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**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 21-102**

**19 JULY 1994**

**Maintenance**

**DEPOT MAINTENANCE MANAGEMENT**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: HQ USAF/LGMM (Mr Ed Koenig)  
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This instruction implements AFR 21-1, Managing Aerospace Equipment Maintenance, and Department of Defense (DoD) Directive 4151.18, Maintenance of Military Materiel, August 12, 1992. It provides guidance and procedures for the management of Air Force depot maintenance activities. It directs Air Force Materiel Command (AFMC) to develop and maintain a depot maintenance support programming system for depot maintenance planning during peacetime, periods of increased tension and emergencies. It states policies for business planning, workload source determinations and organic manufacturing. Attachment 1 is a glossary of references, abbreviations, acronyms, and terms.

**SUMMARY OF REVISIONS**

This revision aligns the instruction with AFR 21-1 and guidance pertaining to depot maintenance activities contained in DoD Directive 4151.18. It rescinds reporting requirements of RCS: HAF-LGM(SA)8901, Electronic Countermeasures (ECM) POD and Support Equipment Report.

# Chapter 1

## RESPONSIBILITIES

### 1.1. HQ USAF Responsibilities:

#### 1.1.1. HQ USAF/LGM:

- Provides overall program policy and guidance.
- Oversees supporting organizations' execution of Air Force policy as detailed in this instruction and AFPD 21-1.
- Coordinates program actions and recommendations which require HQ USAF approval.
- Coordinates with HQ AFMC to resolve specific program problems.
- Reviews, coordinates, approves and forwards to CSAF for final approval the required documents as outlined in attachment 3 of this instruction.
- Ensures that a copy of all country-to-country documents concerning the assignment of depot maintenance workloads is provided to the workload focal point in AFMC.

1.1.2. HQ USAF/LGM and HQ USAF/LGS jointly review financial planning, validate budget estimates, and justify maintenance requirements to higher levels.

1.1.3. HQ USAF/LGMM and HQ USAF/LGXX(LRC) evaluate and respond to all requests for waivers from reporting according to AFMAN 10-206, *Reporting Instructions* .

### 1.2. HQ AFMC Responsibilities:

#### 1.2.1. HQ AFMC:

- Ensures successful management and execution of a comprehensive depot maintenance program for all Air Force managed equipment in accordance with existing Air Force guidance detailed in AFPD 21-1 and this instruction.
- Develops the most responsive and economical mix of depot support for items acquired by the Air Force. Ensures development and retention of a core capability during peacetime which can respond readily to the Air Force's wartime mobilization (surge) needs by maximizing repair and supply of serviceable assets to forces engaged in combat or contingency actions.
- Develops and maintains a methodology for assessing organic depot maintenance minimum level requirements and making depot maintenance source of repair (SOR) determinations in accordance with criteria established by DoD Directive 4151.18 and this instruction.
- Develops financial planning and prepares budgets for depot maintenance programs. Maintains an on-going productivity and work specification program in conjunction with reviews and maintenance of labor standards to ensure performance to budget.
- Manages a program to acquire modern depot facilities and equipment, including new technologies, production enhancements, and development of consolidated support facilities essential to meet logistics support needs of the Air Force.
- Develops and maintains a surge contingency plan. This plan contains guidance and procedures for a highly responsive capability to accelerate, surge, or compress depot level maintenance.