

NOTICE OF  
CHANGE

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MIL-STD-2039(SH)  
NOTICE 1  
14 April 1994

# MILITARY STANDARD

## FIELD CHANGES AND FIELD CHANGE KITS PREPARATION OF

TO ALL HOLDERS OF MIL-STD-2039(SH):

1. THE FOLLOWING PAGES OF MIL-STD-2039(SH) HAVE BEEN REVISED AND SUPERSEDE THE PAGES LISTED:

NEW PAGE	DATE	SUPERSEDED PAGE	DATE
5	7 February 1992	5	REPRINTED WITHOUT CHANGE
6		6	7 February 1992
11	7 February 1992	11	REPRINTED WITHOUT CHANGE
12		12	7 February 1992
15		15	7 February 1992
15A		15	7 February 1992

2. RETAIN THIS NOTICE AND INSERT BEFORE TABLE OF CONTENTS.

3. Holders of MIL-STD-2039(SH) will verify that page changes and additions indicated above have been entered. This notice page will be retained as a check sheet. This issuance, together with appended pages, is a separate publication. Each notice is to be retained by stocking points until the military standard is completely revised or canceled.

Preparing activity:  
Navy - SH  
(Project TMSS-N251)

AMSC N/A

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AREA TMSS

## MIL-STD-2039(SH)

3.2.7 Field change bulletin. A field change bulletin is a publication which provides a list of the material supplied or required and detailed step-by-step instructions to accomplish a field change.

3.2.8 Field change kit. A field change kit consists of a publications package (see 3.2.16) and may or may not include parts, material, or special tools required in accomplishing the field change.

3.2.9 Interim change. An interim change is a temporary correction to a technical manual or other publication. Normally an interim change consists of published instructions for making minor pen-and-ink corrections; it may include inset pages and artwork. Interim changes are assigned formal numbers and shall be superseded by the first permanent change following the interim change.

3.2.10 Permanent change. A permanent change is a revision for permanent incorporation into a technical manual or other publication. A permanent change:

- (a) Consist of revised pages and may include instructions or pen and ink changes that may be conveniently made in the material if specifically approved by the processing activity.
- (b) Supersedes and incorporates interim changes which have not been covered by a permanent change.

3.2.11 Production field change. A production field change is identified by a change number and has been approved for accomplishment.

3.2.12 Production field change kit. A production field change kit contains all parts, materials and instructions required to accomplish an approved modification to an electronic equipment and/or its computer program to correct related publications.

3.2.13 Published article. Field change instructions or publication correction instructions promulgated to equipment users by an article published in a publication such as the EIB (see 3.1).

3.2.14 Published correction material. Correction material consists of interim or permanent changes for correcting all equipment technical manuals and other support documents, charts, and other equipment publications affected by the field change.

3.2.15 Publications material. Publications material is the instructional information required to accomplish a field change and the data required to correct applicable manuals, drawings, charts, and other equipment publications. This material shall be part of a publications package (see 3.2.16).

3.2.16 Publications package. A publications package is a collection of publications material (see 3.2.15) in a single cover or envelope.

3.2.17 Routine. A routine priority is assigned to proposed changes when emergency (see 3.2.3) or urgent (see 3.2.19) is not applicable.

## MIL-STD-2039(SH)

3.2.18 Type. Type indicates the extent to which parts are supplied as part of the kit or required to be furnished by the installing activity to accomplish the change:

- (a) Type I. A type I field change consists of a publications package (see 3.2.16), all parts, onboard spares materials, special tools, jigs and instruments required to accomplish the change to one equipment and to revise existing equipment nameplates, publications, and charts.
- (b) Type II. A type II field change requires parts, none of which are included with the field change. A type II field change consists of a publications package (see 3.2.16) providing instructions for accomplishing the field change and for correcting related publications.
- (c) Type III. A type III field change consists of a publications package (see 3.2.16) and some of the parts, materials, and special tools required to accomplish the field change to one equipment and to revise existing nameplates, publications and charts. (Parts, test equipment, and so forth not included in the field change are stocked onboard or should be requisitioned.)
- (d) Type IV. A type IV field change does not require parts or the use of special tools. A type IV field change consists of a kit consisting of a publications package (see 3.2.16) providing instructions for accomplishing the field change and for correcting related publications.

3.2.19 Urgent. An urgent priority is assigned to changes for one or more of the following:

- (a) To effect a change in operational characteristics which if not accomplished may seriously compromise the mission effectiveness of the deployed equipment or forces.
- (b) To correct a potentially hazardous condition which may result in serious injury to personnel or damage to the equipment.
- (c) To conform to significant contractual requirements (that is when lead time will necessitate slipping approved production, activation, or construction schedules if the changes are not incorporated).
- (d) To effect an interface change which if delayed will cause a schedule slippage or increased cost.
- (e) To effect through value engineering or other cost reduction efforts, net life cycle savings to the government of more than 100,000 dollars, where expedited processing of the change will be a major factor in realizing lower costs.

3.2.20 Validation. Validation is the process by which the preparer or Navy field activity assures the technical accuracy and adequacy of the field change.

3.2.21 Verification. Verification is the process by which the government assures the accuracy of the field change by comparison with hardware. This includes government action to assure proper execution of validation by the preparer.

## MIL-STD-2039(SH)

5.2.1 Production field change kits. Unless otherwise specified (see 6.2), one field change kit shall be supplied for each equipment that does not include the equivalent factory change.

5.2.2 Production inspection. Field change kits shall be inspected to determine compliance with this standard and the requirements of the approval instructions of the applicable systems command. Inspection of the material, parts, special tools and special test equipment furnished with type I and type III field changes, supplied with other than equipment contracts, shall be conducted as specified in the detail field change (see 6.2).

5.3 Article for publication. Article for publication are acceptable only for relatively simple changes when approved by the procuring activity (see 6.2). An article of publication will normally be used for servicing, adjusting and replacing parts, minor assemblies or subassemblies, or revisions to manuals, charts, and other related publications which will not require more than one 8.5 by 11 inch page when printed. Separate publication correction articles shall be prepared for each technical manual or other publication, chart, reference standards book, performance standards sheet, and so forth, affected by the field change. Manuscript copy of an article shall consist of an original and two copies. Illustrations shall be prepared as reproducible copy of suitable quality for offset reproduction. Article for publication shall include the applicable information as shown on figure 2.

5.4 Field change bulletin. The field change bulletin shall consist of descriptive data, illustrations, and step-by-step procedures for accomplishing the field change. Where lengthy procedures, schematic diagrams, or other data are included in the technical manual or publications correction material, it is not necessary to repeat this data in the bulletin. Reference shall be made in the bulletin to the technical manual or the correction material for the procedure or illustration. Format for the preparation of field change instructions shall include the applicable information as shown on figure 3.

5.4.1 Accomplishment priority. Accomplishment priority shall be assigned in accordance with OPNAV 4700.33 or as defined in paragraphs 3.2.3, 3.2.17, 3.2.19 as designated by the applicable command or agency unless otherwise specified (see 6.2).

5.4.2 Accomplishment responsibility. Accomplishment responsibility shall be based on the skills required to accomplish the field change. Accomplishment responsibility statement equivalent to one of the following shall be included for the class of field change designated by the applicable command or agency, unless otherwise specified (see 6.2):

- (a) Class 1 (see 3.2.1) - "This field change is within the technical capability of the forces afloat and station personnel and is approved for accomplishment on equipment affected."
- (b) Class 2 (see 3.2.1) - "Naval shipyards, tenders, and repair facilities shall accomplish this field change on ship-installed equipment when authorized by the type commander."
- (c) Class 3 (see 3.2.1) - "Naval shipyards or repair facilities shall accomplish this field change when authorized by the cognizant systems command, or type commander."

## MIL-STD-2039(SH)

5.4.3 Routine instructions. A statement equivalent to one or more of the following shall be included to designate the action required:

- (a) Field change not requiring publications corrections - "No publications or charts require revision because of this field change".
- (b) Field changes requiring publications corrections - "Corrections to publications and charts - The applicable equipment technical manuals, performance standards sheets, reference standards books, overhaul and repair instructions, maintenance requirement cards, plans, charts, and nameplates shall be corrected or replaced in accordance with the following instructions: (specify instructions)".
- (c) Field changes applying to all equipment (except those covered by an equivalent factory change) - "Maintenance support activities shall correct their publications immediately, but keep the superseded data intact for support of equipment that has not been modified. Holders of the equipments should not make changes until the field change has been accomplished".
- (d) Field changes not applying to all equipments - "Inasmuch as not all equipments are modified by this field change or an equivalent production change, the publications corrections cover the equipment both with and without the field change. All copies of the books should be corrected upon receipt."

5.4.4 Field change kits supplied under equipment contracts. All parts of field change kits supplied under equipment contracts shall be identical to those included in the equivalent production field changes (see 5.2).

5.4.5 Field change kits not supplied under equipment contracts. All parts of kits that are covered by detail field change specifications shall be in accordance with the detail specification: all parts of kits not covered by detail specifications shall be in accordance with MIL-STD-454 .

5.4.6 Publications correction instructions. Publications correction instructions set forth in an article for publication (see 5.3), shall be prepared in the same manner as an interim change or Permanent change (see 3.2.9 and 3.2.10) to the applicable publications in accordance with MIL-M-15071. A separate article shall be prepared for making revisions to each publication, chart, performance standard sheet, reference standards book, drawing, and so forth, affected by the field change. Format shall be in accordance with figure 2.

5.5 Publications package. The publications package shall consist of:

- (a) Information sheet (see 5.5.1).
- (b) Two copies of the field change bulletin (see 5.4).
- (c) Two copies of technical manual correction material in accordance with 5.6.1.
- (d) One copy of each other publications correction material in accordance with 5.6.
- (e) APL changes.
- (f) PMS changes.

## MIL-STD-2039(SH)

- t. Responsibility for inspection (see 4.20).
- u. Security classification (see 4.1).
- v. Software (see 4.3)
- w. Specifications and standards (see 2.1.1)
- x. Supplementary manuals (see 5.6.2).
- y. Technical Manual Correction Material (see 5.6.1, 5.6.5).
- z. Title, number and date of this standard.
- aa. Type designations (see 4.8).
- bb. Type of field change (see 1.2).
- cc. Validation (see 4.16.1).

6.3 Consideration of data requirements. The following data requirements should be considered when this specification is applied on a contract. The applicable Data Item Description (DID's) should be reviewed in conjunction with the specific acquisition to ensure that only essential data are requested/provided and that the DID's are tailored to reflect the requirements of the specific acquisition. To insure correct contractual application of the data requirements, a Contract Data Requirements List (DD Form 1423) must be prepared to obtain the data, except where DoD FAR Supplement 27.475-1 exempts the requirements for a DD Form 1423.

<u>Reference Paragraph</u>	<u>DID Number</u>	<u>DID Title</u>	<u>Suggested Tailoring</u>
5.1.1	DI-TMSS-81395	Evaluation field change report	----
5.3	DI-TMSS-81394	Article for publication	----
5.4	DI-TMSS-81393	Field change bulletin	----
5.5	DI-TMSS-81396	Publication correction inst.	----

6.3.1 The data requirements of 6.3 and any task in sections 4 or 5 of this specification required to be performed to meet a data requirement may be waived by the contracting/acquisition activity upon certification by the offerer that identical data were submitted by the offeror and accepted by the Government under a previous contract for identical items acquired to this specification. This does not apply to specific data which may be required for each contract, regardless of whether an identical item has been supplied previously (for example, test reports).

6.4 Type designations. When the contract or purchase order calls for a type of field change that does not conform to the type designation representing the parts supplied category specified, the preparer shall request permission to make the type designation agree with the correct designation.

6.5 Hazardous material control and management. Equipment and systems requiring upgrade shall be reviewed for use of hazardous materials in accordance with OPNAVINST 4110.2.

MIL-STD-2039(SH)

6.6 Configuration management. When applicable configuration management of systems and equipment shall be in accordance with SECNAVINST 4130.2.

6.7 Subject term (key word) listing.

Alteration  
Design changes  
Engineering changes  
Modification  
Retrofit  
Rework

Preparing Activity:  
NAVY - SH  
(Project TMSS-N251)