

# Instructions for Use - Non/Off Aircraft Maintenance

## Maintenance Work Order - MOD Form 707B(ADP) Additional Item Identification - MOD Form 707J(ADP)

1. **General.** Within the Maintenance Data System (MDS) the Maintenance Work Order (MWO) is used to record details of work done and the certification of tradespersons. The Additional Item Identification (All) is used in conjunction with the MWO when more than one item is removed or replaced. The key to the use of the MWO and All are the Work Type Codes which are listed in **Table 3** overleaf, it is essential that these codes are correctly entered.

### Use of the Maintenance Work Order (MOD Form 707B(ADP))

2. For 'Non MDS Reportable' work, the minimum completion requirements for the MWO are mandatory **Areas 1, 6 and 8**. For 'MDS Reportable' work, the minimum completion requirements are the mandatory **Areas 1, 6 and 8, and the blocks within Areas 2 to 5** detailed in JAP100C-02 or on MOD Posters 300A-D.

### Compilation of the Maintenance Work Order (MOD Form 707B(ADP)) and the Additional Item Identification (MOD Form 707J(ADP))

3. The tradesperson undertaking the work is to ensure a MWO is raised. Area requirements are contained in **Table 1**. Codes required to complete the form are contained in **Tables 2 to 7**. Detailed instructions are to be found in JAP100C-02 and on MOD Posters 300A-D.

### MDS Reporting Criteria

4. When equipment/items are subject to 'MDS Reporting' and the MWO is raised from a Prime/ADF N/O/A MWOL entry, Work Type 08 or 58 (**See Table 3**) is to be used. When the MWO is raised from a Supplementary N/O/A MWOL entry, Work Type 11 or 61 (**See Table 3**) is to be used.

5. When equipment/items are **NOT** subject to 'MDS Reporting' and the MWO is raised from a Prime/ADF N/O/A MWOL entry, Work Type 02 or 52 (**See Table 3**) is to be used. When the MWO is raised from a Supplementary N/O/A MWOL entry then Work Type 11 or 61 (**See Table 3**) is to be used and Sheet 1 is to be removed from the MWO.

**Table 1 - Area Requirements**

Area	Requirement	Instructions for Use
1	Mandatory	JAP100C-02 & MOD Poster 300B
2	As Detailed	JAP100C-02 & MOD Poster 300B
3	As Detailed	JAP100C-02 & MOD Poster 300C
4	As Detailed	JAP100C-02 & MOD Poster 300C
5	As Detailed	JAP100C-02 & MOD Poster 300D
6	Mandatory	JAP100C-02 & MOD Poster 300D
7	Management	JAP100C-02 & MOD Poster 300D
8	Mandatory	JAP100C-02 & MOD Poster 300D
<b>Requirement Definition</b>		
<b>Mandatory:</b>	These areas are to be completed.	
<b>As Detailed:</b>	These areas are to be completed as detailed in the Instructions for Use.	
<b>Management:</b>	These areas are to be completed as detailed in the Instructions for Use.	

**Table 2 - Unit Codes**

(To be completed by Eng Records)

Originating Ship/Sqn/Unit					Listed in JAP 100C-02 Chap 17.3
Work Centre					Listed in JAP 100C-02 Chap 17.7

**Table 3 - Work Type Codes**

Non/Off Aircraft Work (Excluding C-E)		Communications- Electronics (C-E) Only	
<b>Non MDS Reportable</b>		<b>Non MDS Reportable</b>	
Prime*	<b>02</b>	Prime*	<b>52</b>
Spillover*	<b>03</b>	Spillover*	<b>53</b>
<b>MDS Reportable</b>		<b>MDS Reportable</b>	
Prime*	<b>08</b>	Prime*	<b>58</b>
Spillover (For Code 08)	<b>09</b>	Spillover (For Code 58)	<b>59</b>
Additional Item Ident. (For Code 08)	<b>10</b>	Additional Item Ident. (For Code 58)	<b>60</b>
<b>Non MDS Reportable</b>		<b>Non MDS Reportable</b>	
Supplementary*	<b>11</b>	Supplementary*	<b>61</b>
Spillover* (For Code 11)	<b>12</b>	Spillover* (For Code 61)	<b>62</b>
Additional Item Ident. (For Code 11)	<b>13</b>	Additional Item Ident. (For Code 61)	<b>63</b>
*Remove Sheet 1 as required			

**Table 6  
Ident Prefix Codes**

Type	Code
Sect/Ref	A
NATO No.	B
Part No.	C

**Table 7 - When / Found Codes**

Normal Use/Operation*	<b>600</b>	ALTI/Signal	<b>609</b>
Flight Serv (Sims Only)*	<b>601</b>	Pre-Issue Accept	<b>610</b>
Sched Maintenance	<b>602</b>	Lifex	<b>611</b>
OOP Maint (Excl Lifex)	<b>603</b>	Bay Maintenance	<b>612</b>
Role Change	<b>604</b>	Before Use	<b>613</b>
Cannibalization	<b>605</b>	During Test*	<b>614</b>
Trans from ADF/LIM	<b>606</b>	During Prep	<b>615</b>
Modification	<b>607</b>	Other*	<b>616</b>
SI/STI	<b>608</b>		
*One of the following Op Effect Codes is to be added as appropriate:			
Nil	<b>P</b>	Major	<b>X</b>
Minor	<b>W</b>	Inoperable	<b>Z</b>

**Table 4 - Trade Codes**

RN	
Aircrew	P
Any	A
Contractor Radio	CR
Contractor Electrical	CL
Contractor Mechanical	CM
Contractor NDT	CN
Corrosion	D
Electrical	L
Mechanical	M
NDT	N
Radio	R
Self-Certified	U
Survival Equipment	SE
RAF	
A Eng Tech	60
AMM	28
A Tech AV	25
A Tech M	23
AI Erect	49
Air Elect	36
Airborne Technician	64
Aircrew/TG11 Operator	58
Airframe/NDT	33
Avionics	62
CIS Engineering	63
CWP (Working Hours Not Recorded)	19
CWP (Working Hours Recorded)	57
Gen Tech M/Gen Tech E and Gen Tech WS	44
Civilian Non-Technical	51
Other	30
Photo	40
Propulsion	34
Civilian Radio	54
Stat/Data Analyst	65
Surface Work	43
Survival Equipment	42
Synthetic Trainer	31
Travel	21
Weapons	35
<b>Note:</b> For details see JAP100C-02 Chap 17.14 and MOD Poster 300D	

**Table 5 - Removed/Replaced Component Usage Codes**

Aquisitions	A	Lifts	
Contacts	L	Cargo	S
Cycles/Counts/Fatigue Index	J	Rescue	R
Descents	G	Total	P
Drops	U		
Exposures	C	Weight Limit	T
Engagements Dry	S	Months	M
Engagements Wet	T	Operations	K
Events	A	Overshoots	K
Feet of Film	Q	Pressurizations	P
Flights	E	Retractions	P
Days	D	Revolutions	W
Hours	H	Rounds	F
Inflations	W	Shots	R
		Starts	B
Landings		Start Attempts	R
Arrested	A	Streams	J
Braked	F	Take-Offs	G
Deck	B	Take-Offs Catapult	C
Paved	X	Tramps	L
Roller	G	Years	Y
Short	L	Weekly	W
Vertical	Q	Other	Z
Total	U		
<b>Note:</b> The majority of codes have more than one meaning. This does not cause any problems, as only one code is applicable to the equipment concerned.			