

# Instructions for Use

## Aircraft Flying Requirement Certificate - MOD Form 707B(AFRC)

### Introduction (Refer to MAM-P, Chapter 3.1)

1. The MOD Form 707B(AFRC) is a mandatory form used to document Aircraft flying requirements. Additional MOD Forms 707B(AFRC) may be raised as continuation sheets to sheet one (**see Paragraph 21**). It can be used to record a number of flying requirements, following one or more Maintenance activities, where each Maintenance activity cross-refers to the single MOD Form 707B(AFRC). Alternatively, and at the discretion of local management, a separate MOD Form 707B(AFRC) may be raised for each Maintenance task.
2. Throughout these Instructions for Use (IFU) the term Maintenance Work Order (MWO) refers to any of the following forms:
  - a. MOD Form 707B(ADP).
  - b. MOD Form 707B(IS).
  - c. MOD Form 707BE.

### Raising the Flying Requirement MWO Completion

3. Whenever a Flying Requirement is necessary an entry is to be entered in the 'Work Required' column of the Certificate of Work of the Maintenance task necessitating the flying requirement, as follows:

“ \_\_\_\_\_ [insert type of test/check] required to \_\_\_\_\_  
 \_\_\_\_\_ [insert details of flying requirement or Topic 5M references]”

4. This entry is to then be closed by transferring the requirement to the MOD Form 707A, using the following wording in the adjacent 'Work Done' column:

“ \_\_\_\_\_ [insert type of test/check] transferred to MOD Form 707A,  
**SNOW** \_\_\_\_\_ [insert Serial Number Of Work (SNOW) of the MOD Form 707A entry raised in **Paragraph 7**]”

5. At the end of the MWO a statement is to be inserted to close the MWO and clear the Aircraft to carry out the flying requirement. The statement should read as follows:

“**Aircraft is Serviceable to carry out the flying requirement, SNOW** \_\_\_\_\_  
 (insert SNOW of the MOD Form 707A entry raised) **refers.**”

6. The statement above is to be certified by a person holding the appropriate authorization for the flying requirement raised.

### Aircraft Maintenance Log (AML - MOD Form 707A)

7. The AML entry for the flying requirement is to be raised as follows:
  - a. By completion of the header detail in the normal manner and entering the following in the 'Symptom/Work Required' field:  
 “ \_\_\_\_\_ [insert type of test/check] required, see MOD Form 707B(AFRC).”
  - b. Inserting the SNOW of the originating MWO/AML necessitating the flying requirement, as the When/How found code.

**Note:** The above entry may be entered in red ink although caution is to be observed when carrying out shipborne or tactical operations when red lighting may be in use.

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8. The individual raising the flying requirement is to complete the MOD Form 707B(AFRC) as follows:
    - a. Enter the SNOW of the AML entry raising the requirement, the Aircraft Serial Number and Date in the appropriate blocks.
    - b. In **Field 1**, enter details of the flying requirement(s), including reference to the Flight Test Schedule, if appropriate.
    - c. In **Field 2**, enter the SNOW and a summary of work done for all activities to which the flying requirement relates. Rule through any unused lines in **Field 2**.
  9. When the Aircraft is ready to fly, **Field 3** is to be completed by an authorized person. Certification of **Field 3** signifies that the extent of the flying requirement(s) detailed in **Field 1** are sufficient to assess the serviceability of the Aircraft following the work detailed in **Field 2**.
  10. The MOD Form 707B(AFRC) is to be inserted into the MOD Form 700C, as close as possible to the AML sheet detailing the requirement for the pertinent flight test, until co-ordination has been completed iaw **Paragraph 16** of this IFU.
- ### Co-ordination of the MWO and AML
11. Once the actions at **Paragraphs 3, 4, 5 and 6** have been carried out, an authorized person is to co-ordinate the original MWO(s) and corresponding AML

entries (iaw MOD Forms 799/5, 799/5A(ADP) and 799/5A(IS) as appropriate).

**Note:** The AML entry is not to be co-ordinated until after the corresponding MWO order is certified as co-ordinated.

### Post Flying Requirement Actions Assessment

12. If the assessment of Aircraft/System serviceability is the sole responsibility of the Aircrew, then the Responsible Aircrew Member is to complete both the Task and Report Certification.

13. If the assessment of Aircraft/System serviceability is the responsibility of another individual other than the Responsible Aircrew Member, then the Responsible Aircrew Member is to complete **Field 4** Task Certification and the individual responsible for assessing serviceability is to complete **Field 4** Report Certification.

14. The individual completing **Field 4** Report Certification is to indicate, for each separate requirement, whether the Aircraft/System is serviceable or unserviceable or whether the requirement was carried out/not carried out in the report column of **Field 4**.

15. If the flying requirement has not been completed successfully then a AML entry is to be raised and the SNOW entered in the appropriate column of **Field 4**.

**Note: Task Certification.** The Aircraft/System has been operated in the required configuration/condition/parameters for the requirements detailed in **Field 1**.

### Co-ordination

16. The MWO Co-ordinator is to complete **Field 5** of the MOD Form 707B(AFRC). Certification of this field certifies that:

- a. **Field 4** has been completed correctly and certified by authorized individuals.
- b. Either:
  - i) Where the flying requirement has been satisfactorily carried out the AML entry raising the flying requirement has been completed by inserting the following in the Action Taken/Co-ordination field:  
**“Flying requirement carried out assessed Serviceable”**
  - ii) For each unserviceability a new AML entry has been raised and its SNOW entered in the appropriate column of **Field 4**. The AML entry raising the flying requirement has been completed by inserting the following in the Action Taken/Co-ordination field:

**“Flying requirement carried out for \_\_\_\_\_ [insert reason for flight test], assessed Unserviceable, SNOW(s) \_\_\_\_\_ [insert**

the SNOW(s) detailed in **Field 4] refers.”**

iii) For each requirement which was not carried out a new AML entry has been raised and its SNOW entered in the appropriate column of Field 4. The AML entry raising the flying requirement has been completed by inserting the following in the ‘Action Taken/Co-ordination’ Field:

**“Flying requirement not carried out for \_\_\_\_\_ [insert reason for flight test], SNOW(s) \_\_\_\_\_ [insert the SNOW(s) detailed in Field 4] refers.”**

- c. Any entries entered on the MOD Form 707BE (**see Paragraph 17 and 22**) have been certified by authorized personnel.
- d. Any additional recording action, eg engine performance figures, rotor tracking adjustments, etc, have been carried out, or a new AML entry has been raised detailing the recording action required.
- e. Ensure the total working hours expended have been entered in **Field 5**.

### Certificate of Work (Rotary Wing Use Only)

17. When it is necessary for adjustments to be carried out between successive flights the MOD Form 707BE (MWO Continuation Sheet) is to be used as detailed at **Paragraph 22** to certify entries for:

- a. Tool Control.
- b. Details of adjustments.
- c. Independent checks (MAM-P, Chapter 4.15).
- d. Serviceability of Aircraft for further flights.

**Note:** The last entry on the MOD Form 707BE is to be cleared by an appropriately authorized person, stating in the ‘Work Done’ Column:

**“Maintenance carried out see lines [insert lines of work carried out]; Aircraft Serviceable for further flight test”.**

18. However, this may only be carried out when it is the same Responsible Aircrew Member undertaking each flight.

19. Should the Responsible Aircrew Member change, the Aircraft is to be returned to the responsibility of the Maintenance Organization and a new flying requirement raised.

20. It may be necessary to open an additional MWO to transfer working hours or other associated recording action in connection with the flying requirement from the MOD Form 707B(AFRC). LIS users refer to specific publications.

### Continuation Sheets

21. Where there is insufficient space for all of the flying requirements to be detailed on a single MOD Form 707B(AFRC), further sheets may be raised as

required. In this instance the header detail is to be entered on each subsequent sheet and they are to be numbered consecutively up to a maximum of 10, with the first continuation sheet being numbered 'One'. The total number of continuation sheets is to be identified on the covering MOD Form 707B(AFRC). Where continuation sheets have been raised, the authorized person certifying **Field 5** should rule through the remaining unused continuation sheet numbers on the covering MOD Form 707B(AFRC). Certification of **Fields 3 and 5** is only necessary on the covering MOD Form 707B(AFRC), these fields are to be ruled through on all attached continuation sheets.

22. MOD Forms 707BE may also be used as an extension Certificate of Work. The total number of continuation sheets are to be identified on the covering MOD Form 707B(AFRC).

### Recording of Checks/Requirements Immediately Prior to Take Off

23. When there is a requirement to carry out a check or operation immediately prior to take off, the following procedure is to be carried out:

- a. An AML entry is to be raised, entering the following in the 'Fault Report / Work Required' field:

**“Aircraft Serviceable for flight subject to satisfactory completion of \_\_\_\_\_ [insert details of check/requirements]”**

- b. Insert the SNOW of the originating MWO/AML necessitating the flying requirement as the When/How Found Code.

- c. A MOD Form 707B(AFRC) is to be raised in accordance with **Paragraphs 8 and 9** to reflect the extent of the check/requirement.

- d. On satisfactory completion of the check/requirement the authorized person undertaking the check is to give a positive 'thumbs up' to the pilot and receive an acknowledgement.

- e. As soon as possible the authorized person(s) undertaking the check is to complete the Task/Report Certification as 1st and 2nd signature(s) on the MOD Form 707B(AFRC). The associated AML entry is to be closed iaw MOD Form 799/5 with the following entry:

**“ \_\_\_\_\_ (brief details of checks from AML entry) check/requirements carried out assessed Serviceable”**

24. If the check/requirement is unsatisfactorily completed the Aircraft is to be returned to the responsibility of the Maintenance Organization and the fault entered in the AML. The MOD Form 707B(AFRC) and its associated AML entry are to be closed with the following:

**“ \_\_\_\_\_ (brief details of checks from AML entry) check/requirement carried out, assessed Unserviceable, SNOW[insert the SNOW detailed in Field 4] refers.”**