. BA
b. BM
c. BB
d. BD
e BZ
f. BV
g. CA
h. CG
i. CK
j. CP

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(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS (CONT'D)

110.8 Define the following interservice advice codes: [refs. c, d]

a. 2A
b. 2B
c. 2D
d. 2S
e. 5A
f. 5D
g. 5G
h. 5S

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(Signature and Date)

.9 Discuss the purpose of the supplementary address. [refs. c, d]

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(Signature and Date)

.10 Define the following mode of shipment codes: [refs. c, d]

a. S
b. J
c. Z
d. 7
e. 9

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(Signature and Date)

.11 Define and explain the following terms:

a. Consolidated Remain-In-Place List (CRIPL) [ref. a, b]
b. Non Mission Capable Supply (NMCS) [ref. a, b]
c. Partial Mission Capable Supply (PMCS) [ref. a]
d. National Stock Number (NSN) [ref. b, c]
e. National Item Identification Number (NIIN) [ref. b, c]
f. Aviation Depot Level Repairable (AVDLR) [ref. b]
g. Awaiting Parts (AWP) [ref. a]
h. Individual Material Requirements Listing (IMRL) [ref. a]
i. AIR (Aircraft Inventory Record) [ref. a]
j. Expeditious Repair (EXREP) [ref. a]
k. Beyond Capability of Maintenance (BCM) [ref. a]

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(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS (CONT'D)

110.12 Explain the importance of the following aeronautical allowance lists in relation to pre-deployment planning and mission sustainability:

a. Aviation Consolidated Allowance List (AVCAL) [ref. a, f]
b. Shore Consolidated Allowance List (SHORCAL) [ref. a]
c. Consolidated Shipboard Allowance List (COSAL) [ref. a]
d.

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(Signature and Date)

.13 Explain the purpose of Source, Maintenance, and Recoverability (SM&R) codes and define the following codes: [ref. l]

a. PAOGD
b. PAOZZ
c. PAODD

_____

(Signature and Date

.14 State the purpose of the following forms and reports:

a. Financial Liability Investigation of Property Loss (DD Form 200) [refs. a, b]
b. Purchase Order/Invoice/Voucher (Standard Form 44)
c. DoD AIRCARD
d. DOD Single Line Item Requisition (DD Form 1348)

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(Signature and Date)

.15 Explain the mission and responsibilities of the Aviation Supply Department (ASD). [ref. a]

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(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS (CONT'D)

110.16 Define each of the following units of ASD and state the function of each area: [ref. a, b]

a. SRS
   1. RCU
   2. PMU
   3. TRU
   4. MDU
   5. PEB

_____

(Signature and Date)

b. CCS
   1. DCU
   2. LRCA
   3. AWP
   4. SSU

_____

(Signature and Date)

.17 Define the following as related to the ASD: [ref. a]

a. FLR
b. NC
c. NIS
d. TAT

_____

(Signature and Date)

.18 Discuss the requirements for the preservation, packaging, and handling of non-RFI components. [ref. a]

_____

(Signature and Date)

.19 Discuss the purpose of the CRIPL. [refs. a, b]

_____

(Signature and Date)

110 BASIC AVIATION SUPPLY FUNDAMENTALS (CONT'D)

110.20 Discuss the responsibilities of the Agency Program Coordinator for the Government-wide Commercial Purchase Card Program. [ref. g]

_____

(Signature and Date)

.21 Discuss Uniform Material Movement and Issue Priority System (UMMIPS) and how it relates to aviation components. [ref. a, b]

_____

(Signature and Date)

.22 Discuss the priority designators associated with the following Force Activity Designator (FAD): [ref. b, h]

a. FAD I
b. FAD II
c. FAD III
d. FAD IV

_____

(Signature and Date)

.23 Explain proper management of pre-expended bins including: [ref. a]

a. Eligible items
b. Demand frequency
c. Usage data

_____

(Signature and Date)

.24 Define and describe the use of the following reference materials:

a. FEDLOG [ref. b]
b. Common Naval Packaging (P700) [ref. j]
c. IPB [ref. a]
d. GSA catalog [ref. b]

_____

(Signature and Date)

.25 Discuss the elements of the Government-wide Commercial Purchase Card Program. [ref. g]

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(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] NAVAIR 17-15-50.1, Joint Oil Analysis Program Manual, Vol. I
[c] NAVAIR 01-1A-17, Aviation Hydraulics Manual
[d] OPNAVINST 5100.27B, Navy Laser Hazards Control Program
[e] NAVAIR 01-1A-509-2, Cleaning and Corrosion Control, Vol. II, Aircraft
[f] NAVAIR 01-1A-23, Standard Maintenance Practices Miniature/Microminiature (2M)
[g] NAVAIR 01-1A-34, Aeronautical Equipment Welding
[h] OPNAVINST 5100.23H, Navy Safety and Occupational Health (SOH) Program Manual
[i] NAVAIRINST 13650.1C, Aircraft Maintenance Material Readiness List (AMMRL)
[j] Local Directives and Standard Operating Procedures
[k] OPNAVINST 8020.14A, Department of the Navy Explosives Safety Policy
[l] NAVAIR 01-1A-35, Aircraft Fuel Cells and Tanks
[m] NAVAIR 00-25-100, Naval Air Systems Command Technical Manual Program
[n] OPNAVINST 8023.24D, Conventional Ammunition and Explosives Handling
[o] COMNAVAIRPAC/COMNAVAIRLANTINST 13650.3A, AMMRL Program
[p] NAVAIR 11-100-1.1, Cartridge Actuated Devices and Propellant Actuated Devices
[q] Buffer Management Tool (BMT) User's Guide V15.0
[r] OPNAVINST 5100.23H, Navy Safety and Occupational Health Program Manual
[s] www.airpac.navy.mil/Organization/Naval-Aviation/Enterprise
[t] flankspeed.sharepoint-mil.us/sites/CPF-CNAP-HG/N42/N422/N422B
[u] OPNAVINST 5090.1E, Environmental and Natural Resources Program – Afloat
[v] CNAP/CNAL/CNAFR 4790.43

111.1 Discuss the following maintenance management resources: [ref. a]

a. Monthly Maintenance Plan (MMP)
b. Monthly Personnel Plan (MPP)
c. Data Base Administrator/Analyst (DBA/A) or System Administrator
d. NALCOMIS reports
e. Maintenance Data Report/Reporting (MDR)
f. Maintenance and Material Management (3M) summary

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(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.2 Discuss the following Maintenance Training Program elements: [ref. a]

a. Program Manager
b. Composition of qualification/certification record
c. Schedule of training
d. Requirements for review qualification/certification record
e. Required reading boards
f. On-Job-Training (OJT)
g. Computer Based Training (CBT)
h. Advanced Skills Management (ASM)
i. Qualified and Proficient Technician (QPT)

_____

(Signature and Date)

.3 Discuss the following Fuel Surveillance Program elements: [ref. a]

a. Program Manager
b. Sampling procedures
c. Requirements for sampling
d. Disposal procedures

_____

(Signature and Date)

.4 Discuss the following Navy Oil Analysis and Consumption Program:

a. Program manager [ref. a]
b. Sampling procedures [ref. b, j]
c. Documentation/history [ref. a]
d. Lab advice codes [ref. b]
e. Special samples [ref. a]

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.5 Discuss the following Hydraulic Contamination Control Program elements: [ref. a, c, j]

a. Program manager
b. Certification/qualification process
c. Sampling procedures
d. Contamination classification
e. Documentation
f. Disposal procedures

_____

(Signature and Date)

.6 Discuss the following Tire and Wheel Maintenance Safety Program elements: [ref. a]

a. Program manager
b. Safe handling procedures
c. Qualifications (I/O-Level and SE)
d. Inflation criteria (afloat/ashore/storage)

_____

(Signature and Date)

.7 Discuss the following ABO Surveillance Program elements: [ref. a]

a. Program manager
b. Safety
c. Two-person integrity
d. Special tools/equipment
e. Test equipment (I-Level)

_____

(Signature and Date)

.8 Discuss the following Naval Aviation Maintenance Discrepancy Reporting Program (NAMDRP) elements: [ref. a]

a. Program manager
b. Types of reports
c. Reporting criteria
d. Response criteria/follow-up

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.9 Discuss the following Technical Directive Compliance Program elements: [refs. a, j, m]

a. Program management
b. Types
c. Categories
d. Technical Directive Status Accounting (TDSA) List 02 and 04
e. Screening/routing procedures
f. Kit procurement/control
g. Historical files
h. Verification procedures
i. Publication control (Quality Assurance (QA)
j. Compliance
k. NA 500C and NAT 02, 04

_____

(Signature and Date)

.10 Discuss the following Corrosion Prevention and Control Program elements:

a. Program manager [ref. a]
b. Manning requirements (O/I-Level) [ref. a]
c. Training requirements [ref. a]
d. Inspection intervals [refs. e, j]
e. Documentation (MDR-11) [ref. a]
f. Prevention versus treatment [ref. a]

_____

(Signature and Date)

.11 Discuss the following Support Equipment Operator Training and Licensing Program elements: [ref. a]

a. Program manager (O/I-Level)
b. Support Equipment (SE) requiring a license
c. Licensing procedures (phase I/phase II)
d. Expiration dates
e. Proficiency versus requalification
f. Material Handling Equipment (MHE) licensing (ashore/afloat)
g. Weight handling equipment licensing

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.12 Discuss the following Support Equipment Misuse and Abuse Program elements: [ref. a]

a. Program manager
b. Reporting procedures
c. Documentation

_____

(Signature and Date)

.13 Discuss the following Support Equipment Planned Maintenance System Program elements: [ref. a]

a. Program manager
b. Equipment requiring PMS
c. Documentation
d. Load testing procedures
e.

_____

(Signature and Date)

.14 Discuss the following Naval Aviation Metrology and Calibration Program elements: [ref. a]

a. Program manager (O/I-Level)
b. MEASURE
c. Pre-deployment planning
d. Calibration labels
e. Extension policies/procedures
f. Inventory Format Listings

_____

(Signature and Date)

.15 Discuss the following Hazardous Material Control and Management Program elements: [ref. a]

a. Program manager
b. Personnel responsibilities
c. Individual liability
d. Transportation

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.16 Discuss the following Electrostatic Discharge Program elements: [refs. a, f]

a. Program manager
b. Labeling requirements
c. Training requirements
d. Protection requirements
e. Requirements of Electrostatic Discharge (ESD) Safe work stations
f. ESD protected work areas
g.

_____

(Signature and Date)

.17 Discuss the following Tool Control Program elements: [ref. a]

a. Program manager
b. Tool control manual (O-Level)
c. Inventory requirements
d. Tool identification
e. Broken/missing tool procedures
f. Container layout/silhouette
g. Change request

_____

(Signature and Date)

.18 Discuss the following FOD Program elements: [ref. a]

a. Program manager
b. Fastener control
c. Incident reporting
d. FOD analysis
e. All hands responsibility

_____

(Signature and Date)

.19 Discuss the following NAMP Compliance Audit Categories: [ref. a]

a. Program manager
b. Types of audits/periodicity
c. Computerized Self Evaluation Checklist (CSEC)
d. Routing chain
e. Follow up

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.20 Discuss the following LASER Hazard Control Program elements: [ref. d]

a. Program manager
b. Training
c. LASER classifications
d. Personal Protective Equipment (PPE)
e. LASER fire log

_____

(Signature and Date)

.21 Discuss the following Electrical Wiring Interconnect System (EWIS) Maintenance Program elements: [ref. a]

a. Levels of repair
b. Program Manager
c. Training
d. Documentation
e.

_____

(Signature and Date)

.22 Discuss the following NDI Program elements: [ref. a]

a. Program manager
b. Radiation Safety Officer
c. Types of inspections
d. Personnel certification/recertification
e. Operators versus technicians
f. Records/logs

_____

(Signature and Date)

.23 Discuss the following Aeronautical Equipment Welders Program elements (I-Level):

a. Program manager [ref. a]
b. Certification/recertification [ref. g]
c. Proficiency requirements [ref. g]
d. Logbook [ref. g]

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.24 Discuss the following Explosive Handling Personnel Qualification/Certification Program elements: [refs. k, n]

a. Board Chairman
b. Applicability
c. Certification/recertification process
d. Certification levels
e. Documentation

_____

(Signature and Date)

.25 Discuss the following Aviation Confined Space Program elements: [ref. l]

a. Program manager
b. Qualification
c. Space certification/expiration
d. Equipment requirements
e. Safety/hazards
f. Documentation

_____

(Signature and Date)

.26 Discuss the following Respiratory Protection Program elements: [ref. h]

a. Program manager
b. Respirator inventory
c. Respirator cleaning and storage
d. Fit testing
e. Documentation

_____

(Signature and Date)

.27 Discuss the following Emergency Reclamation Program elements: [ref. a]

a. Program manager
b. Training/drills requirements
c. ERT Kit contents/PMS
d. Priority removal list

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.28 Discuss the following AMMRL Program elements: [refs. i, o]

a. IMRL Program manager
b. LAMS
c. Custody codes (P, L)
d. Inventory
e. Tailoring
f. Transaction reporting

_____

(Signature and Date)

.29 Explain the purpose and use of the Cartridge Activated Device (CAD)/Propellant Actuated Device (PAD) Program. [ref. p]

_____

(Signature and Date)

.30 Discuss the following Technical Data Management (CTPL) elements: [refs. a, m]

a. Program manager
b. Dispersed Technical Publication Library (DTPL)
c. Training
d. Auditing
e. Change Entry Certification Record (CECR)
f. Interim Rapid Action Change (IRAC)
g. IETM
h. Technical Publications Deficiency Report (TPDR)
i. SALTS

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.36 Explain the elements of 5S: [ref. a]

_____

(Signature and Date)

.37 Define and discuss the purpose of Value Stream Mapping. [ref. t]

_____

(Signature and Date)

.38 Define and discuss Theory of Constraints (TOC). [ref. t]

_____

(Signature and Date)

.39 Discuss the six categories of hazardous material and the personal protective equipment required for handling each. [ref. a]

_____

(Signature and Date)

.40 Explain incompatible material and give an example used in naval aviation. [refs. a, u]

_____

(Signature and Date)

.41 State the responsibilities of the following personnel in the HM/HW Program: [ref. a]

- Commanding Officer
- Maintenance Officer
- Program manager
- Hazardous Material Control and Management (HMC&M) supervisor
- Division Officer
- Work center supervisors
- HMC&M Petty Officers

_____

(Signature and Date)

111 AVIATION MAINTENANCE PROGRAMS FUNDAMENTALS (CONT'D)

111.42 Discuss the label making requirements of HM/HW. [ref. h, ch. 7]

_____

(Signature and Date)

.43 Discuss requisitioning/return of HM and the purpose of the Authorized Use List (AUL). [ref. a]

_____

(Signature and Date)

.44 State the purpose of information contained in, and required location of the Safety Data Sheet (SDS). [ref. h]

_____

(Signature and Date)

.45 Describe required training for all hands with respect to the HM/HW Program. [ref. a]

_____

(Signature and Date)

.46 Explain the information and procedures to be followed when a HM/HW spill is discovered. [ref. j]

_____

(Signature and Date)

.47 State the storage requirements for on-site HM/HW. [ref. h]

_____

(Signature and Date)

.48 Discuss the requirements for HM inventories. [ref. h]

_____

(Signature and Date)

.49 Discuss what information can be retrieved from Hazardous Material Information System (HMIS). [ref. h]

_____

(Signature and Date)

112 SQUADRON OPERATIONS FUNDAMENTALS

References:

[a] OPNAVINST 3120.32D, Standard Organization and Regulations Manual (SORM)
[b] NAVAIR 00-80T-105, Aircraft Carrier (CVN) (NATOPS) Manual
[c] NAVAIR 00-80T-103, Conventional Weapons Handling Procedures Manual (Ashore)
[d] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[e] NAVAIR 00-80T-114, NATOPS Air Traffic Control Manual
[f] OPNAVINST 3140.24G, Conditions of Readiness Concerning Weather
[g] OPNAVINST 3501.360A Defense Readiness Reporting System – Navy (DRRS-N)
[h] NAVAIR 00-80T-106, LHA/LHD (NATOPS) Manual
[i] Local Directives and Standard Operating Procedures
[j] COMNAVAIRFORINST 3500.20E, Aircraft Carrier Training and Readiness Manual
[k] OPNAVINST 1000.16L, Manual of Navy Total Force Manpower Policies
[l] NAVMAC: https://www.mynavyhr.navy.mil/About-MyNavy-HR/Commands/NAVMAC/
[m] Activity Manpower Management Guide (AMMG)
[n] My Navy Assignment: https://mynavyassignment.navy.mil/

112.1 Identify the departments within a squadron and their responsibilities. [refs. a, d, i]

_____

(Signature and Date)

.2 Discuss the interaction between the maintenance department and the operations department. [ref. d, i]

_____

(Signature and Date)

.3 Discuss the purpose and components of the flight schedule and CVN air plan. [ref. b]

_____

(Signature and Date)

.4 Discuss the purpose and five phases of the Optimized Fleet Response Plan (OFRP) cycle. [ref. b]

_____

(Signature and Date)

112 SQUADRON OPERATIONS FUNDAMENTALS (CONT'D)

112.5 Discuss the significant events of the Fleet Response Training Plan (FRTP). [ref. j]

_____

(Signature and Date)

.6 Discuss the purpose of the DRRS-N reporting. [ref. g]

_____

(Signature and Date)

.7 Discuss the following operational terminology:

a. Hot refueling [ref. d]
b. Hot seat [ref. d]
c. Case I, II, and III weather conditions [ref. b]

_____

(Signature and Date)

.8 Discuss the aircraft alert conditions for:

a. Fixed wing operations [ref. b]
b. Helicopter operations [ref. b, h]
c. Tilt-Rotor operations

_____

(Signature and Date)

.9 Discuss the requirements and procedures to operate vehicles or self-propelled SE on an airfield. [ref. e]

_____

(Signature and Date)

113 SQUADRON OPERATIONS FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] CMS 21B, Communications Security Material System Manual
[c] Local Directives and Standard Operating Procedures
[d] COMNAVAIRPAC/COMNAVAIRLANTINST 3500.85A, Ordnance Certification Program
[e] OPNAVINST M8000.16, Naval Ordnance Management (NOMP)
[f] OPNAVINST 2201.4, Communications Security Equipment Maintenance and Training
[g] OPNAVINST 5102.1E, Navy and Marine Corps Mishap and Safety Investigation Manual
[h] NAVAIR 00-80T-113, Signals Naval Air Training and Operating Procedures (NATOPS)
[i] NAVAIR 01-1A-35, Aircraft Fuel Cells and Tanks
[j] NAVAIR 01-1A-509-2, Cleaning and Corrosion Control, Aircraft

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113.1 Discuss the purpose of the Vibration Analysis Program. [ref. a]

_____
(Signature and Date)

.2 Discuss the purpose and requirements for taxi/turnup qualification. [ref. a]

_____
(Signature and Date)

.3 Discuss the following Egress/Explosive System Checkout Program elements: [ref. a]

a. Program manager
b. Training/qualification requirements
c. Documentation required

_____
(Signature and Date)

113 SQUADRON OPERATIONS FUNDAMENTALS (CONT'D)

113.4 Discuss the purpose and requirements for the Aviation Life Support System (ALSS) Program. [ref. a]

_____

(Signature and Date)

.5 Discuss the personnel (source ratings) who make up the Corrosion Prevention Control Program and Emergency Reclamation Team. [ref. a, j]

_____

(Signature and Date)

.6 Discuss the security/accountability procedures for Communications Security (COMSEC) equipment. [refs. b, f]

_____

(Signature and Date)

.7 Discuss the concepts, composition of, and training for the Ordnance Load Team. [refs. c, e]

_____

(Signature and Date)

.8 Discuss the purpose of and general procedures for a CWTPI. [refs. c, d]

_____

(Signature and Date)

.9 Discuss the procedures and responsibilities of the AAE Program. [ref. e]

_____

(Signature and Date)

.10 Discuss the management aspects of the ready service locker. [ref. c]

_____

(Signature and Date)

113 SQUADRON OPERATIONS FUNDAMENTALS (CONT'D)

113.11 Define and discuss the following armament reports:

a. NCEA [ref. e]
b. NCER [ref. e]
c. ATR [ref. e]
d. AAE [ref. e]
e. CODR [ref. g]
f. EMR [ref. g]

_____

(Signature and Date)

.12 Discuss the following Plane Captain Qualification Program elements for your squadron: [refs. a, c]

a. Program manager
b. Training requirements
c. Designation/refresher procedures
d. Documentation
e. Suspend or revoke designation

_____

(Signature and Date)

.13 Identify the work centers that have troubleshooters and discuss their responsibilities. [refs. a, c]

_____

(Signature and Date)

.14 Recognize and describe the following visual hand signals to call the appropriate troubleshooter: [ref. h]

a. Engines
b. Electrical
c. Hydraulics
d. Oxygen
e. Fuel

_____

(Signature and Date)

.15 Discuss special requirements for external fuel tank storage. [refs. c, i]

_____

(Signature and Date)

114 SQUADRON OPERATIONS FUNDAMENTALS (CONT'D)

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program

[b] Local Directives and Standard Operating Procedures (SOP)

114.1 Discuss the responsibilities of the Quality Assurance (QA) division. [ref. a]

_____

(Signature and Date)

.2 Identify the QA managed programs and discuss program monitoring responsibilities. [ref. a]

_____

(Signature and Date)

.3 Discuss the purpose and uses of the Computerized Self Evaluation Checklist (CSEC). [ref. a]

_____

(Signature and Date)

.4 Discuss the purpose and qualification requirements for the following: [ref. a]

a. Quality Assurance Representative (QAR)
b. Collateral Duty Quality Assurance Representative (CDQAR)
c. Collateral Duty Inspector (CDI)

_____

(Signature and Date)

.5 State the purpose of the following Functional Check Flight (FCF) elements: [refs. a, b]

a. FCF checklist
b. FCF brief/debrief
c. FCF checklist retention

_____

(Signature and Date)

115 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] NAVSUP Publication 485 (Rev-5), Operational Forces Supply Procedures, Vol. 1
[c] NAVSUP Publication 485 (Rev. 5), Supply Appendixes, Vol. II
[d] NAVSUPINST 4200.99C, Management of the Purchase Card Program (GCPC)

115.1 Discuss responsibilities of the Material Control Officer with regard to aviation material management. [ref. a]

_____
(Signature and Date)

.2 Explain the purpose of the following reports regarding OPTAR account management: [refs. a, b, c]

a. (Budget OPTAR Report) BOR
b. Summary Filled Order/Expenditure Difference Listing (SFOEDL)

_____
(Signature and Date)

.3 Discuss the OPTAR funds managed at the O-Level. [ref. a]

_____
(Signature and Date)

.4 Describe the purpose and composition of the aircraft inventory record. [refs. a, b]

_____
(Signature and Date)

.5 State the requirements for performing an aircraft inventory. [ref. a]

_____
(Signature and Date)

.6 Describe the purpose and composition of a flight packet. [refs. A

_____
(Signature and Date)

115 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

115.7 Discuss Maintenance Control Officer (MCO) responsibilities in regard to the Tool Control Program. [ref. a]

_____

(Signature and Date)

.8 Discuss the following project codes and priorities that can be assigned to them: [ref. c]

a. AK0/706/756
b. AK7/707/757
c. AK1

_____

(Signature and Date)

.9 Discuss the procedures for retrograde turn-in. [refs. a, b]

_____

(Signature and Date)

.10 Explain the purpose of the AMMRL Program. [ref. a]

_____

(Signature and Date)

.11 State the conditions, procedures, and requirements under which IMRL equipment is inventoried. [ref. a]

_____

(Signature and Date)

.12 Explain the purpose of the Government Commercial Purchase Card Program. [ref. d]

_____

(Signature and Date)

.13 Discuss the proper procedures to take when a purchase card is determined to be lost/stolen. [ref. d]

_____

(Signature and Date)

.14 Discuss billing cycle limits and increments. [ref. d]

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(Signature and Date)

116 ORGANIZATIONAL LEVEL MAINTENANCE MATERIAL CONTROL OFFICER FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] OPNAVINST 4440.25B, Consolidated Remain-In-Place List (CRIPL)
[c] NAVAIRINST 13700.15G, Aircraft Engine Management System
[d] AFAST User Guide
[e] NAVAIR 01-1A-34, Aeronautical Equipment Welding
[f] NAVAIR 01-1A-16-1, Nondestructive Inspection Methods
[g] Applicable NAVAIR T/M/S Mission Essential Subsystem Matrix (MESM)
[h] Local Directives and Standard Operating Procedures (SOP)
[i] COMNAVAIRPAC/COMNAVAIRLANTINST 5442.1A, Aircraft Material Condition Reporting
[j] COMNAVAIRFORINST 4790.46A, CVN/CVW Aviation Phased Milestone Program
[k] CNAP/CNAL/CNAFR 4790.43
[l] COMNAVAIRFORNOTE 13000
[m] https://flankspeed.sharepoint-mil.us/sites/USFF-CNAL-HQ/MOC-AOG

116.1 Discuss the purpose of and information contained in an Aircraft Discrepancy Book (ADB). [ref. a]

_____

(Signature and Date)

.2 Discuss the following inspections and their limits and procedures: [ref. a]

a. Daily/turnaround
b. Phase
c. Special
d. Conditional
e. Acceptance/transfer

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.3 Discuss the scheduled removal components and assemblies applicable to your T/M/S aircraft. [ref. a]

.4 Discuss the reasons for controlling cannibalization. [ref. a]

_____

(Signature and Date)

.5 Discuss proper cannibalization procedures. [ref. a]

_____

(Signature and Date)

.6 Explain the appropriate use of the following malfunction codes: [ref. a]

a. 812
b. 813
c. 814
d. 815
e. 816
f. 817
g. 818

_____

(Signature and Date)

.7 Discuss the significance of NMCS/PMCS in relation to aircraft availability. [ref. a]

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.8 Discuss aircraft utilization in regards to scheduling maintenance. [ref. a]

_____

(Signature and Date)

.9 State the purpose and requirements for the pre-phase inspection meeting. [ref. a]

_____

(Signature and Date)

.10 Discuss the requirements associated with an aircraft phase inspection. [ref. a]

_____

(Signature and Date)

.11 Discuss phase kit management requirements. [ref. a]

_____

(Signature and Date)

.12 Discuss the procedures and criteria for compass calibration. [ref. a]

_____

(Signature and Date)

.13 Discuss the purpose and profile criteria for a functional check flight. [ref. a]

_____

(Signature and Date)

.14 Discuss the process and responsibilities of certifying aircraft safe for flight. [ref. a]

_____

(Signature and Date)

.15 Discuss the responsibilities of the NALCOMIS system administrator/analyst. [ref. a]

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.16 Discuss the purpose, information contained in, and disposition of aircraft/engine logbooks. [ref. a]

_____

(Signature and Date)

.17 Discuss the purpose and criteria for submitting an x-ray report. [ref. a]

_____

(Signature and Date)

.18 Discuss the purpose and criteria for submitting an Engine Transaction Report (ETR). [refs. a, c]

_____

(Signature and Date)

.19 Discuss the following maintenance management resources:

a. Periodic Maintenance Information Card (PMIC) [ref. a]
b. Sequence Control Card (SCC) [ref. a]
c. MESM [ref. g]
d CRIPL [refs. b, c]

_____

(Signature and Date)

.20 Discuss the purpose and management of the Weight & Balance Program. [ref. a, c]

_____

(Signature and Date)

.21 Discuss factors affecting the weight and balance of your T/M/S aircraft. [ref. a, c]

_____

(Signature and Date)

.22 Discuss the Maintenance Operations Center's Aircraft on Ground (AOG) Type/Model/Series calls. [ref. m]

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.23 Discuss the Maintenance Material Control Officer's (MMCO) responsibilities regarding SE PMS. [ref. a]

_____

(Signature and Date)

.24 Discuss the MMCO's responsibilities regarding Technical Directive (TD) compliance. [ref. a]

_____

(Signature and Date)

.25 Discuss the procedures and criteria for acceptance/transfer of aircraft. [ref. a]

_____

(Signature and Date)

.26 Discuss the MMCO's responsibilities regarding publishing the MMP. [ref. a]

_____

(Signature and Date)

.27 Discuss the procedures and requirements for the equipment master roster. [ref. a]

_____

(Signature and Date)

.28 Discuss the conditions and procedures for requesting P&E services. [refs. a]

_____

(Signature and Date)

.29 Discuss the conditions and procedures for submitting a work request. [ref. a]

i. Intermediate Level (I-Level)
ii. Depot Level (D-Level)

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.30 Discuss the special procedures to prepare an aircraft for on-aircraft welding. [refs. e, h]

_____

(Signature and Date)

.31 Discuss the special procedures to prepare an aircraft for an on-aircraft x-ray NDI. [ref. f]

_____

(Signature and Date)

.32 Discuss the MMCO's responsibilities for pre-deployment planning. [refs. a, j]

_____

(Signature and Date)

.33 Discuss the purpose and format of the AMSRR. [ref. i]

_____

(Signature and Date)

.34 Discuss the purpose of the MESM. [ref. a]

_____

(Signature and Date)

.35 Describe the readiness reports, including TYCOM and TYCOM directed, used in your squadron. [ref. h]

_____

(Signature and Da

.36 Define the following terms: [ref.a]

a. PAA
b. ILS
c. BOSS III Program
d. LECP
e. IMC/P.

_____

(Signature and Date)

116 ORGANIZATIONAL LEVEL MATERIAL CONTROL OFFICER FUNDAMENTALS (CONT'D)

116.37 Discuss the procedures for computing cost per flight hour (CPH) using the CNAF AFAST tool. [ref. d]

_____
(Signature and Date)

.38 Discuss the procedures using the CNAF AFAST Type-Wing Tool to identify the top 10 AVDLR, AFM, Non-JCN NIIN's. [ref. d]

_____
(Signature and Date)

.39 Discuss the procedures for constructing a Cockpit Chart for an activity. [ref. d]

_____
(Signature and Date)

.40 Discuss the following Individual Component Repair List elements: [ref. a]

i. Program manager
ii. Capability codes
iii. Change request
iv. Review/validation requirements

_____
(Signature and Date)

.41 Discuss the MMCO's responsibilities regarding OLMM. [ref k]

_____

(Signature and Date)

.42 Discuss the use and purpose of the Maintenance Planning Tool in scheduled and unscheduled maintenance planning. [ref. k]

_____
(Signature and Date)

.43 Define Full Mission Capable Aircraft Readiness (FMCAR) & Mission Capable Aircraft Readiness (MCAR). [ref. l]

_____
(Signature and Date)

117 INTERMEDIATE LEVEL POWER PLANTS FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] NAVAIR 15-01-500, Preservation of Naval Aircraft
[c] Local Directives and Standard Operating Procedures
[d] Navy Training System Plan (NTSP) for Aviation Engine Test Systems,
[e] NAVAIR 17-15-50.1, Joint Oil Analysis Program Manual, Vol. I

117.1 Discuss modular engine maintenance. [ref. a]

_____

(Signature and Date)

.2 Discuss proper engine preservation/storage/transportation. [ref. b]

_____

(Signature and Date)

.3 Discuss inventory control of Quick Engine Change (QEC) accessories. [ref. a]

_____

(Signature and Date)

.4 Discuss the following elements of an engine test facility:

a. IMRL accountability [ref. c]
b. Manning [ref. c]
c. Training/certification [refs. a, d]
d. Technical evaluation [ref. a]
e. Correlation Program [ref. c]
f. Aviation electrician support [ref. a]
g. Calibration [ref. a]
h. Scheduled maintenance [ref. a]
i. Fuel requirements [refs. a, c]
j. Operational coordination [ref. c]
k. Documentation [ref. a]
l. FOD prevention [ref. a]
m. SE requirements [refs. a, c]

_____

(Signature and Date)

117 INTERMEDIATE LEVEL POWER PLANTS FUNDAMENTALS (CONT'D)

117.5 Discuss the environmental controls required to support an oil analysis lab. [ref. e]

_____

(Signature and Date)

.6 Discuss the purpose of the oil lab correlation process. [ref. e]

_____

(Signature and Date)

.7 Discuss engine management versus APU management. [ref. a]

_____

(Signature and Date)

118 INTERMEDIATE LEVEL AIRFRAMES FUNDAMENTALS

References:

[a] NAVAIR 04-10-506, Maintenance Instructions - Aircraft Tires and Tubes
[b] Local Directives and Standard Operating Procedures
[c] Safety Data Sheet (SDS)
[d] NTSP for the Advanced Composite Material Repair Program
[e] NAVAIR 01-1A-16-1, Nondestructive Inspection
[f] NAVAIR 01-1A-34, Aeronautical Equipment Welding
[g] NAVAIR 01-1A-17, Aviation Hydraulics Manual
[h] NAVSEA A0420-AA-RAD-10, Radiological Affairs Support Program

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118.1 Discuss the safety requirements involved in the Tire/Wheel Maintenance Safety Program. [ref. a]

_____

(Signature and Date)

.2 Discuss the use of the following: [ref. b, g]

a. Hydraulic pressure/pump test stand
b. Servo-cylinder test stand
c. Tire inflation system
d. Electro-hydraulic actuator test stand
e. Launch bar actuator test stand
f. Hose burst machine
g. Heat treating oven
h. Bead breaker

_____

(Signature and Date)

.3 Discuss the handling and repair of composite materials. [refs. b - d]

_____

(Signature and Date)

.4 Discuss special equipment and facilities for NDI work center. [ref. e]

_____

(Signature and Date)

118 INTERMEDIATE LEVEL AIRFRAMES FUNDAMENTALS (CONT'D)

118.5 Discuss the training, qualification, and certification requirements of NDI technicians. [ref. e]

_____

(Signature and Date)

.6 Discuss the purpose and management of NDI reference standards. [refs. b, e]

_____

(Signature and Date)

.7 Discuss special equipment and facilities for aeronautical welders. [ref. f]

_____

(Signature and Date)

.8 Discuss environmental controls required for a hydraulic work center. [ref. g]

_____

(Signature and Date)

.9 Discuss the local manufacture of lines, tubes, cables, and other aircraft structural components. [ref. b]

_____

(Signature and Date)

.10 Discuss the responsibilities of the Radiation Safety Officer (RSO). [ref. h]

_____

(Signature and Date)

.11 Discuss the purpose and management of the Radiation Safety Program. [ref. h]

_____

(Signature and Date)

119 INTERMEDIATE LEVEL AVIONICS FUNDAMENTALS

References:

[a] CMS 21B, Communications Material Security System Manual
[b] NAVAIR 17-15BAD-1, Aircraft Support Equipment -Storage Batteries
[c] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[d] NAVAIR 01-1A-23, Standard Maintenance Practices Miniature/Microminiature (2M)
[e] NAVAIR 17-35QAL-15, Metrology and Calibration (METCAL) Program Manual
[f] NAVAIR 00-25-100, NAVAIR Command Technical Publications Library Management
[g] Local Command IMRL Main Body
[h] NTSP for Consolidated Automated Support System (CASS) Family of Testers (FoT)
[i] OPNAV 43P6B, Metrology Automated System for Uniform Recall and Reporting (MEASURE)
[j] NAVAIRINST 13640.1C, Naval Aviation Metrology and Calibration Program
[k] NAVAIR AG-SEMGR-GYD-000, Aircraft Maintenance Material Readiness List (AMMRL) Program Support Equipment Asset Managers Guide

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119.1 Discuss two-person integrity for handling COMSEC keying material. [ref. a, sec. 510]

_____

(Signature and Date)

.2 Discuss the facilities requirements for battery repair facilities. [ref. b]

_____

(Signature and Date)

.3 Discuss the Navy Metrology and Calibration (METCAL) Program organization and responsibilities as they relate to the aircraft carrier and amphibious assault ship communities. [ref e]

_____

(Signature and Date)

.4 Discuss the responsibilities of the AIMD Officer regarding shipboard gage calibration program. [ref e]

_____

(Signature and Date)

119 INTERMEDIATE LEVEL AVIONICS FUNDAMENTALS (CONT'D)

119.5 Discuss with the MMCO, Avionics Division Officer or Assistant Avionics Division Officer the peculiar avionics test benches within the department and identify which aircraft they support. [ref. g]

_____

(Signature and Date)

.6 Identify the following Consolidated Automated Support System (CASS) configurations and purposes of each: [ref. h]

a. Hybrid (HYB)
b. Radio Frequency (RF)
c. Communication, Navigation, Identification (CNI)
d. Electro-Optical (EO)
e. High Power (HP)

_____

(Signature and Date)

.7 Discuss the purpose and use of an Operational Test Program Set (OTPS) to include the following elements: [refs. c, h]

a. Interface Device (ID)
b. Cables
c. Test Program Instruction (TPI)
d. Holding Fixtures
e. Software

_____

(Signature and Date)

.8 Discuss the following elements of the Miniature/Microminiature Program:

a. Program manager [ref. c]
b. Certification/recertification requirements [ref. c]
c. Special facility requirements and environmental controls [ref. d]

_____

(Signature and Date)

119 INTERMEDIATE LEVEL AVIONICS FUNDAMENTALS (CONT'D)

119.9 Discuss the following elements of a calibration lab:

a. Satellite production control [ref. c]
b. Calibration Requirements Listing (CRL) [ref. e]
c. Electrical/electronic work center [ref. e]
d. Physical/mechanical work center [ref. e]
e. Meter Card Documentation [ref. i]
f. Commercial calibration activities performing calibration services [ref. j]
g. Repair documentation [ref. c]
h. Commercial publications [ref. f]
i. Order of precedence for CRL managed equipment when calibration documents conflict [ref. e]

_____

(Signature and Date)

.10 Discuss the following elements of the Individual Material Readiness List (IMRL):

a. How allowances are based [ref. k]
b. How to link IMRL items to the system they support [ref. k]
c. How to change allowances [ref. k]

_____

(Signature and Date)

.11 Discuss the following related to Technical Publications:

a. Joint Technical Data Integration (JTDI) [ref. f]
b. Enhanced Library Management System (ELMS) [ref. f]
c. NATEC Online [ref. f]

_____

(Signature and Date)

120 INTERMEDIATE LEVEL ARMAMENT FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] OPNAVINST M8000.16, Naval Ordnance Management Policy
[c] Local Directives and Standard Operating Procedures
[d] COMNAVAIRFORINST 8380.2A, Aircraft Armament System Program

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120.1 Discuss the relationship between the Weapons Department and FRC (ashore)/AIMD (afloat). [refs. a, c]

_____
(Signature and Date)

.2 Discuss AAE management. [ref. b]

_____
(Signature and Date)

.3 Discuss issue and receipt of AAE. [ref. b]

_____
(Signature and Date)

.4 Discuss I-Level Aircraft Armament Systems (AAS) maintenance functions and duties. [refs. d, e]

_____
(Signature and Date)

.5 Discuss the transfer process for Ready for Issue (RFI) and non-Ready-for-Issue (nRFI) Aircraft Armament Equipment during CVW embarkation/disembarkation. [ref. d]

_____
(Signature and Date)

.6 Discuss items that are covered during the annual wall-to-wall inventory and preservation levels of AAS. [ref. d]

_____
(Signature and Date)

121 INTERMEDIATE LEVEL AVIATION LIFE SUPPORT SYSTEM FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] NAVAIR 13-1-6.2, Emergency Personnel and Drogue Parachute Systems
[c] NAVAIR 13-1-6.4-2, Oxygen Equipment (Regulators)
[d] NAVAIR 06-30-501, Oxygen/Nitrogen Systems Technical Manual
[e] A6-332AO-GYD-000, ABO Surveillance Program Laboratory and Field Guide

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121.1 Discuss ALSS pool management. [ref. a]

_____

(Signature and Date)

.2 Discuss the purpose and use of NALCOMIS OOMA Logsets dealing with ALSS. [ref. a]

_____

(Signature and Date)

.3 Discuss documentation requirements for ALSS equipment. [ref. a]

_____

(Signature and Date)

.4 Discuss Oxygen System Components Maintenance Shop special facility requirements for ALSS work centers. [refs. b, c]

_____

(Signature and Date)

.5 Discuss training/qualification requirements for working on ABO equipment. [refs. a, c, d]

_____

(Signature and Date)

.6 Discuss special tools required for working on Aviators Breathing Oxygen (ABO) equipment. [ref. c]

_____

(Signature and Date)

121 INTERMEDIATE LEVEL AVIATION LIFE SUPPORT SYSTEM FUNDAMENTALS (CONT'D)

121.7 Discuss the requirements and equipment for testing liquid oxygen and liquid nitrogen. [refs. d, e]

_____

(Signature and Date)

.8 Discuss the functions of the ALSS Division Work Centers and what items are repaired in each. [ref. a]

_____

(Signature and Date

122 INTERMEDIATE LEVEL SUPPORT EQUIPMENT FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)
[b] COMNAVAIRFORINST 4790.46A, Aircraft Carrier Aviation Support Milestone Program
[c] NAVAIR 00-80T-119, Weight Handling Support Equipment Manual
[d] NAVAIR 17-1-114.1, Inspection and Testing of Lifting Slings for Aircraft
[e] NAVAIR 17-1-125, SE Cleaning, Preservation, and Corrosion Control
[f] NAVAIR 00-25-300, Technical Directives System

122.1 Discuss the programs managed by the SE Division Officer. [ref. a]

_____

(Signature and Date)

.2 Discuss the SE Division's procedures as an SE issue/receipt point for supported activities. [ref. a]

_____

(Signature and Date)

.3 Discuss the Support Equipment Transaction Report (OPNAV 4790/64). [ref. a]

_____

(Signature and Date)

.4 Discuss afloat IMA inter-deployment SE Phase Milestone Program. [ref. b]

_____

(Signature and Date)

.5 Discuss SE licensing instructor qualifications. [ref. a]

_____

(Signature and Date)

.6 Discuss the restrictions of an issued SE license. [ref. a]

_____

(Signature and Date)

122 INTERMEDIATE LEVEL SUPPORT EQUIPMENT FUNDAMENTALS (CONT'D)

122.7 Discuss MHE training and licensing afloat versus ashore. [ref. a]

_____

(Signature and Date)

.8 Discuss Weight Handling Equipment (WHE) training and licensing afloat. [refs. a, c, d]

_____

(Signature and Date)

.9 Discuss SE custody control procedures. [ref. a]

_____

(Signature and Date)

.10 Discuss scheduled and unscheduled maintenance on SE. [ref. a, f]

_____

(Signature and Date)

.11 Discuss the proper routing and sign-off of an SE misuse/abuse report. [ref. a]

_____

(Signature and Date)

.12 Discuss the Tire/Wheel Certification Program as it relates to SE. [ref. a]

_____

(Signature and Date)

.13 Discuss requirements for load testing of slings. [ref. d]

_____

(Signature and Date)

.14 Discuss equipment and safety requirements for a paint booth/facility. [ref. e]

_____

(Signature and Date)

123 INTERMEDIATE LEVEL PRODUCTION CONTROL OFFICER FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] NAVSO P-3013-2, Financial Management of Resources
[c] COMNAVAIRLANTINST 7310.5, Financial Regulations Concerning AOM Funds
[d] COMNAVAIRPAC/COMNAVAIRLANTINST 7310.2, Administrative and Accounting Procedures
[e] NAVSUP Publication 485 (Rev-5), Operational Forces Supply, Vol. 1
[f] COMNAVAIRPAC/COMNAVAIRLANTINST 5442.1A, Aircraft Material Condition Reporting
[g] Local Directives and Standard Operating Procedures
[h] OPNAVINST 4441.12E, Retail Supply Support of Naval Activities

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123.1 Discuss the PC Officer responsibilities concerning the following: [ref. a]

a. Material control

_____

(Signature and Date)

b. Production control

_____

(Signature and Date)

.2 Discuss the following in relation to material control [ref. a]:

a. Repairable management

_____

(Signature and Date)

b. IMRL

_____

(Signature and Date)

c. Tool control

_____

(Signature and Date)

123 INTERMEDIATE LEVEL PRODUCTION CONTROL OFFICER FUNDAMENTALS (CONT'D)

123.3 d. Financial management:

1. OFC-50 [ref. b, c]
2. Aviation Fleet Maintenance (AFM) [ref. b, c]
3. OFC-01/09 [ref. a, e]

_____

(Signature and Date)

e. JASU and/or AMSU [ref. a]

_____

(Signature and Date)

f. Centralized and satellite tool rooms [ref. a]

_____

(Signature and Date)

a. Discuss the following in relation to production control: [refs. a, e]
Supply priority and project code

_____

(Signature and Date)

b. AWP validation

_____

(Signature and Date)

c. Maintenance workload priority assignment

_____

(Signature and Date)

d. Logs and records

_____

(Signature and Date)

e. Cannibalization management

_____

(Signature and Date)

123 INTERMEDIATE LEVEL PRODUCTION CONTROL OFFICER FUNDAMENTALS (CONT'D)

123.5 f. Broad Arrow management

_____

(Signature and Date)

g. Component repair

_____

(Signature and Date)

h. Technical Directives

_____

(Signature and Date)

.6 Discuss the assignment of the following project codes: [ref. a]

a. BK0
b. BK1
c. ZC8
d. ZF7

_____

(Signature and Date)

.7 Discuss the assignment of the following maintenance workload priorities: [ref. a]

a. 1
b. 2
c. 3
d. 4

_____

(Signature and Date)

.8 Discuss the information contained in the following logs and records maintained in production control: [ref. a]

a. Aeronautical Equipment Service Record (AESR)
b. Scheduled Removal Component (SRC)
c. SE custody and maintenance history record
d. Engine Logbooks

_____

(Signature and Date)

123 INTERMEDIATE LEVEL PRODUCTION CONTROL OFFICER FUNDAMENTALS (CONT'D)

123.9 Discuss the responsibilities of Data Base Administrator/Analyst. [ref. a]

_____

(Signature and Date)

.10 State the purpose of the following Broad Arrow reports: [ref. a]

a. Broad Arrow message
b. Broad Arrow addendum message
c. Support equipment in service messages

_____

(Signature and Date)

.11 Identify the document number series used for Broad Arrow requisitions. [ref. a]

_____

(Signature and Date)

.12 How is SE PMS tracked at an IMA? [ref. g]

_____

(Signature and Date)

.13 What information is discussed at a daily production control meeting? [ref. g]

_____

(Signature and Date)

.14 What information is discussed at a MMP meeting? [ref. a]

_____

(Signature and Date)

.15 Discuss the establishment and management of satellite production controls. [ref. a, g]

_____

(Signature and Date)

.16 What information is discussed at an AMCR meeting afloat and who are the key participants? [ref. g]

_____

(Signature and Date)

123 INTERMEDIATE LEVEL PRODUCTION CONTROL OFFICER FUNDAMENTALS (CONT'D)

123.17 What information is discussed at Inter Deployment Training Cycle (ITDC) milestone meetings part of the Fleet Response Training Plan (FRTP) and who are the key participants? [ref. g]

_____

(Signature and Date)

.18 Describe the standard readiness reports used at IMAs. [refs. a, f]

_____

(Signature and Date)

.19 Define the following key metrics used in Planeside Integrated Logistic Support (PILS) assessment: [refs. g]

a. Average customer wait time
b. Response to Failure
c. Logistic Response Time
d. Receipt Take-up Time
e. Reorder Level
f. Non-Demand Based Item
g. Repair Turn Around Time
h. Aviation Consolidated Allowance List
i. Shore based Consolidated Allowance List
j. Marine Aviation Logistic Support Package (MALSP)
k. Fly-In Support Package
l. Contingency Support Package
m. Follow-on Support Package
n. Readiness Based Sparing
o. Performance Based Logistics

_____

(Signature and Date)

.20 Discuss BMT report used at daily Production Control meetings in your IMA and explain the purpose. [ref. g]

_____

(Signature and Date)

124 ASSISTANT MAINTENANCE OFFICER FUNDAMENTALS

References:

[a] OPNAVINST 1000.16L, Navy Total Force Manpower Policies and Procedures
[b] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[c] COMNAVAIRPAC/COMNAVAIRLANTINST 1306.18A, Sea Operational Detachment Policy
[d] Local Directives and Standard Operating Procedures
[e] BUPERSINST 1610.10F, Navy Performance Evaluation and Counseling System
[f] BUPERSINST 1080.54A Enlisted Distribution and Verification Process (EDVP)
[g] https://ntmpsweb.dc3n.navy.mil/FLTMPS/default.aspx

124.1 Discuss the following responsibilities of the Assistant Maintenance Officer:

a. Manpower management [ref. b, i]
b. Maintenance training [ref. b]
c. SE training and licensing (O-Level) [ref. b]
d. Maintenance administration [ref. b]

_____

(Signature and Date)

.2 Discuss the impact internal and external TAD assignments on department manning: [refs. b, d]

_____

(Signature and Date)

.3 Discuss the Turn-around Maintenance Training plan. [refs. b, d]

_____

(Signature and Date)

124 ASSISTANT MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

124.4 Discuss the AMO responsibilities concerning of the following:

a. Manpower/NEC management regarding Fit and Fill. [refs. a, b]

_____

(Signature and Date)

b. SEAOPDET [refs. a, c]

_____

(Signature and Date)

c. Civilian personnel management [refs. a, d]

_____

(Signature and Date)

e. Awards program [ref. e]

_____

(Signature and Date)

f. Performance evaluations/fitness reports [ref. e]

_____

(Signature and Date)

g. Travel/TAD budget [ref. d]

_____

(Signature and Date)

.5 Discuss AMO responsibilities concerning: [ref. b]

a. Facilities management/maintenance
b. Physical security/space allocation

_____

(Signature and Date)

124 ASSISTANT MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

124.6 Discuss the Activity Manning Manager's Role. [refs. a, f]

_____

(Signature and Date)

.7 Describe enlisted projected gains and losses report. [ref. f]

_____

(Signature and Date)

.8 Discuss enlisted billet alignments against billet sequence. [ref. f]

_____

(Signature and Date)

.9 Discuss Permanent Change of Station (PCS) Order Validation. [ref. f]

_____

(Signature and Date)

.10 Discuss the importance of fleet input during the Training Requirements Review (TRR) process: [ref. b]

_____

(Signature and Date)

125 AVIATION MAINTENANCE OFFICER FUNDAMENTALS

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] Local Directives and Standard Operating Procedures
[c] NAVAIR 00-25-100, Naval Air Systems Command Technical Manual Program
[d] NAVSUP Publication 485 (Rev. 5), Operational Supply Procedures, Vol. I
[e] OPNAVINST 11010.20J, Navy Facilities Project
[f] COMNAVAIRFORINST 4790.3, Naval Aviation Engineering Technical Services
[g] CNAP/CNAL/CNAFR 4790.43

125.1 Discuss COMNAVSUPSYSCOM Weapons Systems Support (NAVSUP WSS) material responsibilities in support of the NAMP. [ref. a]

_____
(Signature and Date)

.2 Discuss the seven performance improvement elements defined as they apply to the NAMP. [ref. a]

a. Productivity
b. Effectiveness
c. Efficiency
d. Quality
e. Innovation
f. Quality of work life
g. Budgetability

_____
(Signature and Date)

.3 Discuss the Aircraft Controlling Custodians (ACCs) responsibilities for the following: [ref. a]

a. Funding
b. Manpower
c. Training
d. Material and Equipment
e. Aircraft assignment
f. Inspection and evaluation

_____
(Signature and Date)

125 AVIATION MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

125.4 Discuss the maintenance functions assigned to Intermediate Maintenance Activity (IMA) and Commander, Fleet Readiness Center (COMFRC) activities. [ref. a]

_____

(Signature and Date)

.5 Discuss the Reliability Centered Maintenance (RCM) Program. [ref. a]

_____

(Signature and Date)

.6 Discuss Aviation Maintenance Management Teams. [ref. a]

_____

(Signature and Date)

.7 Discuss and define all Naval Sustainment System-Aviation (NSS-A) pillars. [ref. g]

_____

(Signature and Date)

.8 Discuss the purpose of the Heads-up Display (HUD) Enterprise level meeting. [ref. g]

_____

(Signature and Date)

.9 Discuss the purpose of the Heads-up Display (HUD) Enterprise level meeting. [ref. g]

a) Structural Life Limits Program

_____

(Signature and Date)

b) Integrated Maintenance Concept/Program (IMC/P)

_____

(Signature and Date)

c) Aircraft Service Period Adjustment (ASPA) Program (Signature and Date

_____

(Signature and Date)

125 AVIATION MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

125.10 Discuss the Type Wing's responsibility for the following:

a) Maintenance support [ref. a]

_____

(Signature and Date)

b) Supply support [ref. a]

_____

(Signature and Date)

c) Directed cannibalization [refs. a, b]

_____

(Signature and Date)

d) Inspections/assist visits [refs. a, b]

_____

(Signature and Date)

125 AVIATION MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

125.11 Discuss the following Service Life Management Programs: [ref. a]

a. AIRRS XRAY Reports

_____

(Signature and Date)

b. AMSRR Reports

_____

(Signature and Date)

c. BORs

_____

(Signature and Date)

d. FOD Reports

_____

(Signature and Date)

e. NAMDRP Reports

_____

(Signature and Date)

f. Mishap Reports

_____

(Signature and Date

.12 Discuss Engineering and Technical Services (ETS) duties and responsibilities. [refs. a, g]

_____

(Signature and Date)

.13 Technical Contractor Engineering Technical Services (CETS), duties and responsibilities. [refs. a, g]

_____

(Signature and Date)

125 AVIATION MAINTENANCE OFFICER FUNDAMENTALS (CONT'D)

125.14 Discuss the purpose of a NATEC Electronic Local Assist Request (ELAR). [ref. g]

_____

(Signature and Date)

.15 Discuss the purpose of Military Construction (MILCON) funding and how to acquire it. [ref. e]

_____

(Signature and Date)

.16 Explain the steps to receive approval for a MILCON project. [ref. e]

_____

(Signature and Date)

126 FLEET READINESS CENTER FUNDAMENTALS

References:

[a] COMANAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program

---

126.1 Discuss the purpose and structure of an FRC. [ref. a]

_____

(Signature and Date)

.2 Discuss the basic maintenance concept of an FRC. [ref. a]

_____

(Signature and Date)

.3 What are the nine FRC area commands? [ref. a]

_____

(Signature and Date)

.4 Discuss the artisan work certification process and its relationship to inspections performed by CDI's/QAR's. [ref. a]

_____

(Signature and Date)

.5 Discuss the relationships between COMFRC and CNAF &

COMFRC and NAVAIR. [ref. a]

_____

(Signature and Date)

.6 Discuss the responsibilities of maintaining an artisan's individual qualification record. [ref. a]

_____

(Signature and Date)

126 FLEET READINESS CENTER FUNDAMENTALS (CONT'D)

126.7 Describe an FRC organizational structure with regards to the following. [ref. a]

a. COMFRC
b. Dets and IMC Lines
c. Level 2 and 3 work centers
d. Integrated work center

_____
(Signature and Date)

.8 Describe Y-code procedures within the FRC. [ref. a]

_____
(Signature and Date)

.9 Which revolving account finances AVDLR depot repair and procurement in case of beyond economical repair of loss situations? [ref. a]

_____
(Signature and Date)

.10 How do Fleet Support Teams (FST) provide responsive support to Fleet Readiness Center's? [ref. a]

_____
(Signature and Date)

200 INTRODUCTION TO SYSTEMS

200.1 BASIC BUILDING BLOCKS

In this section, the equipment is broken down into smaller, more comprehensible, functional systems as basic building blocks in the learning process. Each system is written to reflect specific watchstation requirements by identifying the equipment most relevant to one or more designated watchstanders. The less complex systems may be identified and covered quickly or relegated to a lower priority to permit greater emphasis on more significant or complex systems.

200.2 COMPONENTS AND COMPONENT PARTS

For learning purposes each system is disassembled into two levels. Systems have components and components have parts. Do not expect to see every item which appears on a parts list to be in the PQS. Only those items which must be understood for operation/maintenance are listed. Normally a number of very broad (overview) systems are disassembled into their components or parts with the big picture as the learning goal. Items listed as components in such a system may then be analyzed as separate systems and broken down into components and parts. Example: the turbo generators may be listed as a component of the Ship's Service Electrical Distribution system and then later detailed as an individual system for closer study.

200.3 FORMAT

Each system is organized within the following format:

- It lists the references to be used for study and asks you to explain the function of each system.
- It asks for the static facts of what or where the components and component parts are in relation to the system.
- It directs attention to the dynamics of how the component and component parts operate to make the system function.
- It specifies the parameters that must be immediately recalled.
- It requires study of the relationship between the system being studied and other systems or areas.

200.4 HOW TO COMPLETE

The systems you must complete are listed in the Prerequisites section of each watchstation. When you have mastered one or more systems, contact your Qualifier. The Qualifier will give you an oral examination on each system and, if satisfied you have sufficient knowledge of the system, will sign the appropriate system line items. You will be expected to demonstrate through oral or written examination a thorough understanding of each system required for your watchstation.

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT

References:

[a] COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program
[b] NALCOMIS Optimized Organizational Maintenance Activity User Guide
[c] NALCOMIS Optimized System and Database Administration Guide

---

201.1 SYSTEM COMPONENTS AND COMPONENT PARTS

Identify the following system components and component parts and discuss the designated items for each:

A. What is its function?

B. Where is it located?

Questions

.2 NALCOMIS OOMS [refs. a, c] A B

_____
(Signature and Date)

.3 Server/Det Server [refs. a, c] A B

_____
(Signature and Date)

.4 OOMA maintenance subsystems: [ref. b] A B

_____
(Signature and Date)

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT (CONT'D)

Questions

201.1.4 Management Reports and their uses: [ref. b] A B

a. Aircraft daily status
b. Work center workload
c. Aircraft/Equipment workload
d. Aircraft material status
e. Inspections by assembly code
f. Scheduled inspections
g. Work order audit trail
h. Maintenance 1 (Consolidated Performance Metrics)
I. Maintenance 2 (Aircraft readiness degradation and utilization summary)
j. Maintenance 3 (Sub-system capability impact by work unit code)
k. Maintenance 4 (Detailed mission and maintenance data by aircraft system)
l. Maintenance 5 (Maintenance man hours)
m. Maintenance 6 (Detailed data extract)

_____
(Signature and Date)

.5 Automated Aircraft Discrepancy Book [ref. c] A B

a. A Sheet
b. Daily maintenance record
c. Turnaround maintenance record
d. Aircraft limitations
e. Daily/Turnaround-local card
f. Last 10 A Sheets
g. Inspections near duel
h. Removals near due
i. Summary
j. Engine/APU/Prop data
k. Open work orders
l. Awaiting Maintenance Control Approval
m. Closed work orders last 10 flights

_____
(Signature and Date)

.6 Technical directive procedures [ref.a, c] A B

a. Push down procedures
b. Issue and sign-off

_____
(Signature and Date)

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT (CONT'D)

Questions

201.1.7 WorkCenter: [ref. c] A B

a. DIFM
b. Work center workload
c. AWP
d. N codes – status changes and reviewing

_____

(Signature and Date)

201.1.8 Explain the purpose of a Maintenance Action Form (MAF)/ W/O as applied to OOMA documentation [ref. c] A B

_____

(Signature and Date)

201.2 PRINCIPLES OF OPERATION

201.2.1 What functional requirements of the NAMP are satisfied by the organizational maintenance activity's OOMA? [refs. a,b]

_____

(Signature and Date)

201.2.2 Using a diagram of this system, system the path of: [ref. b]

a. O-Level MAF flow from initiation to sign off for scheduled maintenance:
    1. Phase (look/fix)
    2. Planned maintenance
    3. Special inspection

_____

(Signature and Date)

b. Unscheduled maintenance
    1. Conditional inspection
    2. Repair

_____

(Signature and Date)

c. Work request

_____

(Signature and Date)

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT (CONT'D)

201.2.2 d. Cannibalization

_____

(Signature and Date)

e. Facilitate Other Maintenance (FOM)

_____

(Signature and Date)

f. TD

_____

(Signature and Date)

g. Assist

_____

(Signature and Date)

h. I-Level MAF flow from initiation to sign off for:

1. AMSU induction of a WRA

_____

(Signature and Date)

2. Suffix MAF generation of an Shop Replaceable Assembly (SRA)

_____

(Signature and Date)

3. Inter IMA repair and return

_____

(Signature and Date)

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT (CONT'D)

201.2.2 h. I-Level MAF flow from initiation to sign off for (Cont'd):

4. D-Action

_____

(Signature and Date)

5. TD

_____

(Signature and Date)

6. Work request

_____

(Signature and Date)

7. PM

_____

(Signature and Date)

8. Test and check

_____

(Signature and Date)

9. Cannibalization

_____

(Signature and Date)

201 INTRODUCTION TO AUTOMATED LOGISTICS ENVIRONMENT (CONT'D)

Questions

201.3 PARAMETERS/OPERATING LIMITS

For the items listed, answer the following questions:

A. What are the allowable operating limits?
B. Where are the parameters monitored?
C. When is it required?

201.3.1 Discuss the security considerations that apply to an individual's login and pass word. [ref. a] A B

_____

(Signature and Date)

Questions

.2 Discuss the QA involvement for completion of the following MAFs: [ref. a] A C

a. Routine maintenance
b. Safety of flight
c. Inspection

_____

(Signature and Date)

201.4 SYSTEM INTERFACE

201.4.1 Discuss how OOMA and OIMA interface and interact. [ref. a]

_____

(Signature and Date)

201.5 SAFETY PRECAUTIONS – None to be discussed.

300 INTRODUCTION TO WATCHSTATIONS

300.1 INTRODUCTION

The Watchstation section of your PQS is where you get a chance to demonstrate to your Qualifier that you can put the knowledge you have gained in the previous sections to use. It allows you to practice the tasks required for your watchstation and to handle abnormal conditions and emergencies. Before starting your assigned tasks, you must complete the prerequisites that pertain to the performance of that particular task. Satisfactory completion of all prerequisites is required prior to achievement of final watchstation qualification.

300.2 FORMAT

Each watchstation in this section contains:

- A FINAL QUALIFICATION PAGE, which is used to obtain the required signatures for approval and recording of Final Qualification will be at the beginning of the 300 section.

- PREREQUISITES, which are items that must be certified completed before you can begin qualification for a particular watchstation. Prerequisites may include schools, watchstation qualifications from other PQS books, and fundamentals, systems, or watchstation qualifications from this book. Prior to signing off each prerequisite line item, the Qualifier must verify completion from existing records. Record the date of actual completion, not the sign-off date.

- WATCHSTATION Performance, which is the practical factors portion of your qualification. The performance is broken down as follows:

  Tasks (routine operating tasks that are performed frequently)
  Infrequent Tasks
  Abnormal Conditions
  Training Watches
  Examinations

If there are multiple watchstations, a QUALIFICATION PROGRESS SUMMARY will appear at the end of the Standard.

300 INTRODUCTION TO WATCHSTATIONS (CONT'D)

300.3 OPERATING PROCEDURES

The PQS deliberately makes no attempt to specify the procedures to be used to complete a task or control or correct a casualty. The only proper sources of this information are the technical manuals, Engineering Operational Sequencing System (EOSS), Naval Air Training and Operating Procedures Standardization (NATOPS) or other policy-making documents prepared for a specific installation or a piece of equipment. Additionally, the level of accuracy required of a trainee may vary from school to school, ship to ship, and squadron to squadron based upon such factors as mission requirements. Thus, proficiency may be confirmed only through demonstrated performance at a level of competency sufficient to satisfy the Commanding Officer.

300.4 DISCUSSION ITEMS

Though actual performance of evolutions is always preferable to observation or discussion, some items listed in each watchstation may be too hazardous or time consuming to perform or simulate. Therefore, you may be required to discuss such items with your Qualifier.

300.5 NUMBERING

The Final Qualification is assigned a NAVEDTRA Final Qualification number. The NAVEDTRA number is to be used for recording qualifications in service and training records.

300.6 HOW TO COMPLETE

After completing the required prerequisites applicable to a particular task, you may perform the task under the supervision of a qualified watchstander. If you satisfactorily perform the task and can explain each step, your Qualifier will sign you off for that task. You may then be required to stand a watch or a number of watches to earn qualification. There are two levels of supervision for this:

- Under Instruction: You will perform the duties and tasks of the watchstation under the direct supervision of a qualified watchstander or supervisor. This is intended to be a one-on-one training situation.

300 INTRODUCTION TO WATCHSTATIONS (CONT'D)

300.6 HOW TO COMPLETE (CONT'D)

- Under qualified supervision: You will perform the duties and tasks of the watchstation with minor guidance from a qualified watchstander or supervisor. This is intended to allow you to develop proficiency in and operational environment with minimal oversight or have a supervisor close at hand if needed.

After all line items have been completed, your Qualifier will verify Final Qualification by signing and dating the Final Qualification pages.

FINAL QUALIFICATION **NAVEDTRA 43438-F**

301 AVIATION MAINTENANCE OFFICER

NAME_____ RATE/RANK_____

This page is to be used as a record of satisfactory completion of designated sections of the Personnel Qualification Standard (PQS). Only specified supervisors may signify completion of applicable sections either by written or oral examination, or by observation of performance. The examination or checkout need not cover every item; however, a sufficient number should be covered to demonstrate the examinee's knowledge. Should supervisors *give away* their signatures, unnecessary difficulties can be expected in future routine operations.

A copy of this completed page shall be kept in the individual's training jacket.

The trainee has completed all PQS requirements for this watchstation. Recommend designation as a qualified AVIATION MAINTENANCE OFFICER (NAVEDTRA 43438-F)

RECOMMENDED_____ DATE_____

Supervisor

RECOMMENDED_____ DATE_____

Division Officer

RECOMMENDED_____ DATE_____

Maintenance Officer

QUALIFIED_____ DATE_____

Commanding Officer or Designated Representative

DATABASE ENTRY_____ DATE_____

SERVICE RECORD ENTRY_____ DATE_____

WATCHSTATION 301

301 AVIATION DIVISION OFFICER

Estimated completion time: 15 month

NOTE: THE FOLLOWING WATCHSTATIONS, REGARDLESS OF QUALIFICATIONS ACHIEVED IN PREVIOUS VERSIONS, SHALL BE COMPLETED.

301.1 PREREQUISITES

FOR OPTIMUM TRAINING EFFECTIVENESS, THE FOLLOWING ITEMS SHOULD BE COMPLETED PRIOR TO STARTING YOUR ASSIGNED TASKS BUT SHALL BE COMPLETED PRIOR TO FINAL WATCHSTATION QUALIFICATION.

301.1.1 SCHOOLS:

Aviation Maintenance Officer School (C-4D-2012 or C-4D-2013)

Completed _____

(Qualifier and Date)

Aviation Ground Maintenance Officer Training continuum: (The following courses are available through CNATTU, but not required for this PQS.)

Naval Aviation Maintenance Control Management Course (Course D-555-0051).

Completed _____

(Qualifier and Date)

Naval Aviation Maintenance Control Management Course (Course D-555-0053).

Completed _____

(Qualifier and Date)

Financial Management for Naval Aviation Operating Target Accounting (OPTAR) (Course D-555-0018).

Completed _____

(Qualifier and Date)

Joint Aviation Supply and Maintenance Material Management (JASMMM) (Course A-8B-0020)

Completed _____

(Qualifier and Date)

Basic Corrosion Control (Course CNATT-000-BCC-025-002-C0) available at My Navy Portal (https://www.my.navy.mil), under the learning tab

301 AVIATION DIVISION OFFICER (CONT'D)

301.1.2 OTHER QUALIFICATIONS:

Required reading:

The Goal. By Eliyahu M. Goldratt.

What is Lean Six Sigma? By Michael L. George, David Rolands and Bill Kastle.

Lean Thinking. By James Womack, Daniel Jones.

Completed _____

(Qualifier and Date)

Complete the following Online courses:

a. DAU – Introduction to Lean Enterprise Concepts (CLE 004)
b. DAU – Lean Six Sigma for Manufacturing (CLE 007)
c. DAU – Six Sigma: Concepts and Process (CLE 008)
d. DAU – Continuous Process Improvement Familiarization (CLE 015)
e. ORM – Individual - Managing Your Risk (CPPD-ORM-MYR-1.0)
f. ORM – Supervisor - Managing Your Teams Risk (CPPD-ORM-MYTR-1.0)
g. ORM – Time Critical Risk Management (CPPD-TCRM 09-02)
h. MNP – Navy Manpower and Personnel (CNATT-NMP-1.0)

Completed_____

(Qualifier and Date)

Complete DON AIRSpeed Green Belt Course (RECOMMENDED)

Completed_____

(Qualifier and Date)

.3 OTHER PQS QUALIFICATIONS: NONE

.4 WATCHSTATIONS FROM THIS PQS: NONE

301 AVIATION DIVISION OFFICER (CONT'D)

301.1.5 FUNDAMENTALS FROM THIS PQS:

101 Safety Fundamentals
Completed _____ 14% of Watchstation
(Qualifier and Date)

102 Aviation Fundamentals
Completed _____ 14% of Watchstation
(Qualifier and Date)

103 Manpower/Personnel Management Fundamentals

Completed _____ 14% of Watchstation
(Qualifier and Date)

104 Security Fundamentals
Completed _____ 14% of Watchstation
(Qualifier and Date)

105 Administration Fundamentals
Completed _____ 14% of Watchstation
(Qualifier and Date)

106 Aviation Ordnance Fundamentals
Completed _____ 14% of Watchstation
(Qualifier and Date)

107 Afloat Aviation Operations Fundamentals

Completed _____ 14% of Watchstation
(Qualifier and Date)

.6 SYSTEMS FROM THIS PQS: NONE

301 AVIATION DIVISION OFFICER (CONT'D)

301.2 TASKS

For the tasks listed below:

A. What are the steps of this procedure?
B. What are the reasons for each step?
C. What control/coordination is required?
D. What means of communication are used?
E. What safety precautions must be observed?
F. What parameters/operating limits must be observed?
G. Satisfactorily perform this task.

Questions

301.2.1 Locate, use, and demonstrate proficiency with the following publications: A G

a. MILPERS Manual

_____

(Signature and Date)

Questions

.1 Locate, use, and demonstrate proficiency with the following publications: A G

a. Enlisted Transfer Manual Online

_____

(Signature and Date)

b. Advancement Manual

_____

(Signature and Date)

c. Navy-Marine Corps Awards Manual

_____

(Signature and Date)

d. Correspondence Manual

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.2.2 Review your command's MNA for the following: A B G

a. Prospective gains/losses
b. NEC inventory
c. Current/future manning levels
d. NEC assignment

_____

(Signature and Date)

a. Enlisted Transfer Manual Online

_____

(Signature and Date)

b. Advancement Manual

_____

(Signature and Date)

c. Navy-Marine Corps Awards Manual

_____

(Signature and Date)

d. Correspondence Manual

_____

(Signature and Date)

.2 Review your command's MNA for the following: A B G

a. Prospective gains/losses
b. NEC inventory
c. Current/future manning levels
d. NEC assignment

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.2.4 Initiate proper action to modify prospective gain orders to ensure proper schooling en route. A B C G

_____

(Signature and Date)

.5 Review your command's activity/ship's manning document for the following: A B G

a. Officer/enlisted billets
b. Funded versus nonfunded billets
c. Changes from previous document

_____

(Signature and Date)

.6 Describe the process for obstaining the following school quotas: A B C G

a. SE Phase I
b. Center for Naval Aviation Technical Training
c. Fire Fighting
d. Joint Aviation Supply and Maintenance Material Management (JASMMM)
e. AIRSpeed Green Belt Course

_____

(Signature and Date)

.7 Draft an EMIR: A B C G

_____

(Signature and Date)

.8 Draft an NEC change request: A B C G

_____

(Signature and Date)

.9 Prepare an enlisted performance evaluation and CPO evaluation: A B C G

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.2.10 Draft a Navy/Marine Corps Achievement Medal submission with completed from 1650. A B C G

_____

(Signature and Date)

.11 Develop a plan for assignment and rotation of TAD personnel: (internal and external to command) A B C G

_____

(Signature and Date)

.12 Locate an Aviation Maintenance Advisory (AMA) on CNAF N422C: Microsoft TEAMS Page. A B C G

_____

(Signature and Date)

.13 Identify, on any aircraft, the flight control surfaces, aircraft steps, handholds and walkways. A B E F G

_____

(Signature and Date)

.14 Inspect flight deck uniform. A B E F G

_____

(Signature and Date)

.15 Don flight deck uniform. A B E G

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.2.16 Observe the handling and movement of aircraft. B D E F G

_____

(Signature and Date)

a. Hangar deck.

_____

(Signature and Date)

b. Flight deck.

_____

(Signature and Date)

.15 Observe operations in Flight Deck Control including the preparations and briefing process for scheduling aircraft for launch. A C E G

_____

(Signature and Date)

.16 Observe flight operations (day) B D E F G

(minimum 2 launch/recovery evolutions)

_____

(Signature and Date)

_____

(Signature and Date)

.17 Observe flight operations (night) B D E F G

(minimum 2 launch/recovery evolutions)

_____

(Signature and Date)

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

		Questions
301.2.18	Coordinate and participate in a flight deck/line FOD Walkdown.	A B C E G
	_____ (Signature and Date)	
.19	Coordinate and participate in a hangar bay FOD Walkdown.	A B C E G
	_____ (Signature and Date)	
.20	Observe operation of the aviation fuels system.	B D E F G
	_____ (Signature and Date)	
.21	Observe the movement of aircraft between the hangar deck and flight deck.	B D E F G
	_____ (Signature and Date)	
.22	Describe the purpose of DAWIA and its applicability to the PAMO, including: a) Acquisition workforce program b) Career fields c) Certification levels d) Acuisition Corps Community	B C D G
	_____ (Signature and Date)	
.23	Prepare long range QA monitor/audit schedule.	A C F G
	_____ (Signature and Date)	
.24	Accompany a QAR performing a work center audit.	A B C E F
	_____ (Signature and Date)	
.25	Attend QAR/CDI candidate interview with MO or QAO.	A B C E F
	_____ (Signature and Date)	

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.2.26 Identify the cognizant depot activities or ISSC for your T/M/S aircraft and/or equipment, along with contact information. A D E G

_____

(Signature and Date)

301.3 INFREQUENT TASKS – None to be discussed.

301.4 ABNORMAL CONDITIONS

301.5 EMERGENCIES

For the emergencies listed below:

A. What indications and alarms are received?
B. What immediate action is required?
C. What operating limitations are imposed?
D. What other emergencies may occur if immediate action is not taken?
E. What follow-up action is required?
F. Satisfactorily perform or simulate the immediate action for this emergency.

Questions

301.5.1 Fire:

a. Fire on the flight deck. A B C D E F

_____

(Signature and Date)

b. Fire on the flight line. A B C D E F

_____

(Signature and Date)

c. Fire on the hangar deck. A B C D E F

_____

(Signature and Date)

301 AVIATION DIVISION OFFICER (CONT'D)

Questions

301.5.2 Crash:

a. Aircraft crash on the flight deck. A B C D E F

_____
(Signature and Date)

b. Aircraft crash on the runway. A B C D E F

_____
(Signature and Date)

301.5.4 Fuel spill:

a. Fuel spill on the flight deck. A B C D E F

_____
(Signature and Date)

b. Fuel spill on the flight line. A B C D E F

_____
(Signature and Date)

c. Fuel spill on the hangar deck. A B C D E F

_____
(Signature and Date)

d. HAZMAT spill (other than fuel). A B C D E F

_____
(Signature and Date)

301.5 WATCHES – None.

301.6 EXAMINATIONS

(OPTIONAL EXCEPT AS REQUIRED BY TYCOM/ISIC, ETC.)

301.6.1 EXAMINATIONS Pass an oral examination board

_____
(Signature and Date)

FINAL QUALIFICATION **NAVEDTRA 43438-F**

302 AVIATION MAINTENANCE PROGRAM MANAGER

NAME_____ RATE/RANK_____

This page is to be used as a record of satisfactory completion of designated sections of the Personnel Qualification Standard (PQS). Only specified supervisors may signify completion of applicable sections either by written or oral examination, or by observation of performance. The examination or checkout need not cover every item; however, a sufficient number should be covered to demonstrate the examinee's knowledge. Should supervisors *give away* their signatures, unnecessary difficulties can be expected in future routine operations.

A copy of this completed page shall be kept in the individual's training jacket.

The trainee has completed all PQS requirements for this watchstation. Recommend designation as a qualified AVIATION MAINTENANCE PROGRAM MANAGER (NAVEDTRA 43438-F)

RECOMMENDED_____ DATE_____

Supervisor

RECOMMENDED_____ DATE_____

Division Officer

RECOMMENDED_____ DATE_____

Maintenance Officer

QUALIFIED_____ DATE_____

Commanding Officer or Designated Representative

DATABASE ENTRY_____ DATE_____

SERVICE RECORD ENTRY_____ DATE_____

WATCHSTATION 302

302 AVIATION MAINTENANCE PROGRAM MANAGER

Estimated completion time: 9 month

NOTE: THE FOLLOWING WATCHSTATIONS, REGARDLESS OF QUALIFICATIONS ACHIEVED IN PREVIOUS VERSIONS, SHALL BE COMPLETED

302.1 PREREQUISITES

FOR OPTIMUM TRAINING EFFECTIVENESS, THE FOLLOWING ITEMS SHOULD BE COMPLETED PRIOR TO STARTING YOUR ASSIGNED TASKS BUT SHALL BE COMPLETED PRIOR TO FINAL WATCHSTATION QUALIFICATION.

302.1.1 SCHOOLS: NONE

.2 OTHER QUALIFICATIONS:

Complete DON AIRSpeed Yellow Belt Course

Completed _____

(Qualifier and Date)

.3 OTHER PQS QUALIFICATIONS: NONE

.4 WATCHSTATIONS FROM THIS PQS:

301 Aviation Division Officer
Completed _____

(Qualifier and Date)

.5 FUNDAMENTALS FROM THIS PQS

108 Organizational Structure

Completed 25% of Watchstation

(Qualifier and Date)

109 Aviation Management Information Systems

Completed 25% of Watchstation

(Qualifier and Date)

110 Basic Aviation Supply

Completed 25% of Watchstation

(Qualifier and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

302.1.5 111 Aviation Maintenance Programs

Completed 25% of Watchstation
(Qualifier and Date)

.6 SYSTEMS FROM THIS PQS:

201 Naval Aviation Logistics Command Management Information System

Completed _____ 100% of Watchstation

(Qualifier and Date)

302.2 TASKS

For the tasks listed below:

A. What are the steps of this procedure?
B. What are the reasons for each step?
C. What control/coordination is required?
D. What safety precautions must be observed?
E. When is the required?
F. Satisfactorily perform this task.

Questions

302.2.1 Verify completion/documentation of your division's scheduled training as listed in the MPP A B E F

_____

(Signature and Date)

.2 Review work center required reading boards for validity/current data A B E F

_____

(Signature and Date)

.3 Observe fuel sampling, testing, and proper disposal A B D E F

_____

(Signature and Date)

.4 Observe hydraulic fluid contamination analysis A B D E F

_____

(Signature and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

Questions

302.2.5 Draft a Hazardous Material Report (HMR)/EI. A B D E F

_____

(Signature and Date)

.6 Draft an HMR/TFOA A B C E F

_____

(Signature and Date)

.7 Draft a TPDR A B C E F

_____

(Signature and Date)

.8 Draft a PQDR A B C E F

_____

(Signature and Date)

.9 Explain the reporting criteria and submission time requirements for the following EI NAMDRP reports A B C E F

a) HMR/EI
b) HMR/TFOA
c) TPDR CATs I-IV
d) PQDR CATs I & II

_____

(Signature and Date)

.10 Screen technical directive for applicability. A B C E F

_____

(Signature and Date)

.11 Document TD incorporation with the MMCO A B C E F

_____

(Signature and Date)

.12 Verify TDSA list 02 and list 04 with the MMCO. A B C E F

_____

(Signature and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

Questions

302.2.13 Identify how long an aircraft may fly with an outstanding maintenance capable corrosion discrepancy. E F

_____
(Signature and Date)

.14 Observe an SE Licensing Program monitor with a QAR. A B C E F

_____
(Signature and Date)

.15 Prepare an SE license for issue. A B C F

_____
(Signature and Date)

.16 Review SE License certification and operator's license (OPNAV 4790/102) for accuracy prior to final signature. A B C D E F

_____
(Signature and Date)

.17 Document an SE misuse and abuse using OPNAV 4790/108. A B C E F

_____
(Signature and Date)

.18 Identify three (3) SE assets and determine their next PM date. A B C F

_____
(Signature and Date)

.19 Evaluate an SE Custody and Maintenance History Record (OPNAV 4790/51) for proper entries in the following sections.

a.	Acceptance/transfer	A B F
b.	Preservation/depreservation	A B F
c.	TD incorporation	A B F
d.	Periodic maintenance	A B F
e.	TD applicability verification	A B E F

_____
(Signature and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

Questions

302.2.20 Review work center/tool room measure inventory format 350 and verify five (5) calibration assets for proper labeling capable corrosion discrepancy. A B C F

_____
(Signature and Date)

.21 Draft a calibration extension message. A B C E F

_____
(Signature and Date)

.22 Observe the turn in of HM/HW to Supply for disposal or re-use. A B C E F

_____
(Signature and Date)

.23 Accompany a QAR during an HM Program monitor. A B C E F

_____
(Signature and Date)

.24 Demonstrate proper packaging/handling of an ESD sensitive Component. A B C D F

_____
(Signature and Date)

.25 Observe the initiation of a missing/broken/worn tool report. A B C D F

_____
(Signature and Date)

.26 Inventory a tool container using the Tool Control Program coordinator's master inventory. A B C E F

_____
(Signature and Date)

.27 Investigate a missing tool report with QA. A B C E F

_____
(Signature and Date)

.28 Complete a FOD incident report. A B C E F

_____
(Signature and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

		Questions
302.2.29	Analyze FOD retrieved from a FOD Walkdown with QA.	A B D E F
	_____ (Signature and Date)	
.30	Attend a FOD council meeting.	A C E F
	_____ (Signature and Date)	
.31	Review a work center's previous audits for trends.	A B F
	_____ (Signature and Date)	
.32	Identify the equipment within your command that falls under the Laser Hazard Control Program.	A C F
	_____ (Signature and Date)	
.33	Observe an engine status code change in AEMS.	A B C E F
	_____ (Signature and Date)	
.34	Review three (3) ordnance qualified personnel's Qualification/Certification records.	A C F
	_____ (Signature and Date)	
.35	Observe an Ordnance Certification Board.	A B C E F
	_____ (Signature and Date)	
.36	Observe respirator fit testing.	A B C E F
	_____ (Signature and Date)	
.37	Perform work center IMRL inventory using local LAMS report.	A C F
	_____ (Signature and Date)	

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

Questions

302.2.37 Complete a survey (DD Form 200) A B C E F

_____

(Signature and Date)

.39 Perform an investigation in the surroundings of a missing, lost, or stolen IMRL item. A B C E F

_____

(Signature and Date)

.40 Accompany a CTPL on DTPL audit. A C E F

_____

(Signature and Date)

.41 Access and review NATEC's web site. A B C F

_____

(Signature and Date)

.42 Observe the incorporation of an IRAC. A B C E F

_____

(Signature and Date)

.43 Inventory an ERT kit. A E F

_____

(Signature and Date)

.44 Attend and conduct an MMP meeting with the MMCO. A B C E F

_____

(Signature and Date)

.45 Review draft MMP for accuracy and completeness. A B C E F

_____

(Signature and Date)

.46 Give three examples of AFM purchases/Administration fund purchases. F

_____

(Signature and Date)

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

		Questions
302.2.47	Review an Industrial Hygienist Survey	A B C D F
	_____ (Signature and Date)	
.48	Perform a flight line safety check with Quality Assurance Officer (QAO).	A B C D F
	_____ (Signature and Date)	
.49	With your AIRSpeed Officer, review the progress of the command's AIRSpeed events	A B C D E F
	_____ (Signature and Date)	
.50	Demonstrate how to initiate a project.	A B C D E F
	_____ (Signature and Date)	
.51	Attend an AIRSpeed event in-brief.	A B C D E F
	_____ (Signature and Date)	
.52	Attend an AIRSpeed event out-brief.	A B C D E F
	_____ (Signature and Date)	
.53	Attend an FCF brief.	A C E F
	_____ (Signature and Date)	
.54	Attend an FCF debrief.	A C E F
	_____ (Signature and Date)	

302 AVIATION MAINTENANCE PROGRAM MANAGER (CONT'D)

302.3 INFREQUENT TASKS – None to be discussed.

302.4 ABNORMAL CONDITIONS - None to be discussed

302.5 EMERGENCIES - None to be discussed

302.6 WATCHES - None to be discussed

302.7 EXAMINATIONS (OPTIONAL EXCEPT AS REQUIRED BY TYCOM/ISIC, ETC)

302.7.1	EXAMINATIONS	Pass an oral examination board

_____

(Signature and Date)

FINAL QUALIFICATION **NAVEDTRA 43438-F**

303 ORGANIZATIONAL MAINTENANCE OFFICER

NAME_____ RATE/RANK_____

This page is to be used as a record of satisfactory completion of designated sections of the Personnel Qualification Standard (PQS). Only specified supervisors may signify completion of applicable sections either by written or oral examination, or by observation of performance. The examination or checkout need not cover every item; however, a sufficient number should be covered to demonstrate the examinee's knowledge. Should supervisors *give away* their signatures, unnecessary difficulties can be expected in future routine operations.

A copy of this completed page shall be kept in the individual's training jacket.

The trainee has completed all PQS requirements for this watchstation. Recommend designation as a qualified ORGANIZATIONAL MAINTENANCE OFFICER (NAVEDTRA 43438-F)

RECOMMENDED_____ DATE_____

Supervisor

RECOMMENDED_____ DATE_____

Division Officer

RECOMMENDED_____ DATE_____

Maintenance Officer

RECOMMENDED_____ DATE_____

Commanding Officer or Designated Representative

DATABASE ENTRY_____ DATE_____

SERVICE RECORD ENTRY_____ DATE_____

303 ORGANIZATIONAL MAINTENANCE MANAGER

Estimated completion time: 12 months

NOTE: THE FOLLOWING WATCHSTATIONS, REGARDLESS OF QUALIFICATIONS ACHIEVED IN PREVIOUS VERSIONS, SHALL BE COMPLETED

303.1 PREREQUISITES

FOR OPTIMUM TRAINING EFFECTIVENESS, THE FOLLOWING ITEMS SHOULD BE COMPLETED PRIOR TO STARTING YOUR ASSIGNED TASKS BUT SHALL BE COMPLETED PRIOR TO FINAL WATCHSTATION QUALIFICATION.

303.1.1 SCHOOLS: Aircraft Weight and Balance (Course C-516-0001)

Completed _____

(Qualifier and Date)

.2 OTHER QUALIFICATIONS: NONE

.3 OTHER PQS QUALIFICATIONS:

Flight Deck Familiarization (NAVEDTRA 43426-0B)

Completed _____

(Qualifier and Date)

.4 WATCHSTATIONS FROM THIS PQS:

Aviation Maintenance Program Manager

Completed _____

(Qualifier and Date)

.5 FUNDAMENTALS FROM THIS PQS:

112 Squadron Operations
Completed 20% of Watchstation

(Qualifier and Date)

113 Organizational Level Production Divisions
Completed 20% of Watchstation

(Qualifier and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

114 Organizational Level Quality Assurance

Completed 20% of Watchstation

(Qualifier and Date)

115 Organizational Level Material Control Officer

Completed 20% of Watchstation

(Qualifier and Date)

116 Organizational Level Maintenance Material Control Officer

Completed 20% of Watchstation

(Qualifier and Date)

303.1.6 SYSTEMS FROM THIS PQS: NONE

303.2 TASKS

For the tasks listed below:

A. What are the steps of this procedure?
B. What are the reasons for each step?
C. What control/coordination is required?
D. What safety precautions must be observed?
E. When is the required?
F. Satisfactorily perform this task.

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.1 Draw a block diagram of an O-Level maintenance department. A F

_____

(Signature and Date)

.2 Discuss with the Maintenance Officer, the relationship between maintenance and operations departments within a squadron. A C F

_____

(Signature and Date)

.3 Assign aircraft to support the flight schedule with the MMCO. A B C E F

_____

(Signature and Date)

.4 Discuss with the Maintenance Officer the restrictions and procedures for maintenance performed during: A B C D F

a. Thunderstorm condition 1
b. Thunderstorm condition 2

_____

(Signature and Date)

.5 Discuss with the MMCO, Emission Control (EMCON)/HERO and how it affects your command's maintenance efforts. F

_____

(Signature and Date)

.6 Observe an aircraft compass calibration. A B C D E F

_____

(Signature and Date)

.7 Discuss with the MMCO the avionics equipment in your T/M/S aircraft. F

_____

(Signature and Date)

.8 Discuss with the Ordnance Officer weapons utilized by your T/M/S. aircraft. F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.9 Observe the loading of ordnance on squadron aircraft. A B C D E F

_____

(Signature and Date)

.10 Observe performance of ordnance release and control checks on an Aircraft. A B C D E F

_____

(Signature and Date)

.11 Observe a Plane Captain Selection Board. A E F

_____

(Signature and Date)

.12 Accompany a plane captain on a daily inspection. A B C D E F

_____

.13 Accompany a plane captain on a daily inspection. A B C D E F

_____

(Signature and Date)

.14 Observe proper fueling of an aircraft. A B C D

_____

(Signature and Date)

.15 Observe proper servicing of an aircraft tire. A B C D F

_____

(Signature and Date)

.16 Observe application of electrical power to an aircraft. A B C D F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.17 Observe a low power turn. A B C D E F

_____

(Signature and Date)

.18 Observe an aircraft launch and recovery evolution while afloat. A B C D E F

_____

(Signature and Date)

.19 Complete egress/explosive system checkout. A B C D

_____

(Signature and Date)

.20 Observe aircraft tire removal and replacement. A B C D F

_____

(Signature and Date)

.21 Describe the procedure to approach an overheated wheel and brake assembly. A B C D F

_____

(Signature and Date)

.22 Observe aircraft tire removal and replacement. A B C D F

_____

(Signature and Date)

.23 Observe an aircraft jacking evolution. A B C D E F

_____

(Signature and Date)

.24 Observe an aircraft landing gear drop check and the safety hazards that exist. A B C D E F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.25 Observe removal and replacement of an aircraft engine. A B C D E F

_____

(Signature and Date)

.26 Observe propeller blade balancing. A E F

_____

(Signature and Date)

.27 Observe rotor blade track and balance. A E F

_____

(Signature and Date)

.28 Observe proper aircraft towing procedures. A B C D F

_____

(Signature and Date)

.29 Participate in an aircraft wash. A E F

_____

(Signature and Date)

.30 Explain aircraft tie-down requirements for your T/M/S aircraft in the following conditions: A B C D E F

a) Pre-launch
b) Afloat refueling
c) During flight quarters
d) Hangar bay
e) Heavy weather

_____

(Signature and Date)

.31 Calculate aircraft fuel cost per flight hour. A F

_____

(Signature and Date)

.32 Draft a BOR. A E F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.33 Validate AIR during acceptance/transfer of an aircraft. A C F

_____

(Signature and Date)

.34 Inventory all flight packets for assigned aircraft. A E F

_____

(Signature and Date)

.35 Validate NMCS/PMCS report. A C E F

_____

(Signature and Date)

.36 Review all NALCOMIS near due reports with the MMCO. A C E F

_____

(Signature and Date)

.37 Screen an ADB for the following: A C E F

a) Inspections
b) Weight and balance
c) PM's due
d) Proper format
e) Compare to workload report

_____

(Signature and Date)

.38 Perform ADB verification in preparation to release an aircraft safe-for-flight with the MMCO or any individual safe-for-flight qualified. A B F

_____

(Signature and Date)

.39 Simulate the rebase of an aircraft's phase cycle. A B C E F

_____

(Signature and Date)

.40 Review and interpret FAME data report. A E F

_____

(Signature and Date)

.41 Review a 3M summary report with the MMCO. A E F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.42 Discuss with the MMCO reasons for submitting an IMRL IRR. A B C E F

_____

(Signature and Date)

.43 Discuss with the Material Control Officer, procedures for reporting and resolving excess and shortages of IMRL equipment. A B C E G

_____

(Signature and Date)

.44 Verify the Maintenance 2 Report. A B C E F

_____

(Signature and Date)

.45 Complete the following weight and balance records for an aircraft in your squadron: A B C E F

a. Form F
b. Chart A
c. Chart C

_____

(Signature and Date)

.46 Compute the gross weight of one or your squadron's aircraft. A B C E F

_____

(Signature and Date)

.47 Simulate incorporation of a TD that changes the weight and balance of the aircraft and ensure all records are updated. A B C F

_____

(Signature and Date)

.48 Review and discuss the PMIC with the MMCO. A B C F

_____

(Signature and Date)

.49 Calculate oil consumption for your specific T/M/S aircraft. A B C E F

_____

(Signature and Date)

.50 Validate three system EOC codes against the MESM for your T/M/S aircraft. A B C F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.51 Draft daily aircraft status report with MMCO. A C F

_____

(Signature and Date)

.52 Draft an AMSRR for your squadron. A B C E F

_____

(Signature and Date)

.53 Draft three-month scheduled maintenance calendar for assigned aircraft. A C F

_____

(Signature and Date)

.54 Draft a P&E request. A B C E F

_____

(Signature and Date)

.55 Simulate processing an X-ray in electronic and message format. A B C E F

_____

(Signature and Date)

.56 Screen an engine Logset in preparation for submitting an ETR. A B C E F

_____

(Signature and Date)

.57 Simulate processing an Engine Transaction Report in electronic and message format. A B C E F

_____

(Signature and Date)

.58 Prepare for and conduct a daily maintenance meeting with the MMCO. A E F

_____

(Signature and Date)

.59 Observe a pre-phase planning meeting. A E F

_____

(Signature and Date)

.60 Conduct a program audit utilizing a Computerized Self Evaluation Checklist (CSEC). A E F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

302.2.61 Assist with drafting the command PERSMAR. A B C E F

_____

(Signature and Date)

.62 Review maintenance requirements for the IDTC plan. A B C E F

_____

(Signature and Date)

.63 Review the squadron's pre-mishap plan with the Aviation. Safety Officer. A B C F

_____

(Signature and Date)

.64 Review with the Maintenance Officer the maintenance department's immediate actions in case of an aircraft mishap. A B C F

_____

(Signature and Date)

.65 Discuss with the Operations Officer the aircraft alert conditions for your T/M/S aircraft. A B C F

_____

(Signature and Date)

.66 Demonstrate the ability to read and interpret the air plan. A B C F

_____

(Signature and Date)

.67 Demonstrate the ability to read and interpret the ordnance load plan. A B C F

_____

(Signature and Date)

.68 Screen one aircraft log set for high time components: A B C F

_____(fill in T/M/S and BUNO)

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.69 Screen an aircraft log sets and associated history records in preparation for transfer or acceptance of an aircraft. A B C E F

_____

(Signature and Date)

.70 Assist with preparation of the squadron's Maintenance Spot. Request sheet. A B C E F

_____

(Signature and Date)

.71 Assist the Air Wing maintenance representative with compilation of Maintenance Spot Request sheets for embarked squadrons. A B C E F

_____

(Signature and Date)

.72 Review and discuss Logistics Cost War Room data with the MMCO. A B C E F

_____

(Signature and Date)

.73 Review and discuss Ready Basic Aircraft and Ready for Tasking (RBA/RFT) entitlements for your T/M/S with the MMCO. A B C E F

_____

(Signature and Date)

.74 Identify corrosion prone areas on a supported T/M/S Focus Area List (FAL). A B E F

_____

(Signature and Date)

.75 Observe removal and treatment of corrosion from an aircraft or support equipment and discuss the effects of environment with the MMCO or Aircraft Division Officer. A B E F

_____

(Signature and Date)

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

		Questions
303.2.76	Identify the corrosion control work center minimum manning requirements for a squadron with 7 or more aircraft.	E F
	_____ (Signature and Date)	
.77	Identify corrosion trends utilizing MDR-11.	A B C F
	_____ (Signature and Date)	
.78	Identify the data available through DECKPLATE.	A B C E F
	_____ (Signature and Date)	
.79	Observe The gas free certification of a confined space/ fuel cell by an Entrant Authority.	A B C D E F
	_____ (Signature and Date)	
.80	Develop a plan for rescuing an aircraft stranded on a cross-country Flight.	A B C D E
	_____ (Signature and Date)	

303 ORGANIZATIONAL MAINTENANCE MANAGER (CONT'D)

Questions

303.2.81 Discuss with the MMCO the following interactions associated with OLMM:

a. The use of the Maintenance Assignment Tracker to determine effective use of manpower. [B C E F]
b. Observe the MMCO or MMCPO update the Maintenance Planning Tool with all required OOMA reports and submit the updated tool to the MOC/AOG. [A B C E F]
c. Explain to the MMCO the proper use of the ACL Boards and the importance of challenging and achievable shift tasks. [A B C E F]
d. Utilizing 14 days and 30 days of data, demonstrate use of the Maintenance Snapshot Tableau Dashboard in determining a squadron's success in achieving scheduled maintenance interval (SMI) Turnaround Timelines (TAT). [A B C E F]
e. Utilizing 30 days of data, demonstrate use of the Maintenance Snapshot Tableau Dashboard in assessing all squadrons within a Type Wing in achieving SMI TAT. [A B C E F]
f. With the MMCO or MMCPO, prepare for and listen to an MOC/AOG call. [A B C E F]

_____

(Signature and Date)

303.3 INFREQUENT TASKS – None to be discussed.

303.4 ABNORMAL CONDITIONS – None to be discussed.

303.5 EMERGENCIES – None to be discussed.

303.5.1 EXAMINATIONS Pass an oral examination board

_____

(Signature and Date)

FINAL QUALIFICATION **NAVEDTRA 43438-F**

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

NAME_____ RATE/RANK_____

This page is to be used as a record of satisfactory completion of designated sections of the Personnel Qualification Standard (PQS). Only specified supervisors may signify completion of applicable sections either by written or oral examination, or by observation of performance. The examination or checkout need not cover every item; however, a sufficient number should be covered to demonstrate the examinee's knowledge. Should supervisors *give away* their signatures, unnecessary difficulties can be expected in future routine operations.

A copy of this completed page shall be kept in the individual's training jacket.

The trainee has completed all PQS requirements for this watchstation. Recommend designation as a qualified INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER (NAVEDTRA 43438-F)

RECOMMENDED_____ DATE_____

Supervisor

RECOMMENDED_____ DATE_____

Division Officer

RECOMMENDED_____ DATE_____

Maintenance Officer

RECOMMENDED_____ DATE_____

Commanding Officer or Designated Representative

DATABASE ENTRY_____ DATE_____

Assistant Maintenance Officer

SERVICE RECORD ENTRY_____ DATE_____

WATCHSTATION 304

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Estimated completion time: 12 months

NOTE: THE FOLLOWING WATCHSTATIONS, REGARDLESS OF QUALIFICATIONS ACHIEVED IN PREVIOUS VERSIONS, SHALL BE COMPLETED

304.1 PREREQUISITES

FOR OPTIMUM TRAINING EFFECTIVENESS, THE FOLLOWING ITEMS SHOULD BE COMPLETED PRIOR TO STARTING YOUR ASSIGNED TASKS BUT SHALL BE COMPLETED PRIOR TO FINAL WATCHSTATION QUALIFICATION.

304.1.1 SCHOOLS: NONE

.2 OTHER QUALIFICATIONS: NONE

.3 OTHER PQS QUALIFICATIONS: NONE

.4 WATCHSTATIONS FROM THIS PQS:

302 Aviation Maintenance Program Manager

Completed _____
(Qualifier and Date)

.5 FUNDAMENTALS FROM THIS PQS:

117 Intermediate Level Power Plants
Completed _ 14% of Watchstation
(Qualifier and Date)

118 Intermediate Level Airframes
Completed _ 14% of Watchstation
(Qualifier and Date)

119 Intermediate Level Avionics
Completed _ 14% of Watchstation
(Qualifier and Date)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

304.1.5 120 Intermediate Level Armament
Completed _ 14% of Watchstation
(Qualifier and Date)

121 Intermediate Level Aviation Life Support System
Completed 14% of Watchstation
(Qualifier and Date)

122 Intermediate Level Support Equipment
Completed 15% of Watchstation
(Qualifier and Date)

123 Intermediate Level Production Control Officer
Completed 15% of Watchstation
(Qualifier and Date)

.6 SYSTEMS FROM THIS PQS: NONE

304.2 TASKS

For the tasks listed below:

A. What are the steps of this procedure?
B. What are the reasons for each step?
C. What control/coordination is required?
D. What safety precautions must be observed?
E. When is this performed?
F. Satisfactorily perform this task.

Questions

304.2.1 Draw an organizational block diagram of an AIMD afloat. F

_____

(Signature and Date)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

		Questions
304.2.2	Review an engine AESR with the logs and records clerk.	A B F
	_____ (Signature and Date)	
.3	Prepare for and conduct a daily production control meeting with Production Control Officer (PCO).	A B F
	_____ (Signature and Date)	
.4	Attend an FRC or AIMD Production Meeting.	A B E F
	_____ (Signature and Date)	
.5	Participate in a CNAF Logistics Cost War Room meeting.	A B E F
	_____ (Signature and Date)	
.6	Describe the impact of a Broad Arrow that goes to a Test Bench out of Service Status (TBOS).	A B E F
	_____ (Signature and Date)	
.7	Attend an AMCR meeting (afloat).	A B E F
	_____ (Signature and Date)	
.8	Screen AMCR via AMSRR Web prior to release.	A B C E F
	_____ (Signature and Date)	
.9	Discuss with the Avionics Division Officer, the programs managed in the division.	F
	_____ (Signature and Date)	
.10	Attend an MMP meeting.	A B C E F
	_____ (Signature and Date)	

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Questions

304.2.11 Describe the data you would review for a broad arrow report. A B C E F

_____

(Signature and Date)

.12 Draft a Broad Arrow message. A B C E F

_____

(Signature and Date)

.13 Accompany a work center supervisor during AWP validation A B C E F

_____

(Signature and Date)

.14 Identify the PPE required for maintenance operations in the following work centers/shops: D F

a. Test cell
b. Welding
c. Tire/wheel
d. NDI
e. Battery
f. Micro/miniature repair
g. SE corrosion control
h. Liquid Oxygen (LOX)/gaseous oxygen handling and servicing

_____

(Signature and Date)

.15 Observe tire and wheel assembly tear down and build up. A B C D F

_____

(Signature and Date)

.16 Review a Welder Work record for current data. A B E F

_____

(Signature and Date)

.17 Review an NDI Technician record for current data. A B E F

_____

(Signature and Date)

.18 Observe engine set up and run on the test cell. A B C D E F

_____

(Signature and Date)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Questions

304.2.19 Identify the services provided by your IMA oil lab. F

_____
(Signature and Date)

.20 Observe the processing of an oil sample with an oil lab technician A B C D E F

_____
(Signature and Date)

.21 Observe the manufacture and test of a locally manufactured high Pressure hydraulic hose or line. A B C D F

_____
(Signature and Date)

.22 Observe testing of a hydraulic actuator. A B C D F

_____
(Signature and Date)

.23 Observe manufacture of an component in the machine shop. A B C D F

_____
(Signature and Date)

.24 Observe a heat treating process. A B C D F

_____
(Signature and Date)

.25 Observe the inspection and packing of a parachute and life raft. A B C E F

_____
(Signature and Date)

.26 Accompany a QAR during an audit of the ABO Program. A B C E F

_____
(Signature and Date)

.27 Observe test and check of an oxygen regulator. A B C D F

_____
(Signature and Date)

.28 Accompany a QAR during an audit of the Battery Safety Program. A B C E F

_____
(Signature and Date)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Questions

304.2.29 Identify the top 2 high failure WRAs repaired on a CASS bench. F

_____

(Signature and Date)

_____

(Signature and Date)

.30 Observe the calibration of an aeronautical component. A B C D F

_____

(Signature and Date)

.31 Observe the test and repair of three different WRAs on three different test benches: A B C D F

a. _____(fill in Test Bench)

_____

(Signature and Date)

b. _____(fill in Test Bench)

_____

(Signature and Date)

c. _____(fill in Test Bench)

_____

(Signature and Date)

.32 Accompany a QAR during a 2M Program monitor. A B C E F

_____

(Signature and Date)

.33 Make a list of 10 test benches, which aircraft/systems/equipment each supports, and the 3 highest WRA's for each. A B C D E

_____

(Signature and Date)

.34 Accompany a QAR during an audit of a satellite PC. A B C E F

_____

(Signature and Date)

.35 Coordinate with the Supply Department the repair and return of a component with another AIMD. A B C E F

_____

(Signature and Date)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

		Questions
304.2.36	Review three readiness reports used by production control.	A B E F
	_____ (Signature and Date)	
.37	Describe the BMT reports used by Production Control.	A B E F
	_____ (Signature and Date)	
.38	Assist supported activities FOD prevention/investigation team in FOD mishap investigation efforts.	A B C E F
	_____ (Signature and Date)	
.39	Audit the program manager's binder for required elements IAW the Aircraft Confined Space Program.	A B C E F
	_____ (Signature and Date)	
.40	Demonstrate the use of the BMT to prioritize work flow through a maintenance work center..	A B C E F
	_____ (Signature and Date)	
.41	Determine the available capacity of a CASS bench.	A B C E F
	_____ (Signature and Date)	
.42	Demonstrate the use of the AAT to establish a Historical TRR for an aviation maintenance work center.	A B C E F
	_____ (Signature and Date)	
.43	Observe the creation of a Buffer Sizing Worksheet using AAT to size consumable items in your activity.	A B C E F
	_____ (Signature and Date)	
.44	Identify the constraint(s) in a production work center at your activity using the principles of TOC.	A B C E F
	_____ (Signature and Date)	

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Questions

304.2.45 Perform an ICRL review on a component for each of the following capability codes: A B C F

a. X1
b. X2
c. X3
d. X6
e. X9
f. C3
g. A1
h. C1

_____
(Signature and Date)

.46 Review local IMA ICRL for repair capability on ten high use. A B C F

_____
(Signature and Date)

.47 Observe performance of three different types of NDI: A B C D F

a. _____(fill in Test Bench)

_____
(Signature and Date)

b. _____(fill in Test Bench)

_____
(Signature and Date)

c. _____(fill in Test Bench)

_____
(Signature and Date)

304.3 INFREQUENT TASKS – None to be discussed.

304.4 ABNORMAL CONDITIONS – None to be discussed.

304.5 EMERGENCIES – None to be discussed.

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

304.6 EXAMINATIONS (OPTIONAL EXCEPT AS REQUIRED BY TYCOM/ISIC, ETC.)

304.6.1 EXAMINATIONS Pass a written examination board

_____

(Signature and Date)

304.6.2 EXAMINATIONS Pass an oral examination board

_____

(Signature and Date)

FINAL QUALIFICATION **NAVEDTRA 43438-F**

305 PROFESSIONAL AVIATION MAINTENANCE OFFICER

NAME_____ RATE/RANK_____

This page is to be used as a record of satisfactory completion of designated sections of the Personnel Qualification Standard (PQS). Only specified supervisors may signify completion of applicable sections either by written or oral examination, or by observation of performance. The examination or checkout need not cover every item; however, a sufficient number should be covered to demonstrate the examinee's knowledge. Should supervisors *give away* their signatures, unnecessary difficulties can be expected in future routine operations.

A copy of this completed page shall be kept in the individual's training jacket.

The trainee has completed all PQS requirements for this watchstation. Recommend designation as a qualified PROFESSIONAL AVIATION MAINTENANCE OFFICER (NAVEDTRA 43438-F)

RECOMMENDED_____ DATE_____

Supervisor

RECOMMENDED_____ DATE_____

Division Officer

RECOMMENDED_____ DATE_____

Maintenance Officer

RECOMMENDED_____ DATE_____

Commanding Officer or Designated Representative

DATABASE ENTRY_____ DATE_____

Assistant Maintenance Officer

SERVICE RECORD ENTRY_____ DATE_____

WATCHSTATION 305

305 PROFESSIONAL AVIATION MAINTENANCE OFFICER

Estimated completion time: 9 months

NOTE: THE FOLLOWING WATCHSTATIONS, REGARDLESS OF QUALIFICATIONS ACHIEVED IN PREVIOUS VERSIONS, SHALL BE COMPLETED

305.1 PREREQUISITES

FOR OPTIMUM TRAINING EFFECTIVENESS, THE FOLLOWING ITEMS SHOULD BE COMPLETED PRIOR TO STARTING YOUR ASSIGNED TASKS BUT SHALL BE COMPLETED PRIOR TO FINAL WATCHSTATION QUALIFICATION.

305.1.1 SCHOOLS: Joint Aviation Supply and Maintenance Material Management (JASMMM) (CIN: A-8B-0020) (Recommended)Completed _____

(Qualifier and Date)

.2 OTHER QUALIFICATIONS:
DON Lean Six Sigma Green Belt Course (Recommended)

Completed _____

(Qualifier and Date)

.3 OTHER PQS QUALIFICATIONS:

.4 WATCHSTATIONS FROM THIS PQS:

303 Organizational Maintenance Officer
Completed _____

(Qualifier and Date)

304 Intermediate Maintenance Officer

Completed _____

(Qualifier and Date)

305 PROFESSIONAL AVIATION MAINTENANCE OFFICER

305.1.5 FUNDAMENTALS FROM THIS PQS:

124 Assistant Maintenance Officer
Completed _ 33% of Watchstation

(Qualifier and Date)

125 Aviation Maintenance Officer
Completed _ 33% of Watchstation

(Qualifier and Date)

126 Fleet Readiness Center FRC Fundamentals
Completed _ 34% of Watchstation

(Qualifier and Date)

.6 SYSTEMS FROM THIS PQS: NONE.

305.2 TASKS

For the tasks listed below:

A. What are the steps of this procedure?
B. What are the reasons for each step?
C. What control/coordination is required?
D. When is this required?
E. Satisfactorily perform this task.

		Questions
305.2.1	Draft a TYCOM Milestone report message	A B C D E

_____

(Signature and Date)

.2	Identify the TYCOM readiness coordinator and/or T/M/S aircraft or activity class desk along with contact information.	A C E

_____

(Signature and Date)

.3	Identify your Type Wing maintenance staff, areas of responsibility, and their contact information.	A C E

_____

(Signature and Date)

305 PROFESSIONAL AVIATION MAINTENANCE OFFICER

		Questions
305.2.4	Identify TYCOM Aviation Maintenance Management Team members, program responsibilities along with their contact information.	A C E

_____

(Signature and Date)

.5	Using a diagram, trace the route of a repairable component through a FRC that requires level 2 repair and is subsequently BCM'd for level 3 repair and then returned to the flight line.	A B C D E

_____

(Signature and Date)

.6	Using a diagram, trace the route of a repairable component through a FRC that results in a BCM interdiction and is subsequently returned to the flight line	A B C D E

_____

(Signature and Date)

.7	Using a diagram, trace the route of a repairable component through an AIMD Afloat that requires I-level repair and is subsequently returned to the flight deck	A B C D E

_____

(Signature and Date)

.8	Review AIRSpeed programs or events with your activity's AIRSpeed Officer	A B C D E

_____

(Signature and Date)

.9	Describe the cradle to grave lifecycle of an aircraft's weapons system	A B C D E

_____

(Signature and Date)

.10	Describe the phases and purpose of the Aviation Logistics Review Conference	A B C D E

_____

(Signature and Date)

305.3 INFREQUENT TASKS – None to be discussed.

305.4 CONDITIONS – None to be discussed.

305.5 EMERGENCIES – None to be discussed.

305 PROFESSIONAL AVIATION MAINTENANCE OFFICER

305.6 WATCHES – None.

305.7 EXAMINATIONS (OPTIONAL EXCEPT AS REQUIRED BY TYCOM/ISIC, ETC.)

305.7.1	EXAMINATIONS	Pass a written examination board

_____

(Signature and Date)

305.7.2	EXAMINATIONS	Pass an oral examination board

_____

(Signature and Date)

NAVETRA 43438-F

QUALIFICATION PROGRESS SUMMARY FOR AVIATION MAINTENQANCE OFFICER

NAME_____ RATE/RANK_____

This qualification progress summary is used to track the progress of a trainee in the watchstations for this PQS and ensure awareness of remaining tasks. It should be kept by the individual or in the individual's training jacket and updated with an appropriate signature (Training Petty Officer, Division Officer, Senior Watch Officer, etc.) as watchstations are completed.

301 AVIATION DIVISION OFFICER

Completed _____ Date_____

(Signature)

302 AVIATION MAINTENANCE PROGRAM MANAGER

Completed _____ Date_____

(Signature)

303 ORGANIZATIONAL MAINTENANCE OFFICER

Completed _____ Date_____

(Signature)

304 INTERMEDIATE MAINTENANCE PRODUCTION CONTROL OFFICER

Completed _____ Date_____

(Signature)

305 PROFESSIONAL AVAITION MAINTENANCE OFFICER

Completed _____ Date_____

(Signature)

LIST OF REFERENCES USED IN THIS PQS

A6-332AO-GYD-000, ABO Surveillance Program Laboratory and Field Guide

BMT 26 JAN 16 Buffer Management Tool (BMT) User's Guide V15.0

BUPERSINST 1080.54A Enlisted Distribution and Verification Process (EDVP)

BUPERSINST 1610.10F, Navy Performance Evaluation and Counseling System

BUPERSINST 5450.49D, Mission and Functions of Navy Manpower Analysis Center

CMS 21B, Communications Material Security System Manual

COMFLTFORCOM/COMNAVPERSINST 1300.1A, Enlisted Manning Policy and Procedures

COMNAVAIRPAC/COMNAVAIRLANTINST 13650.3A, Aircraft Maintenance Material Readiness List (AMMRL) Program

COMNAVAIRFORINST 3500.20E, Aircraft Carrier Training and Readiness Manual

COMNAVAIRPAC/COMNAVAIRLANTINST 3500.85A, Conventional Weapons Technical Proficiency Inspection/Shipboard Handling Ordnance Certification Program

COMNAVAIRFORINST 4790.2D, Naval Aviation Maintenance Program (NAMP)

COMNAVAIRFORINST 4790.46A, Aircraft Carrier (CV/CVN)/Carrier Air Wing (CVW) Aviation Support Phased Milestone Program

COMNAVAIRPAC/COMNAVAIRLANTINST 5442.1A, Aircraft Material Condition Reporting

COMNAVAIRPACT/COMNAVAIRLANTINST 5442.4, Naval Air Forces Type Model Series (T/M/S) Ready Basic Aircraft (RBA) and Ready for Tasking (RFT) Aircraft Definitions

COMNAVAIRFORINST 8380.2A, Aircraft Armament Systems Program COMNAVAIRPACINST 7310.1, Financial Procedures for Aviation Fuel Processing

COMNAVAIRPAC/COMNAVAIRLANTINST 7310.2, Administrative and Accounting Procedures for Flight Administrative funds

COMNAVAIRPAC/COMNAVAIRLANTINST 1306.18A, Management Procedures/Policy for Sea Operational Detachment (SEAOPDET)

COMNAVAIRPAC/COMNAVAIRLANTINST 7310.2, Administrative and Accounting Procedures for Flight Administrative Funds

DOD Financial Management Regulations

DoD Manual 5200.02, Procedures for the DoD Personnel Security Program (PSP) EKMS-1E, https://infosec.navy.mil/ekms/index.jsp?Topic=docs

Local Command IMRL Main Body

Local Directives and Standard Operating Procedures (SOP) Safety Data Sheets

MILPERSMAN 1306-108

MILPERSMAN 1440-060

LIST OF REFERENCES USED IN THIS PQS (CONT'D)

NALCOMIS Optimized Organizational Maintenance Activity System and Database Administration Guide

NALCOMIS Optimized Organizational Maintenance Activity User Guide

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

NAVAIR 00-25-300, Technical Directives System Assign to a task

NAVAIR 00-80R-14, Naval Air Training and Operating Procedures (NATOPS) U.S. Navy Aircraft Firefighting and Rescue Manual

NAVAIR 00-80T-103, NATOPS Conventional Weapons Handling Procedures Manual (ASHORE)

NAVAIR 00-80T-105, Aircraft Carrier (CV) NATOPS Manual

NAVAIR 00-80T-106, LHA/LHD NATOPS Manual

NAVAIR 00-80T-109, Aircraft Refueling NATOPS Manual

NAVAIR 00-80T-113, Aircraft Signals NATOPS Manual NAVAIR 00-80T-114, NATOPS Air Traffic Control Manual

NAVAIR 00-80T-119, NAVAIR Weight Handling Support Equipment Manual

NAVAIR 00-80T-120, Aircraft Carrier Nuclear-Powered (CVN) Flight/Hangar Deck NATOPS

NAVAIR 00-80T-80, Aerodynamics for Naval Aviators

NAVAIR 00-80T-96, Common Support Equipment Basic Handling and Safety Manual

NAVAIR 01-1A-17, Aviation Hydraulics Manual

NAVAIR 01-1A-23, Standard Maintenance Practices Miniature/Microminiature (2M)

NAVAIR 01-1A-34, Aeronautical Equipment Welding

NAVAIR 01-1A-35, Aircraft Fuel Cells and Tanks

NAVAIR 01-1A-509-2, Cleaning and Corrosion Control, Aircraft

NAVAIR 04-10-506, Inspection, Repair, and Disposition Instructions - A/C Tires and Tubes

NAVAIR 06-30-501, Oxygen/Nitrogen Systems Technical Manual

NAVAIR 11-100-1.1, Cartridge Actuated Devices and Propellant Actuated Devices

NAVAIR 13-1-6.2, Emergency Personnel and Drogue Parachute Systems

NAVAIR 13-1-6.4-2, Oxygen Equipment (Regulators)

NAVAIR 15-01-500, Preservation of Naval Aircraft

NAVAIR 17-1-114.1, Inspection and Proofload Testing of Lifting Slings for Aircraft

LIST OF REFERENCES USED IN THIS PQS (CONT'D)

NAVAIR 17-1-125, SE Cleaning, Preservation, and Corrosion Control

NAVAIR 17-15-50.1, Joint Oil Analysis Program Manual, Vol. I

NAVAIR 17-15BAD-1, Aircraft and Aircraft Support Equipment Storage Batteries

NAVAIR 17-35QAL-15, Naval Aircraft Carrier and Amphibious Assault Ships, Metrology and Calibration Program Manual

NAVAIR 19-25-515, Firefighting Vehicle A/S32P-25A

NAVAIR AG-SEMGR-GYD-000, Aircraft Maintenance Material Readiness List Program Support Equipment Asset Managers Guidebook

NAVAIRINST 13640.1C, Naval Aviation Metrology and Calibration Program

NAVAIRINST 13650.1E, Naval Air Systems Command Aircraft Maintenance Material Readiness List Program

NAVAIRINST 13700.15G CH-1, Aircraft Engine Management System

NAVAIRINST 13920.1K, Procedures for Submitting Flight Loads, Launch, and Landing Data for the Structural Appraisal of Fatigue Effects Program

NAVEDTRA 14008A, Aviation Machinist's Mate (AD)

NAVEDTRA 14010, Aerographer's Mate 1&C

NAVEDTRA 14014A, Airman

NAVEDTRA 14028, Aviation Electronics Technician 3

NAVEDTRA 14030A, Aviation Electronics Technician (Organizational) (ATO)

NAVEDTRA 14175A, NEETS Module 3--Introduction to Circuit Protection, Production, Control, and Measurement

NAVEDTRA 14176A, NEETS Module 4-- Electrical Conductors, Wire Techniques, and Schematic Reading

NAVEDTRA 14188A, NEETS Module 16-- Test Equipment

NAVEDTRA 14269, Aerographer's Mate Module 1 - Surface Weather Observations

NAVEDTRA 14312, Aerographer's Mate Module 5 - Basic Meteorology

NAVEDTRA 14313B, Aviation Ordnanceman (AO)

NAVEDTRA 14325, Basic Military Requirements

NAVEDTRA 14353A, Aviation Boatswain's Mate Handler (ABH)

NAVEDTRA 15004B Logistics Specialist (LS)

NAVEDTRA 43426-0B, Flight Deck Familiarization

LIST OF REFERENCES USED IN THIS PQS (CONT'D)

NAFSUPWSSINST 4441.15L, Retail Level Inventory for Ships using the AVCAL Process

NAVPERS 15560D, Naval Military Personnel Manual

NAVPERS 18068F, Enlisted Manpower & Personnel Classifications and Occupational Standards, Vol. II

NAVSEA A0420-AA-RAD-10, Rev 2A, Radiological Affairs Support Program

NAVSEA OP 3565, Vol. I and Vol. II Electromagnetic Radiation Hazards to Personnel, Fuel and other Flammable Material

NAVSEA OP 4, Twelfth Revision, Ammunition and Explosives Afloat

NAVSEA OP 5, Volume One, Revision Seven, Ammunition and Explosives Ashore NAVSO P-3013-1, Financial Management of Resources

NAVSO P-3013-2, Financial Management of Resources

NAVSUP P700, Common Naval Packaging, https://tarp.navsup.navy.mil NAVSUP Publication 409, Military Standard Transaction Reporting and Inventory Procedure/ Military Standard Transaction Reporting and Accounting Procedure Desk Guide

NAVSUP Publication 485 (Rev. 3), Afloat Supply Procedures, Vol. II

NAVSUP Publication 485 (Rev. 4), Operational Forces Supply Procedures, Vol. I & Vol. II

NAVSUP Publication 485 (Rev-5), Operational Forces Supply Procedures, Vol. 1 NAVSUP Publication 485 (Rev. 5), Supply Appendixes, Vol. II

NAVSUPINST 4200.99C, Department of the Navy Policies and Procedures for the Operation and Management of the Government Wide Commercial Purchase Card Program

NAVSUPINST 4423.29A, Navy Uniform Source, Maintenance and Recoverability Codes Navy

Navy Training System Plan (NTSP) for Aviation Engine Test Systems (AETS), https:// ntsp.navair.navy.mil/4_Approved.htm

NTSP for Consolidate Automated Support System (CASS), https:// ntsp.navair.navy.mil/4_Approved.htm

NTSP for the Advanced Composite Material Repair (ACMR) Program, https:// ntsp.navair.navy.mil/4_Approved.htm

OPNAV 43P6B, Metrology Automated System for Uniform Recall and Reporting User's Manual

OPNAVINST 1000.16L, Navy Total Force Manpower Policies and Procedures OPNAVINST 11010.20J, Navy Facilities Projects

OPNAVINST 2201.4 Communications Security Equipment Maintenance and Training

OPNAVINST 3120.32D, Standard Organization and Regulations Manual of the U.S. Navy

LIST OF REFERENCES USED IN THIS PQS (CONT'D)

OPNAVINST 3140.24G, Adverse and Severe Weather Warnings and Conditions of Readiness

OPNAVINST 3500.39D, Operational Risk Management (ORM)

OPNAVINST 3501.360A Defense Readiness Reporting System – Navy (DRRS-N) OPNAVINST 3750.6S, Naval Aviation Safety Management System

OPNAVINST 4440.25B, Consolidated Remain-In-Place List (CRIPL) for Aviation Material

OPNAVINST 4441.12E, Retail Supply Support of Naval Activities and Operating Forces

OPNAVINST 4614.1H, Uniform Material Movement and Issue Priority System OPNAVINST 5090.1E, Environmental Readiness Program

OPNAVINST 5100.19F, Navy Safety and Occupational Health Program Manual for Forces Afloat

OPNAVINST 5100.23H, Navy Safety and Occupational Health Program Manual

OPNAVINST 5100.27B, Navy Laser Hazards Control Program

OPNAVINST 5100.28, Hazardous Material User's Guide (HMUG)

OPNAVINST 5102.1E, Navy Safety Investigation and Reporting Program

NAVAIR Published Mission-Essential Subsystem Matrices (MESM)

OPNAVINST 8000.16E, Naval Ordnance Management Policy (NOMP)

OPNAVINST 8020.14B U.S Navy Explosives Safety Management Program Policy Manual

OPNAVINST 8023.24D, Navy Personnel Conventional Ammunition and Explosives Handling Qualification and Certification Program

OPNAVINST C3501.2L, Guidance for Developing Unit Required Operational Capabilities and Projected Operational Environment Statements

SECNAVINST M1650.1, Navy and Marine Corps Awards Manual

SECNAVINST M5216.5, Correspondence Manual

SECNAVINST 5300.38A, Department of the Navy Acquisition Workforce Management, Oversight, and Stewardship

SECNAVINST 5510.30C, Department of the Navy Personnel Security Program

SECNAVINST 5510.36B, Department of the Navy Information Security Program

BUPERINST 1430.16G, Advancement Manual for Enlisted Personnel of the U.S. Navy and U.S. Navy Reserve

COMNAVAIRLANT 7310.5, Financial Regulations Concerning Flight Administrative Funds

COMNAVAIRFORINST 4790.3, Naval Aviation Engineering Technical Services

LIST OF REFERENCES USED IN THIS PQS (CONT'D)

FAA-H-8023-21B, Helicopter Flying Handbook

MILPERSMAN 1300-318, Screening and Redeployment/Demobilization Procedures for Global War on Terrorism Support Assignment (GSA), Overseas Contingency Operations (OCO) Support Assignment (OSA), Individual Augmentation Manpower Management (IAMM), and Reserve Component (RC) Mobilization Assignments

NA 01-1A-16-1, NDI Methods, Basic Theory

SECNAVINST 1650.1H, Navy and Marine Corps Awards Manual SECNAVINST 5216.5D, Correspondence Manual

SECNAVINST 5300.36 CH-1, Department of the Navy Acquisition Workforce Program

NAVEDTRA 14315B, Aviation Structural Mechanic

NA 01-1A-17, Organizational, Intermediate, and Depot Maintenance Aviation Hydraulics Manual

NAVEDTRA 15010A, Mass Communications Specialist, Basic AFAST User's Guide

Activity Manpower Management Guide (AMMG)

REQUIRED READING:

1. Brassard, M., and Ritter, D. Memory Jogger II. Salem, NH: GOAL/QPC, 1994.

2. George, M., and Kastle, B. What is Lean Six Sigma? New York, NY: McGraw-Hill, 2004.

3. Goldratt, E. The Goal. Great Barrington. MA: The North River Press, 2004.

4. Henderson, B., and Larco, J. Lean Transformation. Richmond, VA: The Caklea Press, 2003.

5. MacInnes, R. The Lean Enterprise Memory Jogger. Salem, NH: GOAL/QPC, 2002.

6. Womack, J., Jones, D. Lean Thinking. New York: Free Press, 2003

PERSONNEL QUALIFICATION STANDARD

Feedback Form for NAVEDTRA 43438-F

From_____ Date_____

Via_____ Date_____

Department Head

Activity _____

Mailing Address_____

Email Address _____ DSN_____

PQS Title_____ NAVEDTRA_____

Section Affected_____

Page Number(s)_____

For faster response, you may submit your feedback via the PQS website at:
https://www.mnp.navy.mil/group/training-education-qualifications

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Remarks/Recommendations (Use additional sheets if necessary):

(FOLD HERE)

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OFFICIALBUSINESS

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