

DATA ITEM DESCRIPTION

Title: Time Compliance Technical Order (TCTO) Reporting

Number: DI-MGMT-81325A

Approval Date: 20060519

AMSC Number: F7568

Limitation:

DTIC Applicable: No

GIDEP Applicable: No

Office of Primary Responsibility: F/OC-ALC/448EPSG PE

Applicable Forms: AF Form 1559, AF Form 41, DD Form 2875

Use/relationship: TCTO reporting is required to report modifications and changes to engines and assemblies to the Comprehensive Engine Management System (CEMS). TCTO reporting ensures that the worldwide inventory is complete and accurate.

a. This Data Item Description (DID) contains the requirements, to include access to the Internet, Air Force Portal, Global Integrated Maintenance Management System (GIMMS) Application and D042 (Comprehensive Engine Management System (CEMS)) mainframe for the purpose of reporting TCTO status for engines. It also contains the format and content preparation instructions for the data reporting generated by the specific and discrete task requirement as delineated in the contract.

b. This DID is applicable when contractors report TCTO status data to CEMS.

c. Publications referenced below are available on the CEMS web site, <https://cews.tinker.af.mil>, at the Oklahoma City Air Logistics Center (OC-ALC) 448 Eagle Propulsion Sustainment Group/PE (CEMS Division), Tinker AFB, OK. This is a secure web site, but can be accessed by providing information requested after clicking on "CLICK HERE".

d. This DID supersedes DI-MGMT-81325.

Requirements:

1. Reference Documents: The applicable issue of the documents cited herein, including their approval dates and dates of any applicable amendments, notices, and revisions, shall be as specified in the contract. Definitions and/or descriptions of the various data codes authorized for entry in the specified blocks of the Air Force Form 1534 are contained in United States Air Force Technical Order (T.O.) 00-25-254-1.

2. Format. Contractor format is acceptable for electronic reporting. Manually prepared data shall be in the format outlined on AF Form 1559.

3. Content. Inputs to CEMS: In order to accomplish the required access to systems for the purpose of reporting as referenced above, the following is required:

a. A minimum of a favorable National Agency Check (NAC) is required for any contractor accessing a Department of Defense (DoD) Information System. Procedures concerning Industrial Security Clearances and Investigations can be found at <http://www.dss.mil/epsq> or http://www.dss.mil/isec/psc_contractors.htm.

b. An AF Form 41 must be completed and faxed to Commercial 334 416-1040 to obtain an AF Portal account. The Form 41, as well as additional information may be obtained at <https://www.my.af.mil>, by accessing "View Account Requirements".

c. After AF Portal access is obtained, a DD Form 2875 and a Nondisclosure Statement must be completed requesting access to CEMS and GIMMS and forwarded to the CEMS Program Office. The form and Nondisclosure Statement may be downloaded from <https://cews.tinker.af.mil>, by clicking on the “Forms” folder and clicking “System Access”. Instructions are included with the form.

d. In order to access GIMMS via the Internet, Port 992 must be opened on the user’s firewall. The CEMS Program Office (405) 736-7630, should be contacted for further information.

3.1. Specific Instructions. The AF Form 1559 shall contain the following:

- a. Transaction Code. The TCTO status update code 7S is preprinted.
- b. Sequence Number. The sequential control number assigned to each report prepared
- c. Configured Item Identifier (CII). The CII of the item being reported.
- d. Data Code. The seven (7) position data code obtained from the upper right corner of the TCTO cover page.
- e. Status/How Malfunction (HOW MAL). For mail-in and direct line reporting this shall be the two (2) position status code. For all other reporting methods this shall be the three (3) position HOW MAL code.
- f. Status Date. The julian date that TCTO compliance or status change was accomplished.
- g. Accomplishing Stock Record Account Number (SRAN). The SRAN assigned to the reporting activity.
- h. Command. The applicable major command (MAJCOM) and subcommand codes or contractor command code for the reporting activity.
- i. Actual Manhours. The number of manhours expended to accomplish the TCTO.
- j. Reversal Code. An “X” reverses TCTO status from closed (codes 01-05) to open (codes 06-18).
- k. Reversal Hours. The actual number of manhours to the nearest tenth of an hour.
- l. Work Center. The five (5) position work center code that identifies the organization within the SRAN that performed the TCTO action (May not be applicable to contractor reporting.)
- m. Work Order Number. The eight (8) position work order number. (May not be applicable to contractor reporting.)
- n. Serial Number. The item serial number.
- p. Error Sequence Number. The sequence number from the transaction for which an error is being submitted.
- q. Old Part Number. The current part number of the item to be modified. For non-parts tracked engines, this is the type, model, series, mission (TMSM) in lieu of the part number.

r. New Part Number. The new part number when the TCTO directs re-identification to a new part number upon compliance. The new TMSM in lieu of the part number for non-parts tracked engines.

s. Remarks. An entry is not required for reporting to CEMS.

4. End of DI-MGMT-81325A.