



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE, OHIO

10 OCT 2003

MEMORANDUM FOR OC-ALC/EN/LG
OO-ALC/EN/LG
WR-ALC/EN/LG

FROM: HQ AFMC/EN
Bldg 262, Room N145
4375 Chidlaw Road
Wright-Patterson AFB OH 45433-5006

SUBJECT: Policy Clarification on Changes to Contractor Owned Engineering Drawings and Associated Documents

1. Authority for drawing revision is restricted to only the Current Design Activity (CDA) of the drawing. Engineering drawings and associated documents provided to the Air Force in response to acquisition actions are maintained by the Joint Engineering Data Management Information and Control System (JEDMICS) database in the engineering data service centers located at each Air Logistics Center. With rare exception, these data copies are to be used in support of Air Force systems commensurate with rights affixed to each item of data. The drawing original, on which is kept the official drawing revision record, is maintained solely by the CDA. Therefore, unless the Air Force is recognized as the CDA of the drawing, alteration in any manner is not authorized.

2. However, we must recognize that alterations or modifications of existing system components are essential for continued system support and life cycle enhancement, especially for aging systems. Therefore, it is frequently necessary to upgrade relevant drawings and associated documents to reflect these alterations or modifications. To accomplish these upgrades the following options are provided:

a. Obtain the relevant Technical Data Package (TDP) from the CDA through a design activity transfer action, as described in ASME Y14.100. Once the TDP is obtained, document this action on each drawing through formal revision protocol as provided in AFI 21-402, paragraph 19 (as issued 8 September 2003). Completing these actions will then permit future revision of these drawings in the same manner as Air Force generated drawings.

b. Generate an Advance Engineering Supplemental Order (AESO) as delineated in AFI 21-402, paragraph 17.3. An AESO is used to document and control departures from the product baseline and to supplement the drawing(s) of another design activity, but it does not constitute a drawing revision. The AESO must accompany the affected drawing to correctly implement the supplemental requirements until incorporated through formal revision action by the CDA. An AESO:

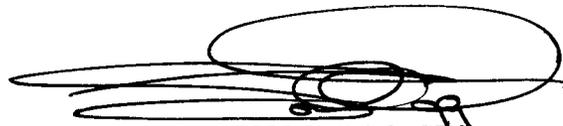
- (1) Does not constitute a revision to the drawing.
- (2) Does not establish new, or alter existing, item identification.

(3) Does not alter drawing identification in any manner.

(4) Is valid only for the drawing revision level against which it is prepared. Further revision of the drawing by the CDA, whether or not the subject AESO is incorporated, invalidates that AESO.

3. The use of an altered item drawing or modification drawing as described in ASME Y14.24 may be considered as an alternative to acquiring the TDP or generating an AESO. Both of these drawing types will generate a new item identification for the affected item. Therefore, in both cases, it will necessitate revision of related documentation such as next higher assembly drawing(s), technical manuals, cataloging, provisioning, and configuration management records.

4. This memorandum is intended to clarify existing AFI 21-402 policy regarding revision of drawings under the control and within the responsibility of other than Air Force design activities. Future revision of AFI 21-402 will contain and expand upon the content of this memorandum. Comments, questions, or further clarification regarding this memorandum should be addressed to Mr. Charles Crouse, HQ AFMC/ENPM, DSN 787-6453, charles.crouse@wpafb.af.mil.

A handwritten signature in black ink, consisting of several overlapping loops and horizontal strokes, positioned above the printed name.

JON S. OGG, SES
Director, Engineering and
Technical Management

cc:

HQ AFMC/LG/LSO-LO

AAC/EN

AFFTC/EN

SMC DET 11/CW

88th OSS/OSE

MSG/MMF