

UNCLASSIFIED//

R 110026Z OCT 12 INTERIM CHANGE 1 TO THE NAVAL AVIATION MAINTENANCE PROGRAM
COMNAVAIRPAC SAN DIEGO CA

TO AIG 428

INFO COMNAVAIRLANT NORFOLK VA

UNCLAS

PASS TO

COMNAVAIRPAC SAN DIEGO CA//N422/N422C/FILE// COMNAVAIRLANT NORFOLK VA//N41/N421//
SECINFO/U/-// MSGID/GENADMIN,USMTF,2008/COMNAVAIRFOR SAN DIEGO CA// SUBJ/INTERIM
CHANGE 1 TO THE NAVAL AVIATION MAINTENANCE PROGRAM /(NAMP)//
REF/A/DESC:DOC/COMNAVAIRFORINST 4790.2B/15MAY2012// REF/B/MSGID:CNAP SAN DIEGO
CA/DTG 310026Z JUL 12/-// REF/C/MSGID:CNAP SAN DIEGO CA/DTG 090026Z OCT 12/-//
NARR/REF A IS NAVAL AVIATION MAINTENANCE PROGRAM (NAMP). REF B IS AVIATION
MAINTENANCE ADVISORY 2012-10. REF C IS AVIATION MAINTENANCE ADVISORY 2012-10B.//
POC/W. AINSWORTH/GS-13/UNIT:CNAP N422C0 NAMP MANAGER /NAME:SAN DIEGO CA/TEL:COMM
619-545-1469/TEL:DSN 735-1469 /EMAIL:WILL.AINSWORTH@NAVY.MIL// GENTEXT/REMARKS/1.
SUMMARY: THIS INTERIM CHANGE UPDATES REF A, CHAPTER 5, CHAPTER 13, AND CHAPTER
15. THIS CHANGE REMOVES THE REQUIREMENT FOR ACTIVITIES USING NTCSS OPTIMIZED
OMA/IMA NALCOMIS TO MAINTAIN PAPER COPIES OF THE FOLLOWING LOGBOOK RECORDS:

A. MONTHLY FLIGHT SUMMARY (CNAF FORM 4790/21A) B. EQUIPMENT OPERATING RECORD
(CNAF FORM 4790/31A) C. INSPECTION RECORD (CNAF FORM 4790/22A) D. REPAIR/REWORK
RECORD (CNAF FORM 4790/23A) E. MISCELLANEOUS HISTORY (CNAF FORM 4790/25A) F.
PRESERVATION/DEPRESERVATION RECORD (CNAF FORM 4790/136A)

2. ACTIVITIES SHALL CEASE MAINTAINING PAPER COPIES OF THESE RECORDS NLT 01 JAN
2013. ACTIVITIES SHALL FOLLOW THE ALS VALIDATION PROCEDURES OF REFERENCES B AND C
PRIOR TO ELIMINATING MAINTENANCE OF PAPER COPIES.

3. THE FOLLOWING CHANGES TO THE NAMP, REF A, ARE EFFECTIVE IMMEDIATELY:

A. CHANGE THE "NOTE" TO PARAGRAPH 5.1.1.2.2A TO READ:

NOTE: ACTIVITIES USING NTCSS OPTIMIZED OMA NALCOMIS SHALL USE AND
UPKEEP THE AADB IN THE SYSTEM. ADDITIONALLY, WITH THE NTCSS
OPTIMIZED OMA NALCOMIS RELEASE 831 01.05.00 OR GREATER, THE
SA/DBA SHALL PERFORM A BACKUP OF ALL AIRCRAFT AADB SUMMARY
PAGES IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN
EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR
EXTERNAL HARD DRIVE. AT A MINIMUM, AADB SUMMARY PAGE BACKUPS
SHALL BE PERFORMED PRIOR TO THE FIRST EVENT OF THE FLIGHT
SCHEDULE AND AT THE END OF EACH SHIFT. REFER TO
[HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF
PORTAL FOR INSTRUCTIONS ON HOW TO SAVE AADB SUMMARY PAGES
USING .MDI FORMAT.

B. ADD THE FOLLOWING "NOTES" AFTER PARAGRAPH 5.2.1:

NOTES: 1. CM ALS SHALL BE THE PRIMARY SOURCE OF INFORMATION FOR ACTIVITIES USING NTCSS OPTIMIZED OMA/IMA NALCOMIS. THE FOLLOWING PAPER LOGBOOK FORMS ARE NOT REQUIRED TO BE KEPT IN THE AIRCRAFT LOGBOOK AND MAY BE DISPOSED OF PER PARA 5.2.1.9:

- A. MONTHLY FLIGHT SUMMARY (CNAF FORM 4790/21A)
- B. EQUIPMENT OPERATING RECORD (CNAF FORM 4790/31A)
- C. INSPECTION RECORD (CNAF FORM 4790/22A)
- D. REPAIR/REWORK RECORD (CNAF FORM 4790/23A)
- E. MISCELLANEOUS HISTORY (CNAF FORM 4790/25A)
- F. PRESERVATION/DEPRESERVATION RECORD (CNAF FORM 4790/136A)

2. AT A MINIMUM, THE ALS FOR EACH BUNO SHALL BE SAVED WEEKLY AND KEEP ON FILE FOR TWO WEEKS IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR EXTERNAL HARD DRIVE. REFER TO [HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF PORTAL FOR INSTRUCTIONS ON HOW TO SAVE ALS ITEMS USING .MDI FORMAT.

C. ADD THE FOLLOWING SUBPARAGRAPH "D" TO PARAGRAPH 5.2.1.9:

5.2.1.9D CM ALS PROCEDURES. ONCE ALL PAPER COPY RECORDS OF THE LOGBOOK/RECORDS OF AIRCRAFT/EQUIPMENT HAVE BEEN ENTERED INTO NTCSS OPTIMIZED OMA/IMA AND THE MO HAS VERIFIED VIA CM ALS MISCELLANEOUS HISTORY ENTRY, DISPOSE OF LOCALLY.

D. CHANGE PARAGRAPH 5.2.1.17.1.4.10 TO READ:

5.2.1.17.1.4.10 AIRCRAFT ACCEPTANCE AND TRANSFER. ACTIVITIES PERFORMING ACCEPTANCE AND TRANSFER INSPECTIONS ON AIRCRAFT WILL MAKE THE FOLLOWING ENTRY, "THIS DATE, THE MONTHLY FLIGHT SUMMARY FLIGHT HOURS IN PERIOD AND SINCE NEW WERE VERIFIED TO BE CORRECT". ACTIVITIES TRANSFERRING AIRCRAFT WILL ALSO MAKE THE FOLLOWING ENTRY, "AUTOMATED LOG SET VERIFIED TO BE SAVED TO CD-RW AND ENCLOSED IN THE MANILA ENVELOPE".

E. CHANGE PARAGRAPH 5.2.1.17.1.4.11 TO READ:

5.2.1.17.1.4.11 EQUIPMENT RECEIPT AND TRANSFER. ACTIVITIES RECEIVING AND TRANSFERRING EQUIPMENT WITH AN EQUIPMENT OPERATING RECORD WILL MAKE THE FOLLOWING ENTRY, "THIS DATE, THE EQUIPMENT OPERATING RECORD ACCUMULATED OPERATING HOURS WERE VERIFIED TO BE CORRECT". ACTIVITIES TRANSFERRING EQUIPMENT WILL ALSO ANNOTATE THE FORM WITH THE DATE, REASON FOR TRANSFER, ACTIVITY TRANSFERRED TO, JCN, SHIPPING DOCUMENT NUMBER, STAR/STATUS CODE (IF APPLICABLE) AND MAKE THE FOLLOWING ENTRY, "AUTOMATED LOG SET VERIFIED TO BE SAVED TO CD-RW AND ENCLOSED IN THE MANILA ENVELOPE".

F. CHANGE "NOTE 2" TO PARAGRAPH 5.2.3.1 TO READ:

NOTE: 2. CM ALS SHALL BE THE PRIMARY SOURCE OF INFORMATION FOR ACTIVITIES USING NTCSS OPTIMIZED OMA/IMA NALCOMIS. THE FOLLOWING PAPER LOGBOOK FORMS ARE NOT REQUIRED TO BE KEPT IN THE AIRCRAFT LOGBOOK AND MAY BE DISPOSED OF PER PARA 5.2.1.9:

- A. MONTHLY FLIGHT SUMMARY (CNAF FORM 4790/21A)
- B. EQUIPMENT OPERATING RECORD (CNAF FORM 4790/31A)
- C. INSPECTION RECORD (CNAF FORM 4790/22A)
- D. REPAIR/REWORK RECORD (CNAF FORM 4790/23A)
- E. MISCELLANEOUS HISTORY (CNAF FORM 4790/25A)
- F. PRESERVATION/DEPRESERVATION RECORD (CNAF FORM 4790/136A)

G. ADD THE FOLLOWING "NOTE 3" TO PARAGRAPH 5.2.3.1:

NOTE: 3. AT A MINIMUM, THE ALS FOR EACH BUNO SHALL BE SAVED WEEKLY AND KEPT ON FILE FOR TWO WEEKS IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR EXTERNAL HARD DRIVE. REFER TO [HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF PORTAL FOR INSTRUCTIONS ON HOW TO SAVE ALS ITEMS USING .MDI FORMAT.

H. ADD THE FOLLOWING "NOTES" AFTER PARAGRAPH 5.2.3.5.3:

NOTES: 1. ALL ALS FOR AIRCRAFT AND NON-INSTALLED AESR EQUIPMENT WILL BE TRANSFERRED ELECTRONICALLY AND VIA CD-RW FOR O-LEVEL REMOVAL FOR TURN-IN TO I OR D-LEVEL MAINTENANCE, AND I OR D-LEVEL TRANSFER TO SUPPLY OR O-LEVEL ACTIVITIES. THE CD-RW WILL BE STOWED IN THE MANILA ENVELOPE FOR THE AIRCRAFT LOGBOOK OR AESR.

2. REFER TO OOMA-SAM, APPENDIX H, FOR SPECIFIC PROCEDURES FOR TRANSFERRING ALS FROM ONE COMMAND TO ANOTHER. SA SHALL CONTACT SPAWARSYSCEN FLEET SUPPORT CENTER HELP DESK AT DSN 646-0534 OR COMM (757)443-0534, SSCN_HELPDESK@NAVY.MIL, OR SMTS WEB SITE ([HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil)).

I. CHANGE THE "NOTE" TO PARAGRAPH 5.2.3.5.8 TO READ:

NOTE: ACTIVITIES USING NTCSS OPTIMIZED OMA NALCOMIS SHALL USE AND UPKEEP THE AADB IN THE SYSTEM. ADDITIONALLY, WITH THE NTCSS OPTIMIZED OMA NALCOMIS RELEASE 831 01.05.00 OR GREATER, THE SA/DBA SHALL PERFORM A BACKUP OF ALL AIRCRAFT AADB SUMMARY PAGES IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR EXTERNAL HARD DRIVE. AT A MINIMUM, AADB SUMMARY PAGE BACKUPS SHALL BE PERFORMED PRIOR TO THE FIRST EVENT OF THE FLIGHT SCHEDULE AND AT THE END OF EACH SHIFT. REFER TO [HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF PORTAL FOR INSTRUCTIONS ON HOW TO SAVE AADB SUMMARY PAGES USING .MDI FORMAT.

J. CHANGE "NOTE 4" TO PARAGRAPH 13.2.10.1.8 TO READ:

NOTE: 4. ACTIVITIES USING NTCSS OPTIMIZED OMA NALCOMIS SHALL USE AND UPKEEP THE AADB IN THE SYSTEM. ADDITIONALLY, WITH THE NTCSS OPTIMIZED OMA NALCOMIS RELEASE 831 01.05.00 OR GREATER, THE SA/DBA SHALL PERFORM A BACKUP OF ALL AIRCRAFT AADB SUMMARY PAGES IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR EXTERNAL HARD DRIVE. AT A MINIMUM, AADB SUMMARY PAGE BACKUPS SHALL BE PERFORMED PRIOR TO THE FIRST EVENT OF THE FLIGHT SCHEDULE AND AT THE END OF EACH SHIFT. REFER TO [HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF PORTAL FOR INSTRUCTIONS ON HOW TO SAVE AADB SUMMARY PAGES USING .MDI FORMAT.

K. CHANGE "NOTE 3" TO PARAGRAPH 15.1.2.2.3 TO READ:

NOTE: 3. ACTIVITIES USING NTCSS OPTIMIZED OMA NALCOMIS SHALL USE AND UPKEEP THE AADB IN THE SYSTEM. ADDITIONALLY, WITH THE NTCSS OPTIMIZED OMA NALCOMIS RELEASE 831 01.05.00 OR GREATER, THE SA/DBA SHALL PERFORM A BACKUP OF ALL AIRCRAFT AADB SUMMARY PAGES IN MICROSOFT DOCUMENT IMAGING (.MDI) FORMAT ON AN EXTERNAL MEDIA SOURCE. FOR EXAMPLE, FLOPPY DISK, CD, OR EXTERNAL HARD DRIVE. AT A MINIMUM, AADB SUMMARY PAGE BACKUPS SHALL BE PERFORMED PRIOR TO THE FIRST EVENT OF THE FLIGHT SCHEDULE AND AT THE END OF EACH SHIFT. REFER TO [HTTPS://WEBNET.SCN.SPAWAR.NAVY.MIL](https://webnet.scn.spawar.navy.mil) FAQ SECTION OR THE CNAF PORTAL FOR INSTRUCTIONS ON HOW TO SAVE AADB SUMMARY PAGES USING .MDI FORMAT.//