Instructions for Use

Ground Control Station Maintenance Work Log - MOD Form 707A(Peregrine)(GCS)

1. **General.** The Ground Control Station Maintenance Log (GCSML) is used to record details of the following:

    a. All faults raised, (includes those on any other approved Maintenance documentation).

    b. Work required to be carried out, (includes work on any other approved Maintenance documentation).

    c. A brief description of the action taken.

    d. When required, a cross reference to other approved Maintenance documentation used to record Maintenance activity.

The Ground Control Station Maintenance Log MOD Form 707A(Peregrine)(GCS) also provides a Co-ordinating action to provide assurance to the Operators that all Maintenance activity is completed before GCS use, regardless of the Maintenance documentation used. Throughout these Instructions for Use the term Maintenance Work Order (MWO) refers to the MOD Form 707B(IS).

2. **Insertion and Removal of MOD Forms 707A(Peregrine)(GCS).** MOD Forms 707A (Peregrine)(GCS) are to be inserted and removed from the MOD Form 700C in accordance with the instructions for Controlled Forms on MOD Form 799/1. The person removing a form is to ensure that the next Serial Number of Work (SNOW) in the sequence has been entered on the next MOD Form 707A(Peregrine)(GCS).

3. **Form Completion.** Raising an Entry. When the GCS is under the responsibility of the Maintenance organization, it is made unserviceable by raising an entry in its MOD Form 707A(Peregrine)(GCS) at the next SNOW available, this includes transferring details from other approved Maintenance documentation and entry from the MOD Form 707A of the Peregrine UAV. See **Paragraph 6** for the procedure for raising faults when the GCS is the responsibility of the Operator.

4. The person reporting the fault, or detailing the work required, is to complete the blocks as detailed in the sub-paragraphs below. In addition, if the co-ordinating certificate on the MOD Form 705(Peregrine)(UAV) has been completed, they are to inform the MOD Form 700C Co-ordinator immediately.

    a. **SNOW:** The SNOW is a 4-digit number that must be entered. The numbers are to be used consecutively from the first number allocated to the last, before recommencement at the first number.

    Note: A SNOW is to be entered even if Maintenance activity is being cross referred from other approved Maintenance documentation.

    b. **Originator's Printed Name.** Print the name of the person entering the Symptom/Work Required or cross referring to/from other approved Maintenance documentation.

    c. **Date.** Enter the date when the GCS and associated equipment was placed unserviceable.

    d. **Symptom/Work Required.** Enter details of the unserviceability, symptom or work required, these may be transferred from other approved Maintenance documentation.

    e. **B/F Box.** When several entries are made at one time for which the details in **Paragraphs 4 b and 4 c** are the same, the details should be completed only for the first entry, and for subsequent entries the **'B/F'** block should be initialled. Full details are required for each first entry on a new sheet.

    f. **707B(IS) Box.** If an MWO has been raised, tick the **'707B(IS)'** block in the GCSML entry.

    g. **ORN.** The originating MOD Form 707A Peregrine MOD Form 700C ORN must be entered when transferring the fault to the MOD Form 707A (Peregrine)(GCS). This is for Maintenance tracking and clarification of Maintenance being carried out.

    h. **JCN.** If an Electronic MWO (EMWO) has been raised, enter the Job Control Number (JCN) in the appropriate box (if required by the LIS). For GOLDesp On-Line (GOL) procedures refer to JAP100A-0409 series.

5. **MOD Form F707A Co-ordinator.** To clear an entry, the MOD Form 707A Co-ordinator is to complete the **'Action Taken/Co-ordination'** block as detailed below:

    a. Enter a brief synopsis of the work carried out. If transferred to ADF or LIM register include sheet and line details.

    b. Complete the **'Co-ord Printed Name'** block of the GCSML entry to certify they have satisfied themselves of the following:

        (1) If the entry has a related MOD Form 707B(IS), that it has been Co-ordinated by an authorized person.

        (2) If the entry relates to Maintenance activity documented on other approved documentation, that the task is complete or has been transferred

to the ADF or Lim Register. Additionally, they are to ensure that all relevant cross references are entered in the GCSML entry

6. **In Use Maintenance.** When the Operator has signed the acceptance certificate on the MOD Form 705(Peregrine)(UAV), no further Maintenance activities are normally undertaken. However, if a fault becomes apparent or work is required after the Operator acceptance, then only upon specific request from the responsible Operator or with their acceptance, may an appropriate tradesperson undertake Maintenance on the GCS.

7. Should it be decided that Maintenance is to be undertaken on the GCS whilst it is in use, the following procedure is to be followed:

a. The In Use Maintenance is to be documented with an entry in the AML and in all cases, the following wording is to be entered on the MOD Form 707A(Peregrine)(GCS) entry prior to stating the symptom/work required:

"In Use Maintenance carried out, authorised by Responsible Aircrew."

b. Prior to starting work verbal confirmation is to be obtained from the Responsible Operator that it is acceptable to do so and that they have completed any actions required by Standard Operating Procedures.

c. On completion of the work required verbal confirmation that work is finished is to be given to the Responsible Operator and the MOD Form 700C Co-ordinator, who is to clear the 707A(Peregrine)(GCS) entry as detailed at **Paragraph 5.**