

1 JUNE 1999

Logistics



**ICBM MAINTENANCE – MISSILE
MAINTENANCE OPERATIONS CENTER
(WING)**

NOTICE: This publication is available digitally at: <http://midway.spacecom.af.mil/pubs>. If you lack access, contact your Publishing Distribution Office (PDO).

OPR: LGM (Major Jeff E. Frankhouser)
Supersedes AFSPCCL20-7, 1 Feb 99.

Certified by: LG (Col John D. Ladieu)
Pages: 3
Distribution: F

This checklist reflects Command requirements for managers to prepare for and conduct internal reviews in the functional area of missile maintenance operations. It applies to the 576 FLTS and all ICBM units with a missile maintenance operations center.

SUMMARY OF REVISIONS

This checklist has been revised to correct an error in the authorization procedure for use of the code erase tool. A bar (|) indicates the revision from the previous edition.

1. References have been provided for each critical item. Critical items have been kept to a minimum and are related to public law, safety, security, fiscal responsibility and/or mission accomplishment. A pound sign (#) identifies Air Force common-core criteria (CCC) inspection areas listed in AFI 90-201. CCC items are also critical to the mission. While compliance with non-critical items is not related, these items help gauge the effectiveness/efficiency of the function.
2. This publication establishes a baseline checklist. The checklist will also be used by the Command IG during applicable assessments. Use the checklist at **Attachment 1** as a guide only. Add to or modify each area as needed to ensure an effective and thorough review of a unit's Missile Maintenance Operations Center function.

JOHN D. LADIEU, Col, USAF
Director of Logistics

Attachment 1

ICBM MAINTENANCE – MISSILE MAINTENANCE OPERATIONS CENTER (WING)

Table A1.1. Checklist.

<p>MISSION STATEMENT: Implement the daily maintenance plan and coordinate requirements for unscheduled maintenance actions. Coordinate all maintenance efforts performed by missile maintenance personnel. <i>Note:</i> All references are from AFSPCI 21-11401 unless otherwise specified.</p>			
1.1. CRITICAL ITEMS:	YES	NO	N/A
1.1.1. Are maintenance priorities assigned IAW AFSPCI 21-11401, Atch 3? (Para 2.3.3.4.)			
1.1.2. Does MMOC enter all priority 1-4 work orders into the Improved Maintenance Management Program (IMMP) and ensure their accuracy? (Paras 2.3.1.11.1. and 2.3.3.5.)			
1.1.3. Does MMOC monitor the status of each launch facility (LF)/missile alert facility (MAF), spare missile(s), and designated mission support equipment (MSE) and vehicles? (Para 2.3.3.8.)			
1.1.4. # Does MMOC coordinate requirements for unscheduled maintenance actions? (Paras 1.19.3., 2.3.3.9. and 2.3.3.11.)			
1.1.5. Does MMOC notify Command Post (CP) of situations that impact alert posture, Airborne Launch Control Center (ALCC) systems tests or any other anomalies? (Para 2.3.3.14.)			
1.1.6. Are quick reference checklists developed, coordinated, and maintained for EWO actions, mishaps, severe weather warnings, disasters and evacuations? (Para 2.3.3.16.)			
1.1.7. Does the MMOC report mission capable (MICAP) conditions to Materiel Control? (Para 2.3.3.17.)			
1.1.8. Does the MMOC accomplish accurate and complete briefings/debriefings, if not accomplished in the workcenter? (Para 2.3.3.23.)			
1.2. NONCRITICAL ITEMS:	YES	NO	N/A
1.2.1. Are procedures established for assigning job control numbers? (Para 2.3.3.2.)			
1.2.2. Does the MMOC obtain Flt CC/Supt approval prior to diverting technicians? (Para 2.3.3.10.)			
1.2.3. Does the MMOC monitor technician timelines and are applicable Flt CC/Supts kept informed? (Para 2.3.3.12.)			
1.2.4. Does the MMOC obtain approval from OSKC for any operation requiring use of the code-erase tool? (Para 2.3.3.15.)			

1.2.5. Does the MMOC obtain Logistics Operations Flt CC/Supt approval prior to directing mass remote starting of standby power systems? (Para 2.3.3.19.) (N/A 576 FLTS)			
1.2.6. Does the MMOC monitor availability of spare Missile Guidance Sets (MGS)/Missile Guidance and Control Sets (MGCS)? (Para 2.3.3.21.)			