



DEPARTMENT OF NAVY
NAVAL AIR SYSTEMS COMMAND
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS IN REPLY REFER TO
47123 BUSE ROAD, UNIT # _____
PATUXENT RIVER, MD 20670-1547

NASC ACC NOTE 13650
AIR-5.0D42-SECA-01-006/2112
31 January 2001

NASC ACC SECA PROCEDURE NOTE, SECA 01-006

From: Assistant Commander for Test and Evaluation (AIR-5.0D42)
To: Distribution

Subj: INDIVIDUAL MATERIAL READINESS LIST (IMRL) REVISION REQUEST,
NAVAIR FORM 13650/1

Ref: (a) NAVAIRINST. 13650.1C 16 Jan 92

1. Purpose. To provide policy and requirements for the submission of NAVAIR FORM 13650/1.
2. Supersedure. This NASC ACC SECA Procedure Note supersedes NASC ACC SECA PROCEDURE NOTE, SECA 006-8/1016 10 April 1998.
3. Scope. The provisions of this SECA Procedure Note apply to all activities supported by NASC ACC SECA.
4. Background. Reference (a) calls for the submission of NAVAIR Form 13650/1 for all IMRL support equipment allowance adjustments.
5. Action. Activities under the cognizance of this SECA are encouraged to submit NAVAIR Form 13650/1 for all allowance change requests for their IMRL; but, submissions will only be mandatory for three (3) occurrences, Deviation Adds, Tailoring above computed allowance, and Tailoring an allowance to a value of zero (0). Procedures for completing and initiating NAVAIR Form 13650/1 are to remain in accordance with reference (a). Tailoring an allowance to a value of zero (0) will require additional justification in block 15 as follows:
 - a. Is there a work-around in place and if so what are the procedures.
 - b. Asset is not required to perform maintenance and Source Data needs corrected.
 - c. List code was employed for component workload and item(s) are not required for that particular portion of the

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workload.

d. RDT&E projects dictate the asset(s) as non-essential.

When an activity has a situation not covered above and still wants to tailor to zero (0), the request must be accompanied by sufficient documentation to justify the tailoring. Without sufficient documentation, the request will be considered as unauthorized maintenance practice and will be returned disapproved.

Ensure each form is serialized for tracking purposes. Serial numbers will be six characters; beginning with the last two digits of the calendar year followed by a dash then by incrementing numbers, i.e. the serial number of the first form for a given activity in the calendar year 2001 will be 01-001, the second serial number will be 01-002 and so forth.

6. Cancellation. This NASC ACC SECA Procedure Note is effective until superseded by a revision, or is otherwise canceled.

C. E. Neeley
By direction

Copy to: COMNAVAIRSYSCOM PATUXENT RIVER MD (PMA260EA)