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DEPOT SOURCE OF REPAIR PLANNING AND ACTIVATION



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This Air Force Manual (AFMAN) implements Air Force Instruction (AFI) 63-101/20-101, Integrated Life Cycle Management and identifies Depot Source of Repair (DSOR) Planning and Activation procedures. This publication applies to all military and civilian Air Force (AF) personnel including major commands (MAJCOMs), direct reporting units and field operating agencies, and to other individuals or organizations as outlined by binding agreement or obligation with the Department of the Air Force. This publication applies to all civilian employees and uniformed members of the Regular Air Force, Air Force Reserve, and Air National Guard, except as noted in the publication. The authorities to waive wing/unit level requirements outside of the acquisition execution chain in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, Publications and Forms Management, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the requestor's commander for non-tiered, non-acquisition execution compliance items. Acquisition execution chain compliance mandates to the Program Executive Officer (PEO), Milestone Decision Authority, Program Manager, and other program office members above the Wing/Forward Operating Agency (FOA)/Direct Reporting Unit (DRU) level. All T-0 compliance statements regardless of the organizational level which they direct action, will be tiered in accordance with AFI 33-360. These items are not waivable by the Air Force (AF). Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and are disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System.

Refer recommended changes and questions about this publication to the Deputy Assistant Secretary for Logistics and Product Support (SAF/AQD) using the AF Form 847, *Recommendation for Change of Publication*, and route AF Form 847 from the field through functional chain of command. To ensure standardization, any organization supplementing this publication must send the implementing publication to SAF/AQD for review and coordination before publishing.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. Major changes have been made in order to streamline the Depot Source of Repair process and its supporting activities including Periodic Reviews, Depot Activation, Workload Approval Documents, and Depot Maintenance Interservice Support Agreements.

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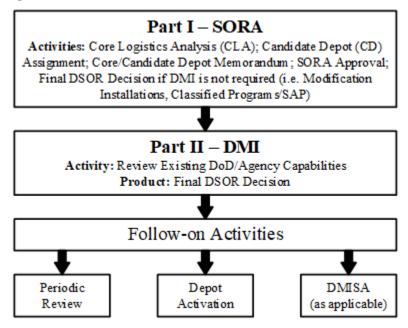
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INTRODUCTION

1.1. Overview.

1.1.1. This publication describes policy and procedures for the DSOR process to include Middle Tier Acquisition programs (in accordance with AFGM2019-63-01, Air Force Guidance Memorandum for Rapid Acquisition Activities). The DSOR process is broken into two sub-processes that provide definition to the materiel sustainment 49 process for depotlevel maintenance. The sub-processes are the Source of Repair Assignment (SORA) and Depot Maintenance Interservice (DMI). Supporting the DSOR activities include DSOR Periodic Review (PR), Depot Activation (DA), Workload Approval Document (WAD) and if applicable, Depot Maintenance Interservice Support Agreements (DMISA), as shown in Figure 1.1 below.

Figure 1.1. DSOR Overview.



- 1.1.1.1. Depot Source of Repair. AFI 63-101/20-101 requires all systems, regardless of classification level, with depot-level maintenance to have an approved DSOR decision(s) by Milestone-B (MS-B) or Milestone-C (MS-C) if there is no MS-B. The DSOR process applies to all depot-level maintenance (hardware, software and crypto) for new acquisitions and fielded systems, including the unique AF portion of joint programs not covered in a Joint Department of Defense (DoD) DSOR decision.
- 1.1.1.2. As defined by Title 10 US Code (USC) Section(§) 2460, definition of depot-level maintenance and repair, is the overhaul, upgrading, or rebuilding of parts, assemblies, or subassemblies, and the testing and reclamation of equipment as necessary, regardless of the source of funds for the maintenance or repair or the location at which the maintenance or repair is performed.

- 1.1.1.3. Depot-level maintenance is an activity and is not location specific, so it may be performed at organic and contract locations.
- 1.1.2. Classified programs/Special Access Programs (SAP) satisfy the DSOR requirements in this AFMAN. The following are differences relating to document submissions:
 - 1.1.2.1. In classified programs, the DSORs are developed by the Product Support Manager (PSM), in a secure environment. Submission of SORAs will be through the Secret Internet Protocol Router Network (SIPRNet) (to the Director of Logistics, Civil Engineering, Force Protection, and Nuclear Integration (AFMC/A4/10). (**T-2**).
 - 1.1.2.2. SAP DSORs are developed by the PSM, using the process developed by AFMC/A4/10, in a secure environment. PSMs will ensure appropriate AFMC/A4/10 personnel are accessed to the SAP(s) required to work the SORA submission. SORAs will be uploaded electronically via the SAP Common Operating Environment File Share Service (CFS) in the "AFMC DSOR Submissions" Workspaces folder. (T-2).
 - 1.1.2.3. Classified and SAP programs can take advantage of all documentation and guidance provided in the DSOR Automated Management System (AMS). AFMC/A4/10 will also provide documentation/support upon request. (T-2).
- 1.1.3. The DSOR process provides a structured approach for making and implementing depot-level maintenance support decisions. The DSOR process informs contract methodologies, supply chain management constructs, Public-Private Partnerships (PPP), and other aspects of product support management. The SORA includes a recommended location for performing depot-level maintenance and a Core Logistics Analysis (CLA) with a percentage of the workload to be organic.
- 1.1.4. The DSOR has two parts. Part I is the SORA which includes the CLA, Candidate Depot assignment using the Technology Repair Center (TRC) construct, and a statutory compliance impact assessment (addressing 10 USC §2464, Core Logistics Capabilities, and 10 USC §2466, Limitations on the Performance of Depot-level Maintenance of Materiel). Part II is the DMI review identifying existing capabilities within the Department of Defense (DoD) to reduce duplication or justify additional capabilities. Work will be assigned to other services only if the capability already exists in that Service and no similar capability exists within the AF sustainment community. If the new capability exceeds peacetime requirements, additional capabilities can be justified through the DSOR process. The results of the DSOR process are documented in a DSOR Decision Memorandum in accordance with Chapter 3 of this Manual.
- 1.1.5. DSOR Periodic Review (PR). The DSOR PR is the process used to periodically review DSOR decisions for continuing validity. The PR will be performed in accordance with **Chapter 4** of this Manual. (**T-1**).
- 1.1.6. Depot Activation (DA). The DA process implements DSOR decisions in support of statutory depot-level maintenance requirements, and it also establishes depot-level maintenance and repair capability in either public or private sectors to meet warfighter requirements.
- 1.1.7. DMISAs define the agreement between the Air Force and other DoD entities to provide depot maintenance and related support functions for weapon systems, equipment end items, systems, sub-systems, components, or commodity groups (to include software

maintenance). DMISAs are the required method to implement DSOR decisions between the Air Force and other DoD entities unless a Non-consumable Item Materiel Support Code 5 is utilized. DMISA management will be in accordance with **Chapter 7** of this manual. **(T-1).**

1.2. DSOR AMS.

1.2.1. The DSOR AMS is the authoritative source for all unclassified DSOR activities and assists the PSM in completion of the associated processes including depot activations, periodic reviews, workload approval documents, and DMISAs. The DSOR AMS is an automated tool providing both the steps for each process and a repository for the historical documentation of the DSOR process by program. The tool, and associated templates, are located at DSOR library: https://usaf.deps.mil/sites/DSOR_prod/1/SitePages/Home.aspx

ROLES AND RESPONSIBILITIES

2.1. Assistant Secretary of the Air Force (Acquisition, Technology, and Logistics) (SAF/AQ):

- 2.1.1. Provides policy and oversight of the DSOR planning and activation activities including all sub-processes.
- 2.1.2. Monitors implementation of the DSOR decisions across the enterprise.
- 2.1.3. Ensures that program sustainment strategies are consistent with approved the DSOR decisions.
- 2.1.4. Coordinates and submits Core exclusion requests to the Office of the Secretary of Defense for notification to Congress.
- 2.1.5. Designates Lead PEO for common depot activations that cross PEO portfolios.
- 2.1.6. Ensures Depot Activation Prioritization Model (DAPM) factors align with AF Enterprise Objectives.
- 2.1.7. Processes Acquisition Category (ACAT) I SORAs in accordance with DoDI 4151.24, Depot Source of Repair (DSOR) Determination Process. (**T-0**).

2.2. Program Executive Officers (PEO):

- 2.2.1. Directs programs to provide accurate inputs for the DSOR process and related activities to include: SORA, DMI, PR, DA, and WAD.
- 2.2.2. Supports associated DA funding requirements.
- 2.2.3. Coordinates on Core exclusion requests and DSOR exclusion requests.

2.3. Commander, Air Force Materiel Command (AFMC/CC):

- 2.3.1. Acts as the AF Executive Manager for the DSOR as delegated by Assistant Secretary of Air Force (Acquisition, Technology and Logistics). This authority may be delegated to the Director of Logistics, Civil Engineering, Force Protection, and Nuclear Integration (AFMC/A4/10). Director of Strategic Plans, Programs, Requirements and Analyses (AFMC/A5/8/9) will assist AFMC/A4/10 with SAP DSORs by providing access and facilities for AFMC/A4/10 to perform SAP work. Additionally, AFMC/A5/8/9 will assist if proper access cannot be delegated to AFMC/A4/10.
- 2.3.2. Assists PSMs with the DSOR applicability and generates a DSOR non-applicability memorandum for exclusion requests that meet appropriate criteria. Obtains Air Force Space Command (AFSPC) concurrence on all exclusion requests related to space systems.
- 2.3.3. Reviews and monitors the DSOR status to ensure timely submission, approval and implementation.
- 2.3.4. Develops, manages and funds the DSOR AMS, to include developing and providing DSOR AMS user guidance, access management, training, user functional support, operation, and sustainment.

- 2.3.5. Provides PSMs with CLA determination and Candidate Depot assignment(s) using the TRC construct as defined in the Center of Industrial Technical Excellence memo to include Points of Contact.
- 2.3.6. Coordinates on Core exclusion requests from PSMs.
- 2.3.7. Approves all SORAs (to include classified programs/SAP DSORs) and issues the DSOR Decision Memoranda to PSMs.
- 2.3.8. Assesses impacts to statutory compliance (e.g., 10 USC §§2464 and 2466), and provides results to PSMs via the DSOR Decision Memorandum. Notifies SAF/AQ of potential compliance risks.
- 2.3.9. Obtains AFSPC coordination on all space programs, systems/sub-systems, and end item DSORs, Depot Activations, PRs, WADs, and DMISA activities.
- 2.3.10. Ensures the Director of Propulsion (AFLCMC/LP) coordinates on all aspects of the DSOR process and supporting DSOR activities that relate to propulsion system requirements.
- 2.3.11. Acts as Air Force interface with the Joint depot maintenance community by providing a representative to the Joint Group on Depot Maintenance in support of the Maintenance Executive Steering Committee.
 - 2.3.11.1. Implements Joint depot maintenance policies within the AF as directed by SAF/AQ.
 - 2.3.11.2. Coordinates between the Services on DMI decision activities.
 - 2.3.11.3. Resolves conflicts and disputes between the Services involving depot maintenance issues.
- 2.3.12. Monitors the DSORs through DA implementation.
- 2.3.13. Provides overarching direction concerning PPP in accordance with DoDI 4151.21, Public-Private Partnerships for Product Support, and AFI 63-101/20-101. (**T-0**).
- 2.3.14. Manages the PPP processes, maintains guidance and templates, and archives requirements in the DSOR AMS library.
- 2.3.15. Manages the depot activation process, maintains guidance and templates, and archives requirements in the DSOR AMS library.
- 2.3.16. Uses the DSOR AMS to track and monitor for timely completion of Depot Maintenance Activation Plans (DMAP). Classified programs provide DMAP to AFMC/A4/10 via SIPRNet. SAPs will upload DMAP electronically via the SAP CFS. AFMC/A4/10 will track and monitor for timely execution. AFMC/A5/8/9 will assist with SAP DMAPs if proper access cannot be delegated to AFMC/A4/10. **(T-1).**
 - 2.3.16.1. Ensures DMAPs include steps to complete a DMISA for all interservice depot activations.
- 2.3.17. Prioritizes depot activations using the DAPM in the DSOR AMS annually.
- 2.3.18. Approves all the DSOR PR results in accordance with **Chapter 4** of this AFMAN. **(T-1).**
- 2.3.19. Maintains TRC/Federal Supply Classification Table.

- 2.3.20. Manages the WAD process and maintains guidance, WAD template and approval processes and archives requirements in the DSOR AMS library.
- 2.3.21. Provides subject matter experts (SMEs) to support the PSM with development of the DSOR and depot activation.
- 2.3.22. Ensures assignment of a co-chair for the Depot Maintenance Activation Working Group (DMAWG). (T-3).
- 2.3.23. Ensures SMEs are assigned to support the DMAWG and Maintenance Activation Planning Team (MAPT) and ensure they provide timely support to all DMAWG and MAPT efforts. (T-3).
- 2.3.24. Assists the PSM with justifying funding requirements.
- 2.3.25. Receives and acknowledges organic Depot Capability Memo from Organic Product Support Provider to document establishment of depot-level maintenance capability in accordance with the DSOR decision.
- 2.3.26. Ensures assignment of primary and alternate Maintenance Interservice Support Officers (MISOs) for any AFMC complex conducting depot maintenance via DMISAs. Each applicable complex will have, at a minimum, MISOs assigned to cover Principal (Program Office or Commodity repair requirements) and Agent (performing organic depot-level maintenance repair or modification efforts) workloads. (T-3).
- 2.3.27. Ensures all interservice depot-level maintenance workloads are conducted via a DMISA and all applicable DMISAs are reviewed, updated, and reported annually.
- 2.3.28. Reviews Center-level local guidance, as applicable.
- 2.3.29. Establishes the DSOR, to include PR, DAPM, DMISA, and PPP education and training requirements and associated training materials.

2.4. Commander, Air Force Space Command (AFSPC/CC):

- 2.4.1. Reviews and coordinates on space program DSORs, PR results, DMISA activities, WADs, and DMAPs. This authority may be delegated to the Director of Logistics, Engineering, and Force Protection (AFSPC/A4).
- 2.4.2. Coordinates on all space Core and DSOR exclusion requests.
- 2.4.3. Supports DA funding requirements for DMAWG activities for space programs.
- 2.4.4. Monitors the DSORs for space systems through depot activation implementation.
- 2.4.5. Resolves AFMC and Space and Missile Center disputes involving depot-level maintenance issues.
- 2.4.6. Ensures assignment of primary and alternate MISOs for respective center's activities using interservice depot-level maintenance. (T-3).
- 2.4.7. Ensures a DMISA is in-place and current for all interservice depot maintenance workload and all applicable DMISAs are reviewed, updated, and reported annually.

2.5. Program Manager / Product Support Manager (PSM):

- 2.5.1. Completes all DSOR requirements and documentation (e.g., CLA, SORA, DMI templates) prior to MS-B (or MS-C if there is no MS-B). (**T-1**).
 - 2.5.1.1. Requests the CLA prior to Milestone (MS-A) for inclusion in the 10 USC §2366(a) documentation.
 - 2.5.1.2. Initiates and completes the DSOR requirements and documentation for Unclassified/For Official Use Only (FOUO) programs in the DSOR AMS.
 - 2.5.1.3. Obtains maintenance planning, facility, and environmental requirements data.
 - 2.5.1.4. Initiates classified programs/SAPs and completes all the DSOR requirements and documentation. SAPs follow the procedures identified by AFMC/A4/10.
 - 2.5.1.5. Delays obligation of procurement dollars to establish a depot-level maintenance and repair capability at a specific site (e.g., facilities, support equipment), institute warranties, or establish PPPs (including Performance Based Logistics agreements) until completion of the DSOR. **Note:** Funds will not be invested or obligated related to a specific DSOR assignment under consideration to establish a depot-level maintenance and repair capability or expand capacity of an existing capability at a specific site to repair a system, subsystem, or component without an approved DSOR assignment.
 - 2.5.1.6. If applicable, submits DSOR exclusion requests in accordance with **Paragraph** 3.8 and Core exclusion requests in accordance with **Paragraph** 3.9.
 - 2.5.1.7. Addresses all impacts to statutory requirements (e.g., 10 USC §§2464 and 2466) within the DSOR documentation and recommendation rationale.
 - 2.5.1.8. Requests support assistance from the Organic Sustainment Product Support Providers Functional Office and/or Lead Source of Supply if needed to properly and effectively accomplish any phases of the DSOR process.
 - 2.5.1.9. Coordinates all the DSOR processes and supporting DSOR activities that relate to propulsion system requirements with the Director of Propulsion (AFLCMC/LP).
 - 2.5.1.10. Reviews Level of Repair Analysis or equivalent data, participates in depot-level maintenance and repair decisions and incorporates this information into the DSOR submissions.
- 2.5.2. Develops, submits, and executes DMAP, including a schedule for implementation to AFMC/A4/10 with annual updates. This is accomplished through DSOR AMS for non-classified programs. Classified programs initiate and complete all DSOR requirements and documentation via SIPRNet and submit to AFMC/A4/10. SAPs initiate and complete all DSOR requirements and documentation, via procedures identified by AFMC/A4/10, and upload electronically via the SAP CFS. (T-1).
- 2.5.3. Utilizes the DAPM tool in the DSOR AMS to prioritize non-classified program depot activations in accordance with **Chapter 5**.
- 2.5.4. Ensures all DA costs are included and updated in the program's life cycle cost estimates with timelines for implementation provided to the lead command for inclusion in the budget process.

- 2.5.5. Submits and updates DA funding data line entries for Unclassified/FOUO programs in the web-based Comprehensive Cost and Requirements System in accordance with Comprehensive Cost and Requirements System guidance.
- 2.5.6. Notifies AFMC/A4/10 (and AFSPC for space systems) if depot activation funding is realigned or reduced at any time before the depot-level maintenance capability is established.
- 2.5.7. Establishes the DMAWG and approve all products in conjunction with DMAWG cochair in accordance with **Chapter 5**.
- 2.5.8. Co-chairs DMAWG with Organic Sustainment Product Support Provider Functional Office representative.
 - 2.5.8.1. Initiates MAPT development and lead depot activations.
 - 2.5.8.2. Develops and approves DMAWG Charter in conjunction with DMAWG co-chair.
- 2.5.9. Ensures depot activation data fields are updated in the DSOR AMS in support of DMAWG activities.
- 2.5.10. Ensures the Life Cycle Sustainment Plan incorporates the DSOR decisions and DA strategy.
- 2.5.11. Executes and ensures completion of the DSOR PRs in accordance with Chapter 4.
- 2.5.12. Ensures the appropriate depot-level maintenance repair technical data is obtained and included within program contract activities, in accordance with the program's intellectual property strategy.
- 2.5.13. Ensures Data Item Description (DID) DI-MGMT-81749B, 50/50 Requirements Report is incorporated into all contracts requiring depot maintenance to be performed.
- 2.5.14. Ensures DID DI-PSSS-81970, Common Repairable Item Identification Listing is incorporated into applicable contracts.
- 2.5.15. Identifies common items during the DSOR development and elevates potential common repair items for DA consolidation opportunities to AFMC/A4/10.
- 2.5.16. Uploads Depot Organic Capability Memorandum into the DSOR AMS to report completion of Depot Activation.
- 2.5.17. Ensures a DMISA is in-place and current for all interservice depot maintenance workload and all applicable DMISAs are reviewed, updated, and reported annually.
- 2.5.18. Ensures compliance with local guidance established and provided by their respective MISO. Local guidance can be found in the DSOR AMS library.

2.6. PSM Functional Office (Center LG Office):

- 2.6.1. Participates in DMAWGs when requested by the program office.
- 2.6.2. Executes MAJCOM DSOR/PPP education and training program. Supports the DSOR planning, activation, and PPP activities.
- 2.6.3. Establishes local guidance for the DSOR Planning, activation, and PPP activities, if required.
 - 2.6.3.1. If established, ensures local guidance is reviewed by AFMC/A4/10.

- 2.6.4. Elevates potential Common Repairable Item DA consolidation opportunities and implementation recommendations to AFMC/A4/10.
- 2.6.5. Establishes local guidance for DMISA development and execution, if required.
- 2.6.6. If Center DMISAs are established, provides functional oversight and acts as the Center DMISA focal point.

2.7. Organic Sustainment Product Support Provider's Functional Office (AFSC/LG):

- 2.7.1. Obtains funding for travel in respect to DA activities as required.
- 2.7.2. Educates, trains, and supports workforce for the DSOR planning and activation activities.
- 2.7.3. Supports the PSM in the completion of the DSOR PRs when requested.
- 2.7.4. Establishes local guidance for the DSOR planning and activation.
- 2.7.5. Ensures local guidance is reviewed by AFMC/A4/10.
- 2.7.6. Co-chairs DMAWGs. (T-3).
- 2.7.7. Coordinates with the Program Manager/PSM as the DMAWG co-chair on metrics being reported to AF senior leadership.
- 2.7.8. Assigns an MAPT Team Lead to support DMAWG activities.
- 2.7.9. Assigns Source of Supply Leads as applicable to support MAPT activities.
- 2.7.10. Elevates potential Common Repairable Item DA consolidation opportunities and implementation recommendations to AFMC/A4/10.
- 2.7.11. Provides a quarterly report of all supported DMAWGs with respective DSORs identified to AFMC/A4/10.
- 2.7.12. Advises AFMC/A4/10 and AFMC/FM of any budget decisions and/or shortfalls that may affect DA.

2.8. Air Force Metrology and Calibration:

- 2.8.1. Participates in DMAWGs.
- 2.8.2. Provides engineering, technical and logistical calibration support to the DMAWGs.
- 2.8.3. Develops metrology support concepts, and provides calibration standards and technical order requirements to support DAs.
- 2.8.4. Coordinates with Organic Product Support Provider's Depot Industrial Metrology Flight in support of DAs.

2.9. Lead Source of Supply:

- 2.9.1. Identifies supply chain requirements.
- 2.9.2. Provides data to support PSM in completion of the DSOR PR.
- 2.9.3. Establishes the supply chain in support of new DAs.

- 2.9.4. Maintains the supply chain for long-term sustainment to include workload notification forms, and coordinates Inventory Control Point (ICP) transfer, ICP transfer checklist completion, Secondary Item Requirements System (D200) additive inputs, Federal Logistics Information Service Edit and Routing System (D143C), Master Item Identification Database (D043A), the Reparable Item Movement Control System updates, and long-term sustainment contract development.
- 2.9.5. Attends DMAWG meetings.

2.10. Support Equipment/Automatic Test Systems Product Group:

- 2.10.1. Supports the MAPT in DMAWG activities to ensure common Support Equipment and Automatic Test Systems are programmed, requisitioned, and utilized.
- 2.10.2. Supports the MAPT in DMAWG activities to ensure common Support Equipment and Automatic Test Systems are utilized, or appropriate waivers are in-place in accordance with AFI 63-101/20-101.

2.11. DMAWG MAPT Members:

- 2.11.1. Develops the repair source activation plan for each item.
- 2.11.2. Defines existing repair capabilities at the Source of Repair (SOR).
- 2.11.3. Performs gap analysis, addresses requirements versus existing capabilities, identifies Common Repairable Item synergies and provides recommendations for DSOR implementation to DMAWG co-chairs.
- 2.11.4. Develops activation implementation schedules and plans, as directed by DMAWG cochairs.
- 2.11.5. Initiates, maintains, and coordinates a depot Technical Order (TO) verification plan with the local Technical Order Management Agency (TOMA) or applicable private partner, as required by DAMWG co-chairs.
- 2.11.6. Identifies and validates facility requirements including projected facility availability based on workload changes.
- 2.11.7. Tracks and reports facility modifications, additions, and construction status listed in the Facility Requirements Plan to ensure future capability exists to support projected workload. **Note:** The Facilities Requirement Plan must be coordinated through the Base Civil Engineer's office.
- 2.11.8. Reports depot Support Equipment status, installation planning and/or progress, checkout, and equipment demonstration during activation.
- 2.11.9. Provides PSM with depot-level repair parts required for first article testing.
- 2.11.10. Tracks and reports requisitioning of consumables and common tools.

DEPOT SOURCE OF REPAIR (DSOR) PROCESS

3.1. Introduction.

- 3.1.1. The DSOR process postures depot-level maintenance workloads based upon the TRC construct, including activation of prioritized workloads. The DSOR process ensures a life cycle perspective is utilized when planning and programming for depot-level maintenance, ensures compliance with statutory and regulatory guidance, and provides an audit trail for the life of the system.
- 3.1.2. A DSOR decision is required before investment dollars are obligated to establish a depot-level maintenance and repair capability at a specific site (e.g., facilities, support equipment). Per DoDI 4151.24, funds are not to be obligated to establish a depot-level maintenance capability or expand capacity of an existing capability at a specific site to repair a system, subsystem, or component without an approved DSOR assignment. Funds may be obligated without a DSOR decision for non-site specific items. The CLA must be complete by MS- A, and the DSOR must be complete prior to MS-B (or MS-C if there is no MS-B). (T-0). Note: Programs that do not have the traditional DoD 5000-series milestones are still required to execute the DSOR process at the equivalent timeframes consistent with the execution of the program. Contact AFMC/A4/10 for assistance with timing and documentation.
- 3.1.3. The PSM ensures the required depot-level maintenance repair technical data, required for DA, are included in all contract actions. As the authoritative source for all DSOR activities, the DSOR AMS includes all process instructions, and resulting documentation for the CLA, SORA, DMI, DA, PR, and DMISA activities. DSOR decisions can be accomplished at multiple levels (e.g., System, Sub-System, Line Replaceable Unit/Shop Replaceable Unit). If a DSOR is completed at a higher level than all lower sub-indenture depot-level reparables, then all depot-level reparables are subsumed by the same DSOR designation unless specifically identified in the DSOR Decision Memorandum. Classified programs/SAPs can refer to DSOR AMS for all required DSOR templates, template instructions, and other required documentation; however, the same templates/documentation can be acquired from AFMC/A4/10 and AFMC/A5/8/9. Detailed DSOR guidance is provided in the DSOR AMS library.

3.2. Technology Repair Center Construct.

- 3.2.1. The AF uses the TRC construct of grouped technology descriptions to posture depot maintenance workloads. The TRC construct applies to all materiel subject to depot maintenance, properly categorizing workloads in groups based on unique skills, equipment, and the facilities required to perform depot-level maintenance.
- 3.2.2. Adherence to the TRC construct applies to all depot-level maintenance. For software workloads, the Software Decision Tree Analysis (documented in the DSOR AMS) is utilized. The current version of the TRC construct and the TRC/Federal Supply Classification tables are located in the DSOR AMS.

- 3.2.3. The TRC/Federal Supply Classification table may help determine the potential AF Candidate Depot based on the technology description. The TRC/Federal Supply Classification table is an updated listing of items repaired, or planned to be repaired, at each depot.
- 3.2.4. TRC designations/documents are updated on an as-needed basis and identified by the most current version.

3.3. Waivers.

3.3.1. There are no waivers for the DSOR requirement, but there are exclusions (reference **Paragraph 3.8**).

3.4. Partnerships.

- 3.4.1. PPPs are one method to implement the DSOR decisions and are employed through detailed Implementation Agreements.
- 3.4.2. The PSM must obtain the DSOR decision prior to finalizing a PPP. PPP opportunities for depot maintenance requirements are considered as early as possible within the life cycle.
- 3.4.3. When a product support strategy includes depot maintenance PPPs, the PSM must analyze and incorporate the following elements into the DSOR and DMAWG documentation: structure, costs, benefits, opportunities, risks, investments, resources, constraints, impacts to statutory requirements, and the best use of public and private sector capabilities.

3.5. Warranties.

3.5.1. Warranties do not replace the DSOR process, and are not considered a long-term depot maintenance strategy. The PSM must obtain the DSOR decision before committing to a long-term, depot-level repair posture, including warranties or extended service contracts.

3.6. DSOR Triggers.

- 3.6.1. A DSOR decision is required for all depot-level maintenance, including but not limited to new acquisition, workload adjustment, modification installation, modification follow-on, overseas workload, and workload shifts. For workloads that are already in operations and sustainment phase without a DSOR decision, contact AFMC/A4/10 for direction. Several events trigger the requirement for a DSOR decision. (T-1).
- 3.6.2. New Acquisition. A new acquisition includes any system, item, component, subsystem, or software that will result in a new requirement for depot-level maintenance. DSORs for new acquisitions are on the total anticipated inventory to be acquired. For new acquisitions, the DSOR requirements are initiated no later than the Technology Maturation and Risk Reduction Phase and within sufficient time to obtain a DSOR decision for inclusion into the acquisition strategy.
- 3.6.3. Workload Adjustment. Workload adjustment may be identified by a 20 percent or more change in workload hours/cost. The change in workload requires expansion of current or new repair capabilities.
- 3.6.4. Modification Installation. Modifications are installed by government personnel in a depot, by a depot field team, by contractors in a contractor facility, by contract field teams, or by any combination of these methods of implementation. This is not a long-term sustainment decision. However, the DSOR must be accomplished to determine the SOR for each

modification, to facilitate accurate reporting for 10 USC §2466, and ensure compliance with 10 USC §2460 for installation of modifications.

- 3.6.5. Modification Follow-on. When a modification introduces one or more components requiring depot-level maintenance, it is necessary to complete the DSOR to determine where the follow-on depot maintenance will be performed. The DSOR applies to modifications (a change to form, fit, function, or integration) to existing systems for which the depot-level SOR has been approved. This may be combined with the modification installation DSOR.
- 3.6.6. Overseas Workload. DSORs are required for any SOR involving the potential for depot-level maintenance by a source outside of the United States. The DSOR packages are prepared and submitted in the same manner as new acquisition packages. Overseas Workload DSOR assignments will only be authorized as a secondary source if mission drives need (e.g., Mission Impaired Capability Awaiting Parts in theater).
- 3.6.7. Workload Shift. A permanent change in the SOR or source of modification. The DSOR process is required for a workload shift when there is a proposed change in the SOR that results in one of the following types of SOR shifts: from assigned organic depot to another organic depot; from assigned organic depot to a contract; or from contract SOR to an organic depot. Changes from one contract repair source to another, or consolidating several contract workloads, do not require performing the DSOR process. For a workload shift, the DSOR process must be used to ensure compliance with 10 USC §2469, Contracts to perform workloads previously performed by depot-level activities of the Department of Defense: requirement of competition. (T-0).

3.7. Depot Maintenance Software Workloads.

- 3.7.1. Software maintenance is to correct faults (corrective maintenance) after Initial Operating Capability (IOC) of a software product, improve software performance or other attributes (perfective maintenance), or to adapt a weapon system to a changed environment within the bounds of existing top level system specifications (adaptive maintenance).
- 3.7.2. The software maintenance process includes problem/change identification and classification, analysis, design, implementation, regression/system testing, acceptance testing, and delivery.
- 3.7.3. Software maintenance is performed on military materiel (e.g., weapon systems and their components, space control systems and their components, Automated Test Equipment and Test Program Sets, and systems integration laboratories). Depot-level software maintenance does not include maintenance of business data systems.
 - 3.7.3.1. There are four types of software maintenance workloads requiring a DSOR.
 - 3.7.3.2. Operational Software (including Operational Flight Programs, Mission Planning, Training Systems and Weapon System Simulators). This software pertains to both airborne and ground weapon systems. Weapon systems software also includes programs or applications that are not directly tied to a specific system such as mission planning software that is provided for the management of the battle space. Implementing typical operational software involves using one or more computers, controllers, sensors, and/or indicators, etc. to collect data related to the weapon system environment, and provides the functionality to

- perform the weapon system mission. Software supporting space system ground segments is included in this section.
- 3.7.3.3. Test Software (Automated Test Equipment/Test Program Set). Test software includes the operating software resident in test equipment (Automated Test Equipment software) and software associated with testing serviceability of an end item (Test Program Set software). This includes user equipment software supporting space system ground segments.
- 3.7.3.4. Industrial Plant and Equipment Software. This software includes automated depot operations equipment including robotic, cleaning/plating, and other industrial processes. No DSOR is required for this type of software.
- 3.7.3.5. Software Modifications. Modifications include software changes, upgrades, technology refresh, and updates. Modifications include but are not limited to incorporation of additional, new or improved capability.
- **3.8. Exclusions to the DSOR Process.** The PSM verifies a specific workload meets the exclusion criteria and provides data/justification to AFMC/A4/10. For space programs, AFSPC must concur with all requests to exclude workloads from the DSOR process. Workload is not excluded based solely on classification level (i.e., classified programs/SAP); however, if any of the below criteria is met, classified programs submit a notice via SIPRNet to AFMC/A4/10 and SAPs submit a notification to AFMC/A4/10 via the SAP CFS. Workloads meeting the exclusion criteria include:
 - 3.8.1. Workloads generated by Industrial Plant Equipment located exclusively within the depot maintenance complex and funded through the industrial fund.
 - 3.8.2. Modifications to components that do not change the form, fit, function, or integration of the component modified and do not change the basic part number, only the version (dash number change), as long as the SOR of the end item does not change, and does not drive an investment for new or expanded capability at the SOR.
 - 3.8.3. Foreign Military Sales programs. If an AF Organic Depot is used for repairs, follow the TRC construct. (T-1).
 - 3.8.4. United States Special Operations Command workloads that are Major Force Program-11 funded for sustainment activities. However, all sustainment workloads transferring to the AF require a DSOR at time of official transfer.
 - 3.8.5. Automated data processing equipment workloads that are not for national security systems (including payroll, finance, logistics, and personnel management applications).
 - 3.8.6. Department of Energy special design military spares. Examples include, but are not limited to, nuclear weapon trainers, nuclear weapons test and evaluation or handling equipment, and use control equipment. Department of Energy acquired, operated, and maintained systems that are supported by the Air Force.
 - 3.8.7. Medical Equipment. Management and sustainment for medical materiel for peacetime and wartime support is established under the Air Force Medical Support Agency as prescribed in AFI 41-201, Managing Clinical Engineering Programs. Examples of medical equipment exclusions include field intravenous fluid reconstitution and deployable oxygen systems.

- 3.8.8. Test Program Set software when the cost, capability, and hours are included in the DSOR decision for its associated hardware (unit under test).
- **3.9. Core Exclusion.** Commercial items are not exempt from the DSOR process. However, workload applicability to the 10 USC §2464 core exclusion clause is captured and approved during the SORA process via congressional notification of core exclusion. The core exclusion does not alleviate the requirement to complete the DSOR. The template format, instructions and process for submission are located in the DSOR AMS. The process for core exclusion is:
 - 3.9.1. PSM completes the congressional notification of core exclusion template in DSOR AMS. Classified programs provide the DSOR exclusion data/justification to AFMC/A4/10 via SIPRNet. SAPs provide DSOR exclusion data/justification to AFMC/A4/10 via the SAP CFS. **(T-1).**
 - 3.9.2. PSM obtains coordination from AFMC/A4/10 and AFSPC if a space system. Classified programs obtain core Exclusion coordination through AFMC/A4/10 via SIPRNet. SAPs obtain core Exclusion coordination through AFMC/A4/10 via the SAP CFS. (**T-1**).
 - 3.9.3. PSM submits template to their PEO for coordination.
 - 3.9.4. PEO coordinates with SAF/AQ.
 - 3.9.5. SAF/AQ processes notification documentation to Office of the Secretary of Defense for submission to Congress.
 - 3.9.6. The notification to Congress constitutes core exclusion approval.

3.10. Space Programs.

3.10.1. Space programs, systems, sub-systems, and end items are routed through AFSPC/A4U in the DSOR AMS before submitting to AFMC/A4/10. Space PSMs utilize the DSOR AMS for the DSOR process to include the PR, DA, and DMISA activities.

3.11. Execution of the DSOR Process.

- 3.11.1. The DSOR process includes (1) SORA and (2) DMI. Classified programs/SAPs are excluded from the DMI process. The DSOR addresses all impacts to statutory compliance for depot-level maintenance (e.g., 10 USC §§2464 and 2466).
- 3.11.2. SORA Process. The PSM initiates the SORA process by requesting a CLA determination using the DSOR AMS. Classified programs initiate the SORA process by contacting AFMC/A4/10 via SIPRNet to obtain required SORA templates for processing the CLA. SAPs initiate the SORA process by contacting AFMC/A4/10 via the SAP to obtain required SORA templates for processing the CLA. PSM provides data, prepared at the appropriate system/sub-system-level for data obtainment and execution, in the following areas: System Capability, Functional Description of System/Sub-system, Final Application, Technology Assessment, Cryptologic Description, Workload Description, Acquisition Category, and Joint Service Program information. For new acquisition programs, the PSM may use data based on similar existing systems/sub-systems. AFMC/A4/10 performs the CLA and assigns a Candidate Depot based upon the TRC construct. AFMC/A4/10 issues a Core/Candidate Depot (CCD) Memorandum, including organic depot points of contact and Core shortfall data, to the PSM. CLA determination is required by MS-A in accordance with 10 USC §§2366a, *Major defense acquisition programs: determination required before*

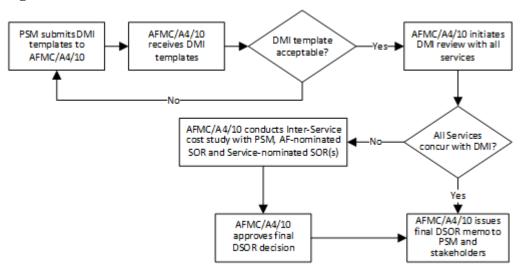
Milestone A approval, and 2366b, Major defense acquisition programs: certification required before Milestone B approval, and is included in the CLA Annex to the Life Cycle Sustainment Plan. (**T-1**).

- 3.11.3. Prior to initiation of Workload Shift SORAs, the PSMs obtain DMAWG co-chairs' approval, populate the Cost Analysis Tool, and develop a depot-level reparable list.
- 3.11.4. AFMC/A4/10 initiates the required 30 calendar day response period(s) for applicable parties after issuance of CLA and CCD memorandum. If no comments are received after 30 calendar days, concurrence will be assumed. AFMC/A4/10 makes the final determination of the SORA recommendation.
- 3.11.5. AFMC/A4/10 conducts analysis on AF statutory compliance impacts from the DSOR recommendations prior to issuing the SORA approval memorandum to the PSM.
- 3.11.6. Classified programs/SAPs can request the Cost Analysis Tool from AFMC/A4/10 or AFMC/A5/8/9.

3.12. DMI Process.

- 3.12.1. The DMI process is required for unclassified/FOUO programs. If necessary, the PSM submits the completed DMI template in the DSOR AMS after receiving the signed SORA (reference **Figure 31**). Subsequently, AFMC/A4/10 forwards the DMI packages to the other Services (and DASD (MR) for ACAT 1 system and subsystem packages only) for coordination and comment. Work is assigned to other Services only if the capability already exists, no similar capability exists within the AF sustainment community, and when the recurring cost of sustainment is less than the AF.
- 3.12.2. Upon receiving the Services' input on the DMI, AFMC/A4/10 issues the DSOR Decision Memorandum for each DSOR to the PSM (DASD(MR) for ACAT 1 Programs) and all appropriate stakeholders. This issuance completes the DSOR process.
- 3.12.3. If the Service's reply identifies existing capability, AF DSOR Executive Manager forms and leads an interservice cost study team including the PSM, AF depot, and the other Service-nominated SOR(s). The team assesses the nominated SOR capabilities and if equal determines the best value, using the content and format described within Department of Defense Manual (DoDM) 4151.23, DoD Organic Depot Maintenance Cost Comparability. (T-0). If analysis results in a tie, the AF depot is awarded the workload. Based upon the assessment rationale, the DSOR Decision Memorandum is issued to the PSM and all appropriate stakeholders. This issuance completes the DSOR process.

Figure 3.1. DMI Review.



DEPOT SOURCE OF REPAIR PERIODIC REVIEW

- **4.1. Periodic Review Overview.** DSOR PRs are performed, regardless of program classification level, to ensure the continued validity of DSOR decisions, implement statutory compliance impact assessments, identify and update depot-level reparable assets, and assess if an updated DSOR decision is required to enable more affordable or effective support for a program. **(T-1).**
 - 4.1.1. DSOR PRs are triggered by milestone specific events and are conducted throughout the life cycle of a weapon system/program.
 - 4.1.2. Detailed PR procedures for unclassified programs are contained in the DSOR AMS library.
 - 4.1.3. Classified programs/SAPs can refer to the DSOR AMS for all PR requirements. These programs can also request this information from AFMC/A4/10 and AFMC/A5/8/9. Classified programs submit PR data to AFMC/A4/10 via SIPRNet. SAPs submit PR data, in accordance with AFMC/A4/10 procedures, to AFMC/A4/10 via the SAP CFS. PR templates are provided in the DSOR AMS library. (**T-1**).

4.2. Periodic Review Execution.

- 4.2.1. AFMC/A4/10, AFSPC/A4 (for space systems), or PSM functional office may initiate a PR at any time.
- 4.2.2. AFMC/A4/10 initiates PR at MS-B, Critical Design Review + 90 calendar days, MS-C, IOC, and every 5 years after IOC.
 - 4.2.2.1. PRs must be completed within 90 calendar days.
 - 4.2.2.2. PR is not required for organic DSORs that are fully activated with Organic Capability Memo(s) on file.
- 4.2.3. AFMC/A4/10 schedules PR initiation with PSM Functional Office (center LG) based on upcoming milestone (MS-B, Critical Design Review +90 calendar days, MS-C, IOC, and every 5 years after IOC).

4.2.4. The PSM:

- 4.2.4.1. Identifies and updates depot-level reparables.
- 4.2.4.2. Updates depot activation data.
- 4.2.4.3. Submits completed PRs to the AFMC/A4/10.
- 4.2.4.4. Submits new DSORs within 30 calendar days, if required.
- 4.2.4.5. Submits DAPM inputs as required.
- 4.2.4.6. Coordinates with other organizations to ensure accurate data pertaining to the workload and costs are received.

4.2.5. Lead Source of Supply:

4.2.5.1. Assigns an appropriate Item or Logistics Manager for the DSOR PR and ensures supporting data is provided within 30 calendar days to the PSM.

4.2.6. Organic Product Support Providers support requests for information within 15 calendar days during PR to evaluate if a DSOR change is necessary. If additional time is required, contact AFMC/A4/10 for approval.

4.3. Periodic Review Completion.

- 4.3.1. The PSM monitors the DSOR PR until notified of the PR completion.
- 4.3.2. AFMC/A4/10:
 - 4.3.2.1. Reviews PRs submitted by the PSM.
 - 4.3.2.2. Validates PR completion.
 - 4.3.2.3. Notifies the PSM of PR completion.
 - 4.3.2.4. Notifies the PSM of new DSOR requirements resulting from the PR.
- 4.3.3. If the program has changed workload or cost by 20 percent or greater or incorporated new capabilities, AFMC/A4/10 may direct the PSM to initiate a new SORA within 30 calendar days. The DSOR follows the process described in **Chapter 3** and is identified as a workload adjustment DSOR.

DEPOT ACTIVATION (DA)

5.1. Introduction.

- 5.1.1. The DA process identifies and assembles all required facilities, equipment, materials, processes, technologies, training, and certified personnel to perform depot-level maintenance for weapon systems and military equipment. DA planning begins during the DSOR development and ends when all assigned workload capabilities are activated (reference **Figure 5.1**). PSMs use the DA process to execute the DSOR decision, regardless of the outcome, and to inform Request for Proposal development for either contract depot maintenance or enlisting Original Equipment Manufacturer assistance for organic depot activation.
- 5.1.2. Classified programs follow the same DA processes as outlined above; however, submit classified documents to AFMC/A4/10 via SIPRNet. SAPs follow the same DA processes as outlined above; however, submission of documents is to AFMC/A4/10 via the SAP CFS. Requirements pertaining to the usage of the DSOR AMS for DA updates do not apply to Classified programs/SAPs. (T-1).

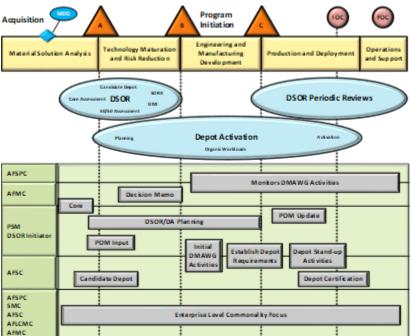


Figure 5.1. Depot Activation (DA) in the Acquisition Cycle.

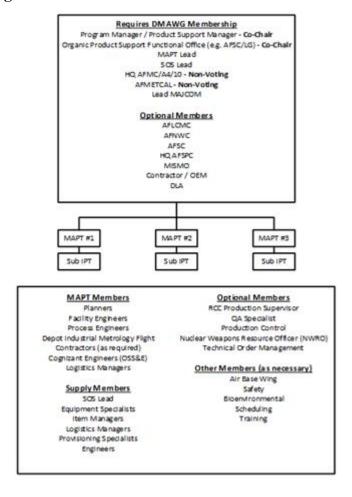
5.1.3. Funding. The PSM plans and programs sufficient funding to support all DAs to include new or expansion of capability. The estimated costs for DA efforts will be included in the program life cycle cost estimates. PSMs ensure DA funding requirements are included in Comprehensive Cost and Requirements System obligation and execution oversight of DA funding. The lead command is the DA funding advocate as detailed in AFI 63-101/20-101. For additional details on DA funding, refer to DoD 7000.14-R, Department of Defense Financial Management Regulation and AFI 65-601, Volume 1, Budget Guidance and

Procedures. Additional funding related inquiries can be sent to AFMC/A4/10 who may request assistance from AFMC/FM to provide proper clarification.

- 5.1.4. Schedule. The PSM ensures that a depot activation schedule is developed and published in the DMAP. The DMAP supports organic capability establishment no later than four years after achieving IOC or whenever the system is fielded in support of operations.
 - 5.1.4.1. The DMAP template can be found in the DSOR AMS library. Unclassified/FOUO programs utilize the DSOR AMS to publish their depot activation DMAP. Classified programs submit their documentation to AFMC/A4/10 via SIPRNet. SAPs submit their documentation to AFMC/A4/10 via the SAP CFS. (T-1).
 - 5.1.4.2. The PSM immediately notifies AFMC/A4/10 if the depot activation falls behind schedule. Include the appropriate rationale if special circumstances are identified during system acquisition or deployment warranting an activation delay. Submit a WAD if there are changes (e.g., extended Interim Contract Support) due to the delay.
 - 5.1.4.3. The PSM ensures the DA funding requirements are modified to support the new schedule and updates the IMS, DMAP and DA. Unclassified/FOUO programs utilize the reporting tabs in the DSOR AMS, in addition to updating Comprehensive Cost and Requirements System appropriately. Classified programs submit their updates to AFMC/A4/10 via SIPRNet. SAPs submit their updates to AFMC/A4/10 via the SAP CFS.
- 5.1.5. PSM provide supportability analysis (e.g., Level of Repair Analysis), Maintenance Task Analysis) results to the MAPT Lead to support DA efforts.
- 5.1.6. Common Reparable Item. Common Repairable Item depot repair capabilities will be explored and documented throughout the acquisition life cycle. DA activities, to include repair capabilities, will be consolidated to the fullest extent possible to provide best value to the government. The PSM reviews deliverables received under DI-PSSS-81970 with DMAWG members and develop DA consolidation recommendations where possible. (T-2).
- **5.2. DA Process for DSORs with Contract Designated Workloads.** The PSM integrates Contract Data Requirements Lists required for statutory and regulatory reporting requirements (e.g., 10 USC §2466 (50/50), DID, DI-MGMT-81749B), monitors all progress until depot-level repair capabilities are available, and resolves any impacts to the production line(s). **(T-1).**
- **5.3. DMAWGs and MAPTs** (**reference Figure 5.2**). Robust DMAWGs and MAPTs are critical to achieving DA priorities.
 - 5.3.1. The PSM develops and submits a DMAP to AFMC/A4/10 for approval in accordance with the Final DSOR Decision Memorandum. Unclassified/FOUO programs utilize the DSOR AMS. Classified programs submit their DMAP to AFMC/A4/10 via SIPRNet. SAPs submit their DMAP to AFMC/A4/10 via the SAP CFS.
 - 5.3.1.1. The PSM populates the DAPM located in the DSOR AMS with workload data and AFMC/A4/10 runs an initial set of DAPM results to help focus the PSM's DMAWG/DA resource utilization. The PSM then revises the DA plan and funding requirements based upon the DAPM results and initiates DMAWG activities.
 - 5.3.2. A DMAWG is required for all organic/split DSOR decisions requiring new or expansion of capability at an organic Depot.

- 5.3.2.1. The PSM establishes a DMAWG to facilitate implementation of DA requirements, facilitate involvement from all stakeholders, and ensure timely activation of component depot repair capability. The PSM and Organic Sustainment Product Support Provider-Functional Office co-chair the DMAWG.
 - 5.3.2.1.1. The PSM initiates the DMAWG no later than 90 calendar days after receiving the Final DSOR Decision Memorandum and continues the DMAWG until all assigned workload capabilities are activated.
 - 5.3.2.1.2. The DMAWG meets at least quarterly.
 - 5.3.2.1.3. AFMC ensures that SMEs are assigned to support the DMAWG and subordinate MAPTs.
- 5.3.3. The DMAWG is supported by MAPTs. MAPTs are subgroups with SMEs from all applicable Integrated Product Support Element disciplines.
 - 5.3.3.1. A single MAPT is assigned to support implementation of specific DSOR decision(s).
 - 5.3.3.2. MAPTs develop and brief detailed DA plans to DMAWG for DMAP input. DMAWG co-chairs determine if the plan is ready and route for PSM approval.

Figure 5.2. DMAWG Structure.



5.4. DA Process for DSORs with Organic Designated Workloads.

- 5.4.1. The DMAWG develops a Charter no later than 90 calendar days post initial DMAWG. The Charter is reviewed annually.
 - 5.4.1.1. At a minimum, the Charter must address: the DA objective, membership roles and responsibilities, MAPT structure, team duration, references, and meeting cadence.
 - 5.4.1.2. The DMAWG co-chairs approve the Charter. PSM uploads charter into the DSOR AMS for unclassified/FOUO program Charters. PSM provides charter to AFMC/A4/10 via SIPRNet for classified programs. PSM provides charter to AFMC/A4/10 via the SAP CFS.
 - 5.4.1.3. Unclassified/FOUO programs update the DSOR AMS during each DMAWG meeting to reflect current activation status. Classified programs and SAPs provide DMAP, status of depot activation schedule, funding, capability implementation, DMAWG documentation/requirements, and critical dates (e.g., acquisition dates) to AFMC/A4/10.
 - 5.4.1.3.1. The PSM ensures depot activation data fields are updated in the DSOR AMS in support of DMAWG activities.
- 5.4.2. The DMAWG develops a DMAP no later than 90 calendar days after initial DMAWG meeting. DMAP is a living document to be updated as a function of the DMAWG activities. All updates to the DMAP must be maintained on the DSOR AMS.
 - 5.4.2.1. The DMAP addresses all Integrated Product Support Element planning factors and describes DA events, resources, and schedules to implement all the DSOR decisions within DMAWG portfolio.
 - 5.4.2.2. The DMAP addresses Interim Contract Support requirements and adjust the depot activation schedule as appropriate to reduce the requirement for Interim Contract Support.
 - 5.4.2.3. The DMAP includes participating Service's requirements for joint service programs.
 - 5.4.2.4. The DMAP is a living document that the PSM continually updates as significant programmatic, engineering, and/or funding changes occur.
- 5.4.3. The PSM funds a Gap Analysis prior to MS-C Decision and evaluates current organic depot capabilities against the required repair capabilities with the assistance of the MAPT Lead.
 - 5.4.3.1. The Gap Analysis identifies the following repair requirements for the depot-level reparables covered in the respective DSOR decision(s): Support Equipment (including calibration), facilities, technical data, supply support, packaging, handling, shipping, transportation, failure data and current cost of repairs. Resources to assist Gap Analysis efforts are available on the DSOR AMS.
 - 5.4.3.2. The gaps identified between the current organic depot capabilities and the required capabilities must have an estimated cost to resolve the gap as part of the analysis deliverable.
 - 5.4.3.2.1. If the contractor is not supportive of organic depot activation and government purchase of technical data has been researched, a PPP should be explored.

- 5.4.3.2.2. The MAPT provides recommendations to DMAWG on activations to pursue/not pursue and executes an implementation schedule as directed by the PSM and DMAWG co-chair.
- 5.4.3.2.3. PSM updates DMAP based on results of DMAWG and MAPT implementation schedule, to accurately depict the activation plan and any DSOR changes that were proposed and agreed upon during the DMAWG.
 - 5.4.3.2.3.1. PSM initiates the DSOR changes based on DMAWG results.
- 5.4.4. The PSM updates DAPM with detailed data from the gap analysis. AFMC/A4/10 provides updated DAPM results based on user input. The PSM makes all required adjustments to the funding profile and DMAP.
- 5.4.5. AFMC/A4/10 ensures the completion of the DA process is documented by receiving an Organic Depot Capability Memorandum from the PSM. For unclassified/FOUO programs, the PSM uploads the Organic Depot Capability Memorandum into the DSOR AMS within 10 calendar days of receipt. Classified programs/SAPs forward their Organic Depot Capability Memorandum to AFMC/A5/A8ZC.
- 5.4.6. PSM maintains the current approved DMAWG Charter, DMAP, MAPT decisional briefings including associated data/rationale, and the Organic Depot Capability Memorandum in the DSOR AMS repository for unclassified/FOUO programs. Classified programs submit their documents to AFMC/A4/10 via SIPRNet. SAPs submit their documentation to AFMC/A4/10 via the SAP CFS.

WORKLOAD APPROVAL DOCUMENT (WAD)

- **6.1. Process Overview and Execution.** The WAD is the process for documenting approval of a short-term depot-level maintenance workload shift. WADs apply to temporary shifts of work (from an organic repair depot to another organic facility, from an organic repair depot to contract support, or from contract support to an organic repair depot) and temporary approval of work at a repair location until completion of the final DSOR decision.
 - 6.1.1. Short-term depot maintenance workload can be the result of workload transition, backlog, or emergency/contingency requirements to ensure statutory compliance.
 - 6.1.2. WADs differ from the DSOR in that WADs address temporary shifts of workloads. The DSOR process addresses permanent shifts or new workload.
 - 6.1.3. Workloads include Interim Contract Support, interim organic support, organic workload performed by Depot On-site Contract Augmentee Teams, and depot-level maintenance workloads funded by bridge, contingency, or emergency contracts. WAD approval is required to ensure statutory compliance.
 - 6.1.4. Get-well plans are attached to WADs and provide a schedule for transferring workloads to organic repair. The program manager tracks progress of the transfer to ensure the schedule in the get-well plan is met and to ensure mission support challenges are mitigated. The program manager tracks progress to re-establish organic support if a short-term contract is used to support requirements. The program manager notifies the applicable Air Logistics Complex when they are executing the plan. Repetitive WADs for the same workload will not be approved if the reason for needing an additional WAD is failure to track and execute the Get Well Plan and/or initiated the required DSOR. Failure to initiate the SORA in a timely manner is not grounds for submitting multiple WADs.
- **6.2. Additional Guidance.** The WAD guidance, template, and approval process is provided in the DSOR AMS library. Classified programs/SAP utilize the WAD guidance template in the DSOR AMS library and submit to AFMC/A5/A8ZC.

DEPOT MAINTENANCE INTERSERVICE SUPPORT AGREEMENTS

7.1. Applicability.

- 7.1.1. This Chapter applies to all Air Force DMISAs, regardless of the method by which the DSOR decision was reached (e.g., DMI study or Directed DSOR).
- 7.1.2. The DMISA is used for all multi-year Interservice depot maintenance workload assignments unless the Non-consumable Item Materiel Support Code 5 credit exchange method is selected. DMISAs are required for Non-consumable Item Materiel Support Codes 2, 3, 4, and 8; see DoDM 4140.68, Integrated Materiel Management of Non-consumable Items for further Non-consumable Item Materiel Support Code details. Other support agreements such as a Memorandum of Agreement, Department of Defense Form 1144, Support Agreement, or Department of Treasury Form 7600A are acceptable for interim periods of recurring workload less than 1 year in duration or a finite workload requirement of less than 2 years. (Note: working capital funds cannot be used to fund Interservice Support Agreements (ISA) and Department of Defense Forms 1144 or Department of Treasure Forms 7600A).
- 7.1.3. If any agreement other than a DMISA is utilized, the MISO is not responsible for the management of that agreement. Only the DMISA may be used for an Interservice depot maintenance assignment resulting from a Service Workload Competition.

7.2. Scope of DMISAs.

- 7.2.1. DMISAs are established to document the requirements of depot maintenance and related support functions for weapon systems, equipment end items, systems, subsystems, components, or commodity groups (to include software maintenance).
- 7.2.2. DMISAs are normally used between the Military Services; however, they may also be used between a Military Service and another DoD Component or Federal Agency receiving organic depot-level maintenance support.
- 7.2.3. DMISAs are only used to assign and manage workload. They are not used to document transfer of responsibility for a function or mission from one Military Service or Federal Agency to another. DMISAs do not have an established expiration date unless both parties (Principal and Agent) agree to establish one. DMISAs require annual review and updating and completion of the periodic review page indicates agreement of annual review compliance. DMISA signature page is completed upon initial creation and at least every five years to ensure Agent's Depot commander has adequate resources available and ensures resources are applied against workload.
- 7.2.4. Detailed DMISA guidance, templates and policy is provided in the DSOR AMS library.
- 7.2.5. Air Force DMISAs are managed and tracked in the DMISA Management Application located in the DSOR AMS library.
- 7.2.6. DMISAs are established for periods of performance that are mutually acceptable to the Principal and Agent Services, and they are reviewed annually. DMISAs are prepared, coordinated, negotiated, reviewed, maintained, and terminated in accordance with the guidance in the DSOR AMS library.

7.2.7. A completed DSOR workload shift, in accordance with DoDI 4151.24 and **Chapter 3**, is completed before a DMISA with existing or continual workload may be terminated. **(T-0)**.

WILLIAM B. ROPER, JR. Assistant Secretary of the Air Force (Acquisition, Technology & Logistics)

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 33-360, Publications and Forms Management, 1 December 2015

AFI 41-201, Managing Clinical Engineering Programs, 10 October 2017

AFI 63-101/20-101, Integrated Life Cycle Management, 9 May 2017

AFI 65-601, Volume 1, Budget Guidance and Procedures, 24 October 2018

AFMAN 33-363, Management of Records, 1 March 2008

Department of Defense Form 1144, Support Agreement

Department of Treasury Form 7600A, *Interagency Agreement (IAA) – Agreement Between Federal Agencies*.

DI-PSSS-81970, Common Repairable Item (CRI) Identification Listing

DI-MGMT-81749B, Distribution of Department of Defense (DoD) Depot Maintenance Workload (50/50) Report

DoDI 4151.24, Depot Source of Repair (DSOR) Determination Process, 13 October 2017

DoDM 4151.23, DoD Organic Depot Maintenance Cost Comparability, 24 June 2016

10 USC §2366a, Major defense acquisition programs: determination required before Milestone A approval

10 USC §2366b, Major defense acquisition programs: certification required before Milestone B approval

10 USC §2460, Definition of depot-level maintenance and repair

10 USC §2464, Core logistics capabilities

10 USC §2466, Limitations on the performance of depot-level maintenance of materiel

10 USC §2469, Contracts to perform workloads previously performed by depot-level activities of the Department of Defense: requirement of competition

DSOR AMS link, https://usaf.deps.mil/DSOR/prod/1/SitePages/Home.aspx

Prescribed Forms

There are no prescribed forms.

Adopted Forms

AF Form 847, Recommendation for Change of Publication

Abbreviations and Acronyms

ACAT—Acquisition Category

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFSPC—Air Force Space Command

AMS—Automated Management System

CCD—Core/Candidate Depot

CFS—Common Operating Environment File Share Service

CLA—Core Logistics Analysis

DA—Depot Activation

DAPM—Depot Activation Prioritization Model

DASD—Deputy Assistant Secretary of Defense

DID—Data Item Description

DMAP—Depot Maintenance Activation Plan

DMAWG—Depot Maintenance Activation Working Group

DMI—Depot Maintenance Interservice

DMISA—Depot Maintenance Interservice Support Agreement

DoD—Department of Defense

DoDI—Department of Defense Instruction

DoDM—Department of Defense Manual

DRU—Direct Reporting Unit

DSOR—Depot Source of Repair

FOA—Forward Operating Agency

FOUO—For Official Use Only

ICP—Inventory Control Point

IMS—Integrated Master Schedule

IOC—Initial Operational Capability

MAJCOM—Major Command

MAPT—Maintenance Activation Planning Team

MISOs—Maintenance Interservice Support Officers

MS—Milestone

PEO—Program Executive Officer

PPP—Public-Private Partnership

PR—Periodic Review

PSM—Product Support Manager

SAF—Secretary of the Air Force

SAP—Special Access Program

SIPRNET—Secret Internet Protocol Router Network

SME—Subject Matter Expert

SOR—Source of Repair

SORA—Source of Repair Assignment

TO—Technical Order

TOMA—Technical Order Management Agency

TRC—Technology Repair Center

USAF—United States Air Force

USC—United States Code

WAD—Workload Approval Document

Terms

50/50—Refers to 10 USC §2466, which states no more than 50 percent of depot-level maintenance funds made available in a fiscal year may be used to contract for depot-level maintenance and repair by Non-Federal Government personnel.

Candidate Depot—The AF prospective or "candidate" organic depot being considered for long term, depot-level repair of a system/sub-system/end item. It is not a final depot selection until the DSOR process is complete. The TRC construct is used to select AF "candidate" depots.

Core—Refers to 10 USC §2464, which states the DoD must maintain a Core logistics capability that is government-owned and government-operated (including government personnel and government-owned and operated equipment and facilities) to ensure a ready and controlled source of technical competence and resources necessary to ensure effective and timely response to mobilization, national defense contingency situations, and other emergency requirements.

Depot-level Maintenance—Materiel maintenance or repair requiring the inspection, overhaul, upgrading, or rebuilding of parts, assemblies, or subassemblies, and the testing and reclamation of equipment as necessary, regardless of the source of funds for the maintenance or repair or the location at which the maintenance or repair is performed. The term includes (1) all aspects of software maintenance classified by the Department of Defense as of July 1, 1995, as depot-level maintenance and repair, and (2) interim contractor support or contractor logistics support (or any similar contractor support), to the extent that such support is for the performance of services described in the preceding sentence. The term does not include the procurement of major modifications or upgrades of weapon systems that are designed to improve program performance or the nuclear refueling or defueling of an aircraft carrier and any concurrent complex overhaul. A major upgrade program covered by this exception could continue to be performed by private or

public sector activities. The term also does not include the procurement of parts for safety modifications. However, the term does include the installation of parts for that purpose.

Depot Maintenance Activation Plan—A plan, developed by the PSM, showing the events and schedules required to achieve a depot-level maintenance capability for specified systems, equipment, and resources. This plan will consider organic, Interservice, and contractor support requirements in accordance with the DSOR decision.

Depot Maintenance Activation Working Group—A group of representatives from the stakeholders involved in activating a depot-level maintenance capability for individual systems and equipment.

Depot Maintenance Interservice—The interservice process to select site specific depots to perform maintenance support. Reviews are accomplished by a Joint Service forum to ensure consideration of all Services' depot capabilities.

Depot Maintenance Interservice Support Agreement—A formalized agreement whereby one Service/Agency (the Agent) obligates itself to provide depot maintenance support for another Service/Agency (the Principal). DMISAs may be used when a Military Service is the Agent, and another Federal Government department or agency, or element thereof, is the Principal.

Depot Source of Repair—The authorized organic, contract, or combination of organic and contract activity(s) or facility(s) that performs, or is planned to perform, depot-level repair on a system/sub-system/end item.

Director of Propulsion (DoP)—Key leadership position designated with authorities as defined in AFI 63-101/20-101, and held by the AFLCMC Propulsion Director.

End Item—Final combination of systems, sub-systems, components, parts, and other materiel ready for its intended use.

Fit—Involves the manner in which an asset physically attaches to, or integrates with, an adjacent component or higher level assembly. For hardware assets, fit involves such things as mechanical and electrical attachment points and methods (e.g., connectors, mounting trays, equipment racks, etc.). For firmware and software assets, fit involves the manner in which computer code is installed into its host platform, system, or sub-system.

Form—Involves the physical properties and manufacturing characteristics of an asset. For hardware assets, form includes size, shape, weight, and appearance, as well as materiel properties, treatments, finishes, and production tolerances. For firmware and software assets, form includes items such as computer language and the media that the application is hosted on.

Function—Involves the manner in which the asset operates, performs an intended action, or provides a designated capability.

Integrated Process Team—A multi-disciplinary group of individuals, who are collectively responsible for delivering a defined process. The team is composed of personnel who plan, execute, and implement life cycle decisions for the system being acquired. It includes empowered representatives (stakeholders) from all of the functional areas involved with the process (i.e., design, manufacturing, test and evaluation, logistics personnel, and especially, the customer). Because the activities relative to a system's acquisition change and evolve over its life cycle, the roles of various process teams and its members evolve.

Level of Repair Analysis—A prescribed procedure for defense logistics planning. It is conducted to determine the best, most efficient and effective echelon to perform maintenance on systems/subsystems/end items.

Maintenance Activation Planning Team—A group of SMEs, who support the DMAWGs in activating organic depots for new workloads. The team is established using the integrated product development philosophy.

Modification—Change to the form, fit, function, or interface of an in-service AF hardware or software configuration item.

Modification Follow-on—New components or altered components that will require long-term follow-on depot maintenance.

Modification Installation—The act of installing modifications of a weapon system, item, component, system, or sub-system.

New Acquisition—Any system, sub-system, component, item, or software that will result in a new requirement for depot-level maintenance.

Organic—Depot-level maintenance performed by a Military Department under military control utilizing government-owned or government-controlled facilities, tools, test equipment, spares, repair parts, and military or civil service personnel regardless of location or type of funds supporting the workload. Depot-level maintenance support by one Service for another is considered organic within the DoD.

Overseas Workload Program—DSORs are required for any SOR that involves the potential for accomplishment of depot-level maintenance by a source outside of the United States.

Principal—The military service, federal department, or agency receiving depot-level maintenance support from an Agent.

Product Support Manager—The individual responsible for managing the package of support functions required to field and maintain the readiness and operational capability of major weapon systems, sub-systems, and components.

Program Manager—The individual responsible and authorized to accomplish program objectives for development, production, and sustainment in order to meet the user's operational needs. Individual is also accountable for credible cost, schedule, and performance reporting to the Milestone Decision Authority.

Source of Repair Assignment—An iterative process used to address AF depot-level maintenance requirements and the locations to provide the maintenance. The process complies with the requirements contained in 10 USC §§2366a & b, 2464, and 2466, and applies to new acquisition and fielded systems. It begins at program initiation with a determination of the requirement for Core depot-level maintenance and repair capabilities, and the identification of Candidate Depot(s). The process continues throughout the life cycle for sustainment planning and best value analysis. It culminates with a sustainment strategy determination and applicable SOR locations. The results are coordinated across the DoD Services and are documented as a DSOR. The coordinated DSOR document is submitted to the acquisition office for action and inclusion in the Life Cycle Sustainment Plan.

Sub-system—A combination of equipment, groups, etc., performing operational functions within a system. Sub-systems form the major subdivisions within a system.

System—A functionally, physically, and/or behaviorally-related group of regularly interacting or interdependent elements, for which the group of elements form a unified whole.

Technology Maturation and Risk Reduction—The second phase of the Defense Acquisition Management framework. It is initiated by a successful MS-A decision, and its purpose is to reduce technology risk and to determine the appropriate set of technologies to be integrated into the full system. This effort is normally funded only for advanced development work and does not mean a new acquisition program is initiated.

Workload Adjustment—Workload adjustment may be identified by a 20 percent or more change in workload hours/cost. The change in workload requires expansion of current or new repair capabilities.

Workload Shift—A permanent change in the officially-designated SOR or source of modification, and can only be accomplished through the DSOR process when such change involves an organic depot.

Attachment 2

SAMPLE DEPOT ACTIVATION CHECKLIST

Table A2.1. Sample Depot Activation Checklist.

Depot Activation Checklist	Yes	No	In- Work	N/A
DSOR			WUIK	
DMAWG				
DMAWG Charter				+
Maintenance Activation Planning Team (MAPT)				
Depot Maintenance Activation Plan - Weapon System Level				
Activation Priority List				
Funding				
Group Point of Contact				
Group Establishes Integrated Process Team				
Depot Maintenance Activation Plan - Line Replaceable Unit / Shop Replaceable Unit level				
Partnering Agreement (if necessary)				
Common Reparable Item DID/Recommendations Elevated				
Maintenance Activation Planning Team				
MAPT Leads				
HQ AFMC/A4/10				
ALC				
Owning Major Command				
Contractor (Non-Voting)				
Review Program Funding				
Check into Funding				
What Kind of Money				
How Much is Available				
Review Funding Dollars (are they adequate)				
Involve Financial Management				
Contact Other ALC Sub-Groups				
Aware of Any Funding Concerns				
Resolve Any Funding Issues				
Develop/Submit Budget				
Budget is Built				
Budget is Submitted				
Forms Required (Military Interdepartmental Purchase Requests)				
Facilities				
Building				
Review Existing/Projected Facilities and Availability				

Produce Office or Shop Layouts			
Determine Facility Requirements	+ +		
Identify/Provide Budget Submission Facility Alternatives			
Obtain Funding for Project Engineer			
Possible Shop Rearrangement with Project Engineer	1		
Security Requirements			
Hazardous Facilities			
Special Work Areas			
Common Administrative Area			
Secure Storage Area			
Shipping and Receiving Area			
Office Space			
Equipment			
Test Equipment			
Common Equipment			
Test Program Sets			
Workstations			
Workstation Tooling			
Workstation Computers			
Computers and Computer Peripherals			
Management Computers			
Engineering Computers			
Analyze Existing/Projected Manpower and Availability			
Support for Support Equipment		<u> </u>	
Test Measurement, Diagnostic, and Equipment Determination			
Calibration Requirements			
Tooling and Fixtures			
Environmental/Biological/Hazardous Materials/Fuels			
Ensure Support Equipment is Authorized on Table of Allowance			
Test Station Support/Warranty			
Software/Engineering Support			
Analyze Existing/Projected Manpower and Availability			
Technical Data Requirements			
Data Available, Proprietary Data, Re-engineering Requirements			
Technical Data (Program Office/Contractor)			
Identify Technical Data	† †		
Process Technical Data			
In Process Reviews (preliminary reviews)			
Validation			
Verification	† †		
Requisition Technical Data	1		
Install Technical Data Access Computers	+ +		
Distribute Technical Data	+ -		
Distribute Technical Data			

Manpower (OBWW)			
Provide Manning Requirements			
Identify Workload/Timetable Requirements			
Hiring Time			
Available Sources			
Special Skills Needed			
Forms Required			
Signature(s) Required			
Depot Job Descriptions			
Supervisor			
Supply/Inventory Specialist			
Shipping and Receiving Specialist			
Technician			
Test Technician			
Analyze Existing/Projected Manpower and Availability			
Training		<u> </u>	
Determine Skill Level of Personnel			
Establish Training Schedule			
Production Shops			
Coordinate Training Dates			
In-house Training/Development			
206 Contractor Temporary Duty			
Establish On-going Training to Maintain Skill Level			
Professional Assessment and Certification			
Quality			
Work with Quality Assurance			
Current Quality Programs Adequate			
Workloading			
Identify Program Manager			
Identify Estimated Workload to Manpower Sub-groups			
Establish Program Control Number (PCN)/Resource Control			
Center (RCC) Mix in G004C for Permanent Workload			
Update Intelligent Definition Language IDLF/EFF in G004C for			
the RCCs			
Schedule Express			
Resolve Funding Issues			
Planning	1	,	
Identify/ Involve Planner and Scheduler			
Prototype Labor Standard			
206 Prototype			
Repair Parts Provisioning/Forecasting			
Production Requirements			
Production Control Number			

[1		1
Work Control Documents			
Establish Enhanced Information Support Plan			
Material Requirements			
Full Range Listing			
Computer Requirements			
Identify Cost Class			
Parts and Material Provisioning			
Identify/Involve Material Support Specialist			
Spare Requirements			
Initiate Paperwork			
Initiate /Set Special Levels			
Identify and Expedite Critical Items			
Stocklist Spare Parts			
Order Spare Parts			
Identify Hazardous Direct/Indirect			
Coordinate AFMC 521 for Shop Authorization for Hazardous			
Material			
Obtain Hazardous Material			
Support Equipment Material			
Establish Shop Material Support Procedures			
Determine Space Requirements			
Obtain Additional Storage Area (if necessary)			
Time to Declare Organic Repair		·	
Information Assurance Strategy Document Must be Completed			
and Signed Before Turning Over to Sustainment			
Perform a Maintenance Demo/First Article Test			
Validation/Verification			
Schedule Meeting with Shop Manager, Scheduler, Planner,			
Workloader Turn Work Over to Shop; They Sign Agreement that			
Work is Now in Their Possession. Sign Depot Organic Capability			
Memorandum and send to Program Manager/PSM for			
submission.			
Complete Depot Organic Capability Memorandum			
Submit Depot Organic Capability Memorandum to HQ/AFMC A4/10			
Upload Depot Organic Capability Memorandum in DSOR AMS			
Activation Complete			