

RA 1223 – Airworthiness Information Management

Rationale

Effective management of Airworthiness information¹ is required throughout the life of an Air System to sustain Type Airworthiness (TAW) and contribute to the delivery of Continuing Airworthiness (CAW). Without a systematic¹ approach to the management of Airworthiness information, the underpinning argument within the Type Airworthiness Safety Assessment² (TASA) will be undermined and Air Safety may be adversely affected. RA 1223 supports effective Air Safety Management³ and data exploitation⁴ by providing the minimum requirements for effective management of Airworthiness information and for the systems used to manage and host it, whether paper-based (eg MOD Form 700 or equivalent), electronic (eg ALIS⁵) or a hybrid combination of the two (eg GOLDesp).⁶

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Definitions

► Definitions relevant to this RA

1. **Airworthiness information**, for the purposes of this RA, is defined as information that directly contributes to the day-to-day management of an Air System's TAW and CAW. Airworthiness information is comprised of Airworthiness Static Data (ASD) and Airworthiness Dynamic Data (ADD):
 - a. ASD describes the approved data sourced from the Air System Document Set (ADS) that defines the Type Design and is used to sustain TAW of an Air System, such as providing the approved Configuration and implementing the Maintenance policy.
 - b. ADD describes the Airworthiness data captured and recorded that changes as the Air System is operated or maintained, such as the "as-flown" Configuration, Maintenance records and accumulation of component life. ADD is the main output for data exploitation in accordance with RA 1207⁴.

Regulation

1223(1)

1223(2)

Establishment of Airworthiness Information Management

1223(1) The Type Airworthiness Authority⁶ (TAA) shall define the Airworthiness information that is necessary to sustain TAW and the manner in which this information is to be managed.

Airworthiness Information Management

1223(2) Aviation Duty Holders (ADHs) and Accountable Managers (Military Flying) (AM(MF)s) shall ensure effective AIM, consistent with the TAA's requirements, to sustain and assure the Airworthiness of an Air System within their Area of Responsibility.

¹ ► Where the word 'system' is used within this RA, it refers to the management regime for Airworthiness information; it is not to be confused with electronic Information Systems (IS) used in support of Airworthiness Information Management (AIM). Where applicable, requirements for electronic IS will be identified specifically throughout the RA.

² Refer to RA 5012 – Type Airworthiness Safety Assessment. ◀

³ Refer to RA 1200 – ► ◀ Air Safety Management.

⁴ ► Refer to RA 1207 – Air Safety Data Management and Exploitation.

⁵ ALIS – Lightning II Autonomic Logistics Information System.

⁶ Where the Air System is not UK MOD-owned, TAW management regulatory responsibility by either the TAA or Type Airworthiness Manager (TAM) shall be agreed within the Sponsor's approved model; refer to RA 1162 – Air Safety Governance Arrangements for Civilian Operated (Development) and (In-Service) Air Systems, or refer to RA 1163 – Air Safety Governance Arrangements for Special Case Flying Air Systems. Dependent on the agreed delegation of TAW responsibilities TAM shall be read in place of TAA as appropriate throughout this RA. ◀

**Acceptable
Means of
Compliance
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**Establishment of Airworthiness Information Management
Airworthiness Information Management**

2. ▶◀
3. ▶◀
 - a. ▶◀
 - b. ▶◀
4. TAAs ▶, supported by Commodity Chief Engineers (CE) ◀ **should**:
 - a. Define in the ▶ TAW Strategy⁷, the Airworthiness information that is to be managed through life and the management system to be used, referencing appropriate documentation. ◀
 - b. Ensure that the system of AIM ▶ as a minimum ◀ fulfils the generic functional and non-functional requirements specified at Annexes A and B respectively, and those Type specific requirements identified by the TAA. An auditable record of compliance **should** be maintained;
 - c. ▶◀
 - d. Where an electronic IS is employed within AIM, ▶ determine the extent to which its functions directly affect the Airworthiness and performance of the Air System; if deemed Safety critical ◀ it **should** be certified with the Air System▶⁸◀;
 - e. Specify in the ADS the ▶ Critical Parts⁹ ◀ of the Air System which **should** be individually tracked by AIM;
 - f. Generate and publish in the ADS any AIM constraints or rules that constitute control measures, that support the ▶ TASA; ◀
 - g. Determine and promulgate Airworthiness information Assurance and retention requirements ▶ (in addition to those already mandated elsewhere within MAA Regulatory Publications¹⁰); ◀
 - h. Ensure suitable arrangements are in place to validate AIM and its effectiveness in sustaining TAW through life;
 - i. Provide the ADH and / or AM(MF) with instructions explaining how to retrieve the Airworthiness information captured during Maintenance activities¹¹ conducted outside of the AIM control boundary.
 - j. ▶ Where more than one method (paper / Electronic IS / hybrid) of managing Airworthiness information is used, specify which approach is mandated for each Airworthiness function. If Airworthiness information is available in more than one format, information primacy **should** be specified by the TAA in the ADS¹². ◀
5. ADHs and AM(MF)s **should**, in meeting the intent of the TAA:
 - a. Understand the ▶ requirements for ◀ Airworthiness information as detailed within the ▶ TAW ◀ Strategy, ADS and the TAA's Hazard Log and accept any associated Risk(s) and control measures³;
 - b. Implement suitable levels of Assurance to continuously verify that ADD▶◀ is correctly and accurately captured;
 - c. Ensure the applicable Military Continuing Airworthiness Manager (Mil CAM) implements and upholds AIM processes by;

⁷ ▶ Refer to RA 5010 – Type Airworthiness Strategy.

⁸ Refer to RA 5810 – Military Type Certificate (MRP 21 Subpart B).

⁹ Refer to RA 5885(4): Identification of Critical Parts (MRP Part 21.A.805).

¹⁰ Eg Manual of Airworthiness Maintenance – Documentation (MAM-D). ◀

¹¹ Such as Maintenance being undertaken by industry.

¹² ▶ For example, in a Topic 2(N/A/R)1 leaflet. ◀

**Acceptable
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- (1) Promulgating the ►aviation engineering orders and / or local procedures◄ required to implement the TAA published support policy and instructions for effective AIM;
- (2) Specifying any local AIM requirements ►¹³◄;
- (3) Conducting Quality Assurance activity to maintain enduring adherence to AIM support policies, instructions for use, orders and procedures;
- (4) Assuring the Configuration Management, accuracy and availability of all Air System Airworthiness information;
- (5) Assuring that personnel are satisfactorily trained and Competent¹⁴ to undertake AIM;
- (6) Validating the effectiveness of AIM and reporting issues and / or emerging trends to the TAA;
- (7) Reporting any discrepancies in the defined ►◄ Airworthiness information ►to the TAA.◄

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6. ►◄
7. TAAs ►need◄ to maintain an auditable record of the incorporation of functional and non-functional requirements and ensure it is clearly explained in the ►TASA.◄
8. When establishing a system for AIM, the Mil CAMs ►need to◄ provide the ►ADH / AM(MF)◄ with Assurance that compliance with control measures ►◄ is being maintained. The ADHs and / or AM(MF)s ►need to◄ ensure this is conducted throughout the life of an Air System in order to identify any additional requirements to those specified at Annexes A and B.
9. ►◄
 - a. ►◄
 - b. ►◄

Functional Requirements

10. Functional requirements are AIM Activities, which if not conducted satisfactorily, could undermine the Airworthiness of an Air System. The functional requirements are grouped under 3 headings:
 - a. **Maintenance Certification, Recording and Management (MCRM).** This functional requirement group includes the processes and management of information associated with Maintenance Certification¹⁵ and recording. The data being captured and controlled for Maintenance management is ADD.
 - b. **Maintenance Data Management.** This functional requirement group includes the Configuration Control, Audit, archive / retention, exploitation, transfer between Maintenance organizations and quarantine of ADD.
 - c. **Approved Data Management.** Where Approved Data is managed within AIM, changes to the data ►need to◄ be implemented through a TAA authorized process to enable delegated Authorization of the changes.

Non-functional Requirements

11. Non-functional requirements specify how the system ►(eg paper, Electronic IS, hybrid)◄ delivers AIM activities.

¹³ ►Examples of 'local AIM requirements' may include information managed in databases, spreadsheets or local forms.◄

¹⁴ Refer to: RA 1002 – Airworthiness Competent Persons; RA 4806 – Personnel Requirements (MRP 145.A.30); and RA 4945 – Personnel Requirements - MRP Part M Sub Part G.

¹⁵ Refer to RA 4812(1): Certification of Air System Release (MRP 145.A.50(a)).

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► Safety ◀ Analysis of AIM functions

12. All functions of AIM require analysis to determine its Safety criticality (ie the integrity of a function managing the Airworthiness information). When constructing the ►TASA, ◀ TAAs ►need to◀ consider how all aspects of AIM, at all levels, contribute to the aggregation ►or reduction◀ of Airworthiness Risks. ►An example would be the analysis of a management information aid (eg Resolve or other tools) for its criticality and effectiveness in managing TAw.◀ The analysis ►needs to◀ include the interfaces and boundaries with other AIM systems.

13. ►The analysis of AIM needs to be reviewed through life as emergent Hazards arise to ensure that AIM remains appropriate. There needs to be a clear Audit trail from the analysis and Hazard Log to the TAw Strategy and AIM to the ADS and Assurance policy.◀

►◀

14. ►◀

►◀

15. ►◀

Airworthiness Information Retention

16. When determining and promulgating Airworthiness information retention requirements, TAAs ►need◀ to consider defining Airworthiness information retention categories to ease storage constraints, whilst ensuring Airworthiness information is retained for periods coherent with Regulatory and Safety requirements.

AIM Implementation and Sustainment

17. Air System TAAs may utilize corporate or Contractor-supplied AIM solutions but they remain accountable for the Safety, suitability, integrity and availability of the solutions implemented. ►In such cases, suitable◀ contractual arrangements ►need to◀ be established to enable effective AIM.

18. The TAA ►needs to◀ ensure suitable interface arrangements are in place with organizations undertaking Maintenance activity¹¹ outside of their AIM control boundary, and the measures required to support the retrieval and Assurance of Airworthiness information upon completion of that activity. The Mil CAM, on behalf of the ADH and AM(MF), remains responsible for retrieving the necessary Airworthiness information captured during such Maintenance activity.

19. ►◀

Annex A to RA 1223

Functional Requirements ▶◀

1. Activities detailed in Annex A as required 'Y' maintain the status of Acceptable Means of Compliance (AMC). Activities detailed as required 'N' are to be considered as Guidance Material (GM).

Primary Function	Sub Function / Ser No	Activity	Required
Maintenance Certification, Recording and Management (MCRM)			Required
Preventive Maintenance			
	1.	Specify (forecast) preventive / scheduled Maintenance operation due.	
	2.	Record and Certify ¹⁶ preventive / scheduled Maintenance activities.	
	3.	Specify (forecast) Special Instruction (Technical) (SI(T)) compliance due.	
	4.	Record and Certify satisfaction of SI(T)s.	
	5.	Specify (forecast) component replacement due.	
	6.	Record and Certify component replacement completed.	
	7.	Specify (forecast) flight servicing due.	
	8.	Record and Certify flight servicing completed.	
	9.	Specify (forecast) supplementary flight servicing.	
	10.	Record and Certify supplementary flight servicing completed.	
	11.	▶ Where an electronic IS that is utilized for ◀ AIM incorporates a prognostic or health monitoring and reporting system, specify indication disposition procedures.	
	12.	Record and Certify miscellaneous activities ¹⁷ .	
Corrective Maintenance			
	13.	Record all arisings ¹⁸ and incorporate a defined process to prevent the Air System being released for flight in an unsafe condition.	
	14.	Manage Air System Fault code reporting (Health monitoring).	
	15.	Record and Certify Corrective Maintenance completed.	
	16.	Record and Certify Repairs carried out.	
Maintenance General			
	17.	Record and Certify Maintenance organization check of Technical Information Configuration standard.	
	18.	Record and Certify Environmental Damage Prevention and Control (EDPC) activities.	
	19.	Record and Certify Maintenance tasks requiring Air System prep (eg pre-wash).	
	20.	Record and Certify Independent Inspections.	
	21.	Record and Certify Stage Checks.	
	22.	Record and Certify vital checks.	
	23.	Record and Certify post-Maintenance loose article, tool and panel checks.	
Maintenance Deferment			
	24.	Record and Certify serviceability state - Limitations.	
	25.	Record and Certify serviceability state - Acceptable Deferred Faults.	
	26.	Record and Certify Waiver of flight servicing.	
	27.	Record and Certify pre-flight Faults.	
	28.	Record and Certify Aircrew acceptance of Faults.	

¹⁶ Refer to RA 4813 – Maintenance Records (MRP 145.A.55) and RA 4812 – Certification of Aircraft and Component Release (MRP 145.A.50).

¹⁷ Miscellaneous Activities – activities that ▶ should ◀ be recorded in AIM but which do not necessarily need to be reported for fault analysis purposes, eg tool control entries, movement of ejection seat Safety pins and manual folding / spreading of helicopter rotor blades.

¹⁸ Arising – an indication of a potential requirement (eg potential Air System fault or exceedance) to perform Maintenance.

	29.	Host a loose article register.	Y
	30.	Host a damage / corrosion register.	Y
	31.	Record and Certify Concessions applied to the Air System.	Y
Configuration Management			
	32.	Record Air System type and registration mark.	Y
	33.	Record leading particulars.	Y
	34.	Record Air System and asset usage status.	Y
	35.	Record Air System serviceability status.	Y
	36.	Incorporate a log of Maintenance records (eg Aircraft Maintenance Log (AML)).	Y
	37.	Capture component replacement minimum traceability data (eg nomenclature, serial number and, where applicable, lifing data).	Y
	38.	Record the life accumulated on life limited and ► critical Parts. ◀	Y
	39.	Incorporate a process for management of component records and log 'cards', including component 'activity' outside the scope of AIM.	Y
	40.	Calculate Air System weight and moment.	N
	41.	Record Air System weight and moment.	Y
	42.	Calculate, record and monitor the appropriate structural life usage, eg Fatigue Index (FI).	Y
	43.	Record software Configuration.	Y
	44.	Record and Certify role change/weapon Loading.	Y
	45.	Record and Certify refuel / defuel / fuel status.	Y
	46.	Record and Certify mission data load.	Y
	47.	Specify (dis) / embodiment of Modifications.	Y
	48.	Record and Certify (dis) / embodiment of Modifications.	Y
	49.	Record Modification embodiment status.	Y
	50.	Record SI(T) satisfaction status.	Y
Engineering Operations Management			
	51.	Record Certification of Air System Release.	Y
	52.	Specify and Record Flight Testing.	Y
	53.	Record and Certify Aircrew acceptance of Air System for flight.	Y
	54.	Record and Certify Continuous Charge operations.	Y
	55.	Record aero-engine or Auxiliary Power Unit (APU) ground running.	Y
	56.	Manage Air System usage reporting.	N
Administrative Functions			
	57.	Enable amendment of Technical Information (eg MOD Form 765).	Y
	58.	Enable Fault reporting (eg MOD Form 760).	Y
	59.	Record working-hours expended on Air System tasks.	Y
	60.	Record Administration Tasks ¹⁹ .	N
	61.	Host Military Airworthiness Review Certificate (MARC).	N
	62.	Host Quality Occurrence reporting and Quality Management functions.	N
Logistics Functions			
	63.	State authenticity and serviceability of Air System parts (eg Authorized Release Certificate ²⁰ ◀, EASA Form 1, Certificate of Conformity).	N
	64.	Record logistics / sustainment metrics (eg working-hours per flying hour, mission capability, Cannibalization).	N
Maintenance Data Management			
	65.	Retain the 'Programme of Record' prime data for Air System fleet Configuration.	Y

¹⁹ Administration Task – Where a requirement exists to make a 'For recording purposes only' entry to record an administrative task that does not render the Air System unserviceable, once an Air System has been prepared for flight or is on Continuous Charge.

²⁰ ► Refer to RA 4809 – Acceptance of Components (MRP 145.A.42). ◀

	66.	Incorporate a robust data lockdown / quarantine process in case of Air System Accident / Incident, compliant with Defence Accident Investigation Branch requirements.	Y
	67.	Incorporate robust and repeatable access to Airworthiness data for Audit.	Y
	68.	Incorporate a process for the retention and / or archive of ADD. Data storage facilities need to comply with security Regulations and need to be capable of preserving the data for the specified retention period. Authorization requirements for access to archived data need to be considered.	Y
	69.	Incorporate a process for Airworthiness data exploitation / trending. To include the provision of appropriate tools and personnel to access archived data.	Y
	70.	Incorporate a compliant process for transfer of Air System Maintenance records between organizations, including civilian Contracted Maintenance organizations.	Y
	71.	Incorporate a compliant process for transfer of data between IS in the event of IS upgrade.	Y
	72.	Incorporate a compliant ²¹ process for the correction, deletion and subsequent disposal of ADD. Authorization requirements need to be considered.	Y
Approved Data Management			
	73.	Host/suggest Maintenance Approved Data.	N
	74.	Host/suggest Modification Approved Data.	N
	75.	Host definitive / Configuration-controlled approved parts catalogue.	N
	76.	Host definitive / Configuration-controlled approved Maintenance schedule.	N
	77.	Host/suggest Repair data.	N
	78.	Host definitive / Configuration-controlled Minimum Equipment List (MEL).	N
	79.	Host/generate pre-printed expendable work cards.	N

²¹ Including data disposal security requirements published in JSP 440 – The Defence Manual of Security, Resilience and Business Continuity, and JSP 441 – Managing Information in Defence.

Annex B to RA 1223

Non-Functional Requirements ▶◀

1. Activities detailed in Annex B as required 'Y' maintain the status of AMC. Activities detailed as required 'N' are provided as GM. ▶ Where they relate solely to Electronic IS, this is stipulated below, either as a section or as an individual activity. ◀

Category / Ser No	Requirement	Required
Design / Certification / Acquisition ▶ (Electronic IS) ◀		
1.	Where an electronic IS is used, the IS should be designed by a Competent Organization. The requirements of RA 1005 – Contracting with Competent Organizations, should be considered for Safety critical functions.	Y
2.	Electronic IS applications should be developed to a recognized software standard, commensurate with the Safety criticality of the IS outputs. ²²	Y
3.	The 'look and feel' of the system employed should be ▶◀ assessed▶ ²³ ◀ as being clear, unambiguous and logical.	Y
4.	Where an electronic IS is used, it should be tested using operationally representative data (Validated and Verified) before introduction to Service.	Y
Airworthiness Data Integrity ▶ (Electronic IS) ◀		
5.	AIM should have data integrity Validation checks, journaling and associated data auditing to support design integrity requirements that are coherent with the ▶ importance◀ of the data. Audit procedures should include explicit checks for the corruption or tampering with ADD.	Y
6.	AIM should incorporate user access control arrangements that place appropriate degrees of control on data entry, manipulation, access and retrieval coherent with the ▶ importance◀ of the data and the Maintenance documentation Certification requirements▶ ¹⁶ ◀. Where an electronic IS is used, each terminal should contain programme safeguards against unauthorized alteration of the database and should also have traceability features (eg two factor authentication).	Y
7.	The Maintenance management function should incorporate logical junctures (ie 'Certification points') at which Maintenance Certification of completed activities is recorded (by signature or electronically).	Y
8.	The Maintenance management function should provide an Audit trail of activities carried out and those responsible for the Maintenance activity. The Maintenance Certification of the activity should link the individual responsible to the activity itself. The system should enable the correct authority level to certify the Maintenance activity.	Y
9.	The Maintenance management function should enable a complete reviewable data set to which the Maintenance Certification attests, including any additional certified data on which the Certification is dependent.	Y
10.	Where applicable, AIM should have functionality and/or business processes that minimise likelihood and manage (indicate) the instance of duplicate asset creation ▶◀.	Y
11.	AIM should utilize a single universal time zone for Maintenance Certification and recording.	Y
12.	Where health management algorithms are incorporated in AIM, they should be assured to the satisfaction of the TAA.	Y
Security and Legal		
13.	▶ Where an electronic IS is used, the IS ◀ should meet the applicable security requirements ²⁴ .	Y

²² When using the requirements of Def Stan 00-055, the means of compliance selected to meet the requirements ▶ **should** ◀ be agreed with the authority.

²³ ▶ Eg TAA assessment using input from the end user community. ◀

²⁴ In accordance with JSP 440 and Air System-specific security requirements (eg International Traffic in Arms Regulations - ITAR).

14.	Where Maintenance Certification is recorded using Electronic Signatures, applicable legislation should be complied with ²⁵ . TAAs should ensure that their Electronic Signature solution will withstand legal scrutiny if matters relating to Airworthiness or culpability of an individual come under investigation ²⁶ .	Y
15.	ADD should be secured and handled in a way that supports investigations and/or legal proceedings in the event of an Incident or Accident.	Y
Configuration Management		
16.	Any ► electronic IS ◀ AIM hardware should be Configuration managed to a level coherent with the Safety criticality of the system's functional outputs.	Y
17.	Any ► electronic IS ◀ AIM software application employed should be Configuration managed to a level coherent with the Safety criticality of the system's functional outputs.	Y
18.	Where an electronic IS is used, initial release of and changes to ASD should be documented as approved by the TAA and implemented by appropriately authorized personnel.	Y
19.	There should be an auditable record (eg journaling, additional Maintenance Work Orders (MWO)) created to reflect changes, corrections, additions or deletions of MCRM data that may be required after initial recording.	Y
20.	MWO ²⁷ , including MAM-D-based formats ²⁸ , Work Cards ²⁹ and any other electronic system-generated formats should be Configuration controlled.	Y
21.	AIM should have defined processes for component record creation, alteration and deletion, which should only be carried out by an appropriately authorized person.	Y
22.	AIM should conform to a Minimum Data Capture List ³⁰ determined by the TAA.	Y
Operation		
23.	AIM should have adequate redundancy / reversionary arrangements. Electronic IS elements should have cyber-attack defence and recovery measures in place as detailed within the platform Risk Management and Accreditation Documentation Set (RMADS).	Y
24.	Where electronic IS are used, they should have off-line processes, which are specified in AIM instructions and the Air System Business Continuity and Disaster Recovery Plans.	Y
25.	Where appropriate, AIM needs to have a portable capability that is robust and approved. If an electronic IS Maintenance management function is to be used whilst on deployed operations, access to the main IS may not be continuously available; there needs to be a timely and robust method of synchronization during deployment and on subsequent return to the home Stn/Ship/Unit.	N
► 26.	Where an electronic IS is used, consideration needs be given to provision of additional functions such as: a comprehensive problem / discrepancy log that can be exportable, exploitable and searchable; data extraction; and data error monitoring capability, etc.	N◀
Documentation		
27.	AIM through life management arrangements should be captured in ► appropriate documentation. ◀	Y
28.	AIM should have a current Business Continuity and Disaster Recovery Plan.	Y
29.	AIM should be included in the Air System Support Policy Statement.	Y
30.	AIM should have effective and current processes (for example, change management, AIM instructions/user manual).	Y
Training		
31.	AIM should have a training programme ³¹ for personnel (If an Electronic IS is used this is to include users and administrators).	Y
Safety Management		

²⁵ Guidance on admissibility of Electronic Signatures is contained in the Electronic Communications Act 2000 Chapter 7; the strength of admissibility may be dependent on the level of authentication, Authorization and integrity control applied within the electronic IS.

²⁶ Further clarification may be sought from Defence Legal Services. Examples of Electronic Signatures are Smart Card and Personal Identification Number (PIN), Physical Input Devices (PID), Biometrics and physical signature capture / recognition.

²⁷ Maintenance Work Orders do not include pre-populated Technical Information.

²⁸ A format is an electronic copy of a standard MOD Form 700 form.

²⁹ Work Cards (eg Maintenance procedures, F2988, MOD Form 707MS) include pre-populated work content.

³⁰ A Minimum Data Capture List is a controlled and TAA-approved list of parameters that ► **should** ◀ be captured within AIM to sustain TAW, achieve the Support Policy and allow effective Data Exploitation, in accordance with the Air System Safety Case.

³¹ In accordance with JSP 822 – Defence Direction and Guidance for Training and Education.

32.	AIM should be included in the Air System ►TASA◄	Y
AIM Interfaces ► (Electronic IS) ◄		
33.	Where applicable, AIM is to interface effectively with the Air System training/Authorization management system.	N
34.	Where applicable, AIM is to interface effectively with other Air System Maintenance systems (eg low observable systems).	N
35.	Where applicable, AIM is to interface effectively with the Air System mission planning system.	N
36.	Where applicable, AIM is to interface effectively with the Air System supply chain/inventory management system.	N
37.	Where applicable, AIM is to interface effectively with the Air System performance management system.	N
38.	Where applicable, AIM is to interface effectively with Commodity Delivery Team component management systems.	N
39.	Where applicable, AIM is to interface effectively with civilian supplier information management systems.	N