

**BY ORDER OF THE COMMANDER
HILL AIR FORCE BASE (AFMC)**



**AFMC INSTRUCTION 21-119
HILL AIR FORCE BASE
Supplement 1
3 MAY 2002**

Maintenance

**OBJECTIVE CENTER/TEST WING AIRCRAFT
MAINTENANCE MANAGEMENT POLICY**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Pages: 3

Distribution: F

This supplement implements provisions of AFI 21-124, *Air Force Oil Analysis Program*, AFMCI 21-119, *Objective Center/Test Wing Aircraft Maintenance Management Policy*, T.O. 33-1-37; and AFMAN 37-139, *Records Disposition Schedule*. It establishes procedures and responsibilities for obtaining, documenting, and submitting oil samples in support of Joint Oil Analysis Program (JOAP) activities. This supplement applies to all JOAP users within the F-16 Aircraft Division (OO-ALC/LAF), A-10 Aircraft Division (OO-ALC/LAA), Power Systems Management Division (OO-ALC/LIP), Maintenance Division (OO-ALC/LMS), Laboratory Branch (OO-ALC/TIEL), Nondestructive Test Inspection (NDI) Lab (388 EMS/LGMFN), NDI (419 MXS/LGMFN), and Transient Alert located in the Current Operations Flight (75 OSS/OSC). Maintain and dispose of records created as a result of prescribed processes in accordance with (IAW) AFMAN 37-139.

AFMCI 21-119, 12 June 2000, is supplemented as follows:

23.55. The object of the Air Force Oil Analysis Program (OAP) is to detect incipient oil operated aeronautical equipment failures before serious malfunction or damage occurs. This is achieved by monitoring the physical properties of the used lubricants and the concentration of wear metals in the oils used to lubricate or power the mechanical systems. To monitor lubricant/fluid conditions, the center laboratories for the OAP use atomic emission spectrometric wear metal analysis. Physical properties testing; i.e., viscosity, water contamination, and level of additives is used to supplement the wear metal analysis. Hill AFB has multiple OAP laboratories and organizations requiring their services. Interaction between coverage arrangements, scheduling,

etc. is covered using a Memorandum of Agreement (MOA) between those facilities and organizations. Utilization of the OAP facilities by those requiring analysis services will be handled IAW TO 33-137, AFMCI 21-119, this OI, and a current MOA for the JOAP support on Hill AFB.

23.55.11. (Added). Duties of OO-ALC/TIEL:

23.55.11.1. Manage the OAP for the center.

23.55.12. (Added). Duties of personnel in OAP for center laboratories (388 EMS/LGMFN, 419 MXS/ LGMFN, and OO-ALC/TIEL).

23.55.12.1. Log the sample information into a sample tracking system.

23.55.12.2. Analyze the oil samples submitted IAW TO 33-1-37.

23.55.12.3. Complete DD Form 2026, **Oil Analysis Report**, record the analysis results on DD Form 2027, **Oil Analysis Record**, and notify the customer of the analysis results.

23.55.12.3. Have the results available within 15 minutes of the completion of the analysis.

23.55.12.4. Ensure the appropriate engine OAP monitor receives notification within 2.5 hours for samples received during working hours (0600- 1700 hrs), and 4.0 hours for samples received after duty hours. A written report within 24 hours will be provided upon request.

23.55.13. (Added). Duties of personnel in OAP for center organizations.

23.55.13.1. Responsibilities of Center OAP Users.

23.55.13.1.1. Provide a copy of the letter designating the OAP monitor and alternate to OO-ALC/TIEL. This designation will be updated annually or when changes occur.

23.55.13.1.2. Establish an internal accounting/record keeping system to ensure that all samples in the OAP are taken correctly and on time, identified properly with completed paperwork, and expedited to the oil analysis laboratory as instructed in TO 33-1-37, Volumes 1-3. These records will be disposed of after three months IAW AFMAN 37-139, Table 21-7, Rule 2.

23.55.13.1.3. Ensure a prompt response is provided to laboratory requests for samples or to recommendations.

23.55.13.1.4. Document records that personnel have received the training required for sampling; i.e., when and how to take samples, preparation of paperwork, sample submissions, etc.

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