CORE AUTOMATED MAINTENANCE SYSTEM DATA INTEGRITY TEAM (DIT)

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

This instruction implements AFPD 21-1, Managing Aerospace Equipment Maintenance and PACAFI 21-101, Maintenance Organization and Procedures. It establishes guidelines for establishing a data integrity team (DIT) program for 15 ABW to evaluate, isolate, and eliminate Core Automated Maintenance System (CAMS) data documentation errors. This instruction is written to reflect current policies and procedures, and to establish clear guidelines to compare active aircraft AFTO Form 781 series (aircraft forms) to CAMS data entries. It incorporates the requirements to compare Maintenance Operations Center/Debrief documentation entries against what discrepancies are being recorded and reported via CAMS. This instruction applies to the 15th Aircraft Maintenance Squadron (AMXS) and their respective squadrons.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

1. RESPONSIBILITIES.

1.1. Maintenance Data Systems Analysis Section (15 AMXS/MXOA) is the office of primary responsibility for the DIT and will ensure an effective program is maintained. All units documenting maintenance in CAMS, including Maintenance Data Systems Analysis (MDSA), are required to assign personnel to serve as DIT members working out of their respective areas. The DIT evaluates CAMS job data documentation (JDD) accuracy daily, CAMS versus aircraft forms accuracy periodically, and Maintenance Operation Center/Debrief documentation errors. It is imperative that JDD be as accurate as possible. JDD identifies maintainability and reliability problems, determines labor expenditures, verifies equipment maintenance schedules, and inventories information for maintenance actions required on a calendar basis. It also provides information relating to equipment failures, discrepancy

information, configuration status accounting, accounts for modification to Air Force equipment, validates inspection requirements, and identifies production information.

2. DIT COMPOSITION.

2.1. The DIT consists of a Maintenance Data System Analysis representative and representatives from assigned squadrons. DIT representatives will be selected within each squadron by appropriate supervision. Selected members should perform their duties within their respective squadrons for the entire period. Recommended tenure length of selected members is at least six months with a 1-week turnover period at the end of that period for continuity purposes. Representatives should be at least 5-levels, with at least 1-year concurrent experience with CAMS, and have attended the training provided by Maintenance Analysis regarding DIT processes. Participation is also required from 65th Plans Scheduling & Documentation, Maintenance Operations Center, Engine Management Branch, Quality Assurance (QA), and tenant organizations.

3. DIT OPERATION.

3.1. The DIT team will meet three times per week ensuring 100% verification of data accuracy/error correction. The requirements for the DIT team meetings can be met through electronic processes provided 100% verification of data is achieved and no serious data accuracy problem is determined by MDSA. MDSA will run the Maintenance Action Review Reports (CAMS TRIC QBR) daily by 1300 and upload into an Access application. Work center supervisors have until 0800 the following duty day to review the previous day's data using screen 100 and clear errors prior to the team's review.

3.2. DIT Team members will review the DIT Front End database daily for errors. The database includes all documented maintenance actions and provides a report with all identified errors by work center. DIT members will work with work centers to resolve discrepancies and request inputs from the appropriate QA, analysis representative, or other experts as required assisting with corrections.

3.3. Work centers have four days, including that DIT meeting day, to correct identified errors. Corrections should be annotated in the database as error corrected. DIT members must notify MDSA once all maintenance actions have been reviewed and errors have been corrected. Errors that cannot be corrected by the work center must be marked as not correctable so that the appropriate analysis representative can correct the error. After four days, or for any problems encountered making corrections, work centers or DIT team members must contact their respective functional representative for assistance.

NOTE: DIT members should not contact an analysis representative to correct "start/stop time" errors. Each returned copy of the error report should contain the inspecting individual's printed name, signed name, and date. Returned copies should also contain the total number of data documentation record (DDR) inspected, number of DDRs with errors, and the total number of errors for each category listed in paragraph **3.1.** per work center. MDSA will enter data in the number of corrected error category. Identified errors will be logged into DIT spreadsheets by Analysis Representatives and used for calculating daily initial error rates and tracking maintenance actions. MDSA members will verify corrections were made using CAMS screen 122. Corrections will be annotated in the DIT spreadsheets by MDSA and used in calculating corrected error rates. Analysts will periodically request QA spot check inspection of QBR reports to ensure the accuracy of DIT inspections.

4. CAMS DOCUMENTATION INSPECTION.

4.1. DIT members will inspect 100 percent of CAMS JDD from the prior day. The Data Base Manager (DBM) will provide the QBR either through paper copy or through use of the DIT database to accomplish the inspection. Reference Technical Order (T.O.) 00-20-2 and applicable -06 work unit code T.O. manuals for proper JDD guidelines. Identify all errors on the report for the following categories:

- Type Maintenance	- Component Position
- Work Unit Code	- Action Taken
- When Discovered	- How Malfunction
- Units Produced	- Category of Labor
- Start Date/Time	- Discrepancy Action Narratives
- Stop Date/Time	- Corrective Action Narratives

4.2. MDSA will annotate daily the total number of maintenance actions, errors, and types of errors for each unit and work center, in the DIT spreadsheet database as initial CAMS errors. Each DDR counts as one maintenance action evaluated. DDRs with errors will count as an incorrect maintenance action regardless of the number of errors found; however, all errors per DDR must be identified. Initial error rates are determined by calculating the number of DDRs with errors against the total number of DDRs.

4.3. The wing's goal is to maintain a monthly initial error rate less than three percent. Initial error rate calculation is automatic on the spreadsheet using the following criteria:

(Initial Errors / DDRs Evaluated) X 100 = Initial Error Rate

4.4. MDSA will use CAMS screen 122 to ensure errors were corrected and log them in the DIT spreadsheet database to be used in calculating corrected error rates. All errors per DDR must be corrected to count as a corrected maintenance action and will be tracked separately by category to help pinpoint squadron and work center problem areas.

4.5. The wing's goal is to maintain a monthly corrected error rate less than three percent. Corrected error rate calculation is automatic on the spreadsheet using the following criteria:

(Initial Errors - Corrected Errors / DDRs Evaluated) X 100 = Corrected Error Rate

4.5.1. DDRs with errors that cannot be corrected by the work center or their analysis representative will be identified as inaccurate. The analyst will tally both uncorrected error rates as well as corrected error rates.

4.6. MDSA will provide error numbers as part of the Quality Assurance Review Board (QRB) monthly, and provide error rates, categories, and shops making the errors. A copy of the previous month's error rate performance will be available in the Analysis Monthly Digest.

5. AIRCRAFT FORMS (AFTO 781A, 781J and 781K) VERSUS CAMS DOCUMENTATION.

5.1. QA DIT members will assist in performing inspections on active aircraft forms versus CAMS JDD.

5.2. DIT members will compare active 781A and 781K forms to CAMS screen 380. MDSA will make every effort in performing inspections in conjunction with QA inspections. If this isn't feasible, they will work with production superintendents in gaining access to available forms for inspection. Inspections will be on the following categories and the data must match:

5.2.1. Open discrepancies in CAMS must be in the aircraft forms, with the exception of TCTOs, inspections, etc., that are scheduled but are not yet due.

5.2.2. Open discrepancies in the aircraft forms must also be in CAMS.

5.2.3. Closed discrepancies in the aircraft forms must match JDD in CAMS. Use CAMS screen 122 to validate data in each discrepancy.

5.2.4. Condition symbols, when discovered codes, job control numbers, discrepancy narratives, employee numbers, and corrective action narratives (for closed jobs) must all match.

5.3. Each discrepancy checked counts as one item evaluated. Any errors in a discrepancy count as one error, regardless of the number found. Identified errors will be provided to the owning work center for correction.

5.4. MDSA will check all identified aircraft forms errors the following day to verify corrections were made.

5.5. The wing's goal is to maintain an initial monthly error rate of less than three percent. Error rate calculation is automatic on the spreadsheet using the following criteria:

(Errors / Discrepancies Evaluated) X 100 = Error Rate

6. MOC/DEBRIEF DOCUMENTATION.

6.1. DIT members will review MOC inputs to both status and inventory as well as ensure locally developed forms provided to wing members comprehensively cover aircraft status. The team will ensure the following data match:

6.2. DIT members will compare CAMS EST (460) against daily status sheets to ensure all status changes are reflected in the CAMS status and inventory subsystem. JDD will be used to cross-reference maintenance events.

6.3. Work unit codes (WUC) are recorded at the fourth and fifth digit for replacement of LRU/components and other maintenance performed at the lowest WUC level.

6.4. Debrief documented pilot reported discrepancies not loaded/correctly loaded at the 3 digit WUC subsystem level.

6.5. MOC/Debrief operational events (such as flying schedule deviations) not loaded correctly, or daily flying sortie schedule not loaded in CAMS at start of duty day.

MOC not issuing and tracking JCN for cannibalizations.

(Errors / Discrepancies Evaluated) X 100 = Error Rate

7. REPORTS AND BRIEFINGS.

7.1. MDSA will brief organizations on current error rates and problem areas as required. The Mainte-
nance Analysis Section will maintain historical records of error rates for each maintenance organiza-
tion in the wing for a period of two years.

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