DEPARTMENT OF THE AIR FORCE
Headquarters US Air Force
Washington DC 20310-2500

ANGMS 211000

15 March 1994

QUALITY ASSURANCE

1. **Objective.** As prescribed in AFI 38-201, Air Force Manpower Determinent (AFMD) System, formerly designated as AFR 8-10, this ANGMS quantifies the full-time manpower requirement to accomplish the tasks described in the work center description (WCD) for varying levels of workload volume.

2. **Authority.** ANG Regulation 66-14 contains Air National Guard policy and procedural guidance for the Quality Assurance work center. This ANGMS has been developed in accordance with procedures contained in AFPAM 38-208, Air Force Management Engineering Program (MEP) Processes, formerly AFR 25-5. This ANGMS is a result of a functional review.

3. **Applicability.** This standard applies to all flying units of the Air National Guard except 162 FG, Tucson AZ, 184 FG, Wichita KS, 114 FS, Klamath Falls OR, and 124 RG, Boise ID. This standard applies to peacetime operations only.

4. **Standard Data:**
   a. Classification. Type II
   b. Approval Date. 30 Oct 90.
   c. Man-hour Data Source. Operational Audit (historical record and technical estimate technique).
   d. Standard Man-hour Equation. $Y = 188.8 + 3.125X$
   e. Workload Factor:
      (1) Title. A full-time personnel subordinate to the Deputy Commander for Maintenance (DCM) staff.
      (2) Definition. Total number of authorized personnel subordinate to the DCM staff. This count includes all authorized manpower in FACs 22XX, 23XX, 24XX, and 25XX.
      (3) Source of Count. For FACs 22XX, 23XX, 24XX and 25XX, use the authorizations shown in the Support Personnel Manning Document (SPMD).

5. **Application Instructions.**
   a. The valid man-hour range for this ANGMS is 397.02 through 939.00.
   b. The AF Form 1113, Standard Manpower Table, is an aggregate of total manpower by specialty title and AFSC. The application instructions are as follows:
      (1) Obtain the most current WLF value as instructed in paragraph 4 above.
      (2) Substitute this value into the man-hour equation for X.
      (3) Divide the total man-hours (Y) by the current MAF to determine total requirements. NOTE: To determine whole manpower requirements apply ANG standard application procedures using the Fractional Manpower Range Table.
      (4) Find the column in which the number of required authorizations falls; then read up and across the column to determine total manpower by AFSC.

6. **Statement of Conditions.** This work center's normal hours of operation are 8 hours a day, 5 days a week. There are no other standard of living constraints which affect the daily operation of this work center.

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2 Attachments
1. Work Center Description
2. Standard Manpower Table

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WORK CENTER DESCRIPTION

Quality Assurance

DIRECT:

1. INSPECTION PROGRAM:

1.1. PERFORMS QUALITY VERIFICATION INSPECTION (QVI). Performs QVI to verify satisfactory equipment condition following maintenance performed during fix or inspection action. Prepares inspection form.

1.1.1. PERFORMS POST-FLIGHT INSPECTION.

1.1.2. PERFORMS PRE-FLIGHT INSPECTION.

1.1.3. PERFORMS THRU-FLIGHT INSPECTION.

1.1.4. PERFORMS BASIC POST FLIGHT INSPECTION.

1.1.5. PERFORMS PERIODIC INSPECTION (150 HOUR).

1.1.6. PERFORMS MISCELLANEOUS INSPECTION.

1.1.7. PERFORMS ENGINE AND AIRCRAFT LUBE/WASH/CORROSION CONTROL INSPECTION.

1.1.8. PERFORMS FOREIGN OBJECT DAMAGE PROGRAM INSPECTION.

1.1.9. PERFORMS POWERED AEROSPACE GROUND EQUIPMENT (AGE) INSPECTION.

1.1.10. PERFORMS ENGINE INSTALLATION INSPECTION.

1.1.11. PERFORMS NON-POWERED AGE INSPECTION.

1.1.12. PERFORMS ENGINE INSPECTION.

1.1.13. PERFORMS FIRE BOTTLE INSPECTION.

1.2. REVIEWS WORKCARD, CHECKLIST, CODE MANUAL, OR LOCAL PUBLICATION.

1.3. DEVELOPS AND MAINTAINS LOCAL WORKCARD OR CHECKLIST.

1.4. PERFORMS SPECIAL INSPECTION. Performs special recurring inspection to determine equipment condition or procedural compliance as directed by higher headquarters, air logistics center, or local Deputy Commander for Maintenance (DCM).

1.4.1. PERFORMS INSPECTION ON COMPOSITE TOOL KIT (CTK).

1.4.2. PERFORMS HOUSEKEEPING INSPECTION. Performs periodic inspection of Maintenance facility, including inspection for adequacy of housekeeping, identification of safety and fire hazard, and identification of equipment and facility condition requiring maintenance and repair; inspects assigned flight line area, dock, or maintenance equipment. Prepares report and recommendation for corrective action.

1.4.3. PERFORMS, INITIATES, AND VERIFIES ONE TIME DIRECTED INSPECTION.

1.4.4. PERFORMS TEST STATION INSPECTION.

1.4.5. PERFORMS SHOP EQUIPMENT INSPECTION.

1.4.6. PERFORMS USER CALIBRATION INSPECTION.

1.4.7. PERFORMS TECHNICAL ORDER SUBACCOUNT INSPECTION.

1.4.8. PERFORMS DOCUMENTATION INSPECTION.

1.4.9. PERFORMS VERIFICATION OF TIME COMPLIANCE TECHNICAL ORDER (TCTO) ACCOMPLISHMENT INSPECTION.

1.5. MONITORS SPECIAL PROGRAM. Monitors special program to ensure and enhance the quality within the maintenance activity.

1.5.1. MONITORS SAFETY PROGRAM.

1.5.2. MONITORS FOREIGN OBJECT DAMAGE (FOD) PROGRAM.

1.5.3. MONITORS DROPPED OBJECT PROGRAM.

1.5.4. PERFORMS AS GENERATION EXERCISE MONITOR.

1.5.5. MAINTAINS MASTER FILE FOR SELF-INSPECTION/CROSS-FEED/CROSS TELL PROGRAM/ONE TIME INSPECTIONS.

1.5.6. PERFORMS IMPOUNDMENT PROGRAM.

1.5.7. INVESTIGATES/INITIATES REFERRAL FROM MAINTENANCE ANALYSIS.

1.5.8. INVESTIGATES ABORT/INCIDENT.

1.5.9. MANAGES WEIGHT AND BALANCE PROGRAM.

1.5.10. REVIEWS TCTO PROGRAM:

1.5.10.1. DETERMINES APPLICABILITY.

1.5.10.2. DISTRIBUTES TCTO TO APPROPRIATE WORK CENTER AND BASE AGENCY.

1.5.10.3. PERFORMS INITIAL TCTO COMPLIANCE INSPECTION AND FOLLOW UP IF REQUIRED.

1.5.10.4. REVIEWS PROGRAM. Reviews technical, managerial, and documentation relayed aspect of progress. Identifies deficiency to appropriate agency.

1.5.11. MANAGES AIRCRAFT ACCEPTANCE PROGRAM.

1.5.12. PERFORMS AS MODIFICATION PROGRAM FOCAL POINT.

1.5.13. ENSURES CONFIGURATION MANAGEMENT OF AIRCRAFT/EQUIPMENT IS MAINTAINED.

1.6. ADMINISTERS PRODUCT IMPROVEMENT PROGRAM:

1.6.1. PERFORMS MATERIAL DEFICIENCY PROGRAM.

1.6.2. PREPARES AFTO FORM 22, TECHNICAL ORDER SYSTEM PUBLICATION IMPROVEMENT REPORT. Performs critical review. Resubmits as necessary.

1.6.3. ADMINISTERS SOURCE, MAINTENANCE, AND RECOVERABILITY CODE CHANGE REQUEST.

1.7. PERFORMS MANAGEMENT INSPECTION/FOLLOW UP INSPECTION. Performs Management Inspection to ensure compliance with published directive. Conducts follow up.

1.8. ADMINISTERS FUNCTIONAL CHECK FLIGHT/HIGH SPEED TAXI PROGRAM.

2. DEPOT/CONTRACT FIELD TEAM PROGRAM. Performs as focal point for depot/contract field team to ensure the quality of depot/contract maintenance.

2.1. PERFORMS AS PROJECT OFFICER.

2.2. PERFORMS AS QUALITY ASSURANCE REPRESENTATIVE.

2.3. REQUESTS DEPOT ASSISTANCE.

3. QUALITY ASSURANCE SUMMARY (QAS). Compiles and analyzes QAS data. Prepares monthly QAS summary. Compounds quarterly.

4. SPECIAL PLANNING OR SCHEDULING:

4.1. PREPARES FOR UNIT TRAINING ASSEMBLY (UTA).

4.2. PREPARES FOR ANNUAL TOUR (AT).

4.3. PREPARES FOR MOBILITY PARTICIPATION.

5. QUALITY ASSURANCE CENTRAL TECHNICAL ORDER FILE. Manages Technical Order distribution system to ensure currency of technical data within the maintenance complex.

5.1. ESTABLISHES FILE. Establishes file. Maintains Quality Assurance subaccount functional technical order file.

5.2. REQUISITIONS PUBLICATION.

5.3. DISTRIBUTES TECHNICAL ORDER. Provides initial distribution, and redistribution activity for aircraft maintenance subaccount and Quality Assurance.

5.4. MAINTAINS MASTER AUTOMATED/MANUAL RECORD SET FOR TECHNICAL ORDER FILE.

5.5. TRAINS TECHNICAL ORDER DISTRIBUTION ACCOUNTS (TODAs). Performs update and initial/recurring training.

6. MAINTENANCE OPERATING INSTRUCTION (MOI) PROGRAM. Reviews MOI for administrative accuracy, technical content, and necessity. Coordinates with affected activity.

7. TECHNICAL GUIDANCE. Interprets technical data fvrom other agency. Acts as focal point for Maintenance agency for interpretation of Technical Order (T.O.) data. Provides guidance.

8. CONTINGENCYEXERCISE. Supports contingency/exercise.

9. STAFF ASSISTANCE. Performs staff assistance to collocated/noncollocated subordinate unit.

INDIRECT: Indirect work involves those tasks that are not readily identifiable with the work center's specific product or service. The major categories of standard indirect work are Supervision, Administration, Meetings, Training, Supply, Equipment Maintenance, and Cleanup. See 00AA for the standard indirect description.

STANDARD MANPOWER TABLE											
WORK CENTER/FAC Quality Assurance/211000			APPLICABILITY MAN-HOUR RANGE 397.02 - 939.00								
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT								
Aircraft	2A3XX	CIV	3	4	5	6					
TOTAL			3	4	5	6					
AIR FORCE SPECIALTY TITLE	AFSC	GRADE	MANPOWER REQUIREMENT								
TOTAL											

AF FORM 1113, Jun 91 (COMPUTER GENERATED). PREVIOUS EDITION IS OBSOLETE.