Instructions for Use

System Support Equipment (SSE) Handover Certificate – MOD Form 705(Watchkeeper)(SSE)

System Support Equipment (SSE) Maintenance Work Order Log – MOD Form 707A(Watchkeeper)(SSE)

System Support Equipment (SSE) Handover Certificate – MOD Form 705(Watchkeeper)(SSE)

1. **General.** The MOD Form 705(Watchkeeper)(SSE) is used for the declaration of serviceability of all Watchkeeper System Support Equipment (ATOLs, Arrestors and PATE), recording of asset usage and initial recording of any faults. Provision is made to allow for continuous use under the control of the accepting Launch and Recovery (L&R) Commander, until a fault is identified/occurs or the next Preventative Maintenance task is reached.

2. **Insertion and Removal.** MOD Forms 705(Watchkeeper)(SSE) are to be inserted and removed iaw the instructions for controlled forms on MOD Form 799/1.

3. **Maintainers.** Maintainers holding appropriate authorization are to complete the required details for each asset below.

    a. **SSE Serial Numbers.** At **Line 2,** annotate the serial numbers of the assets assigned for the flight line tasking, minimum required 1 x Primary (P) PATE, 1 x ATOLS, 2 x Arrestor Sets (Primary and Secondary (P & S). Capacity is available to assign a Secondary (S) PATE if this is requested and available to meet tasking. If the secondary PATE is not made available, then this column is to be lined through.

    Notes:

    1. PATE Serial numbers are to match the GOLDesp identity, not the Prime Mover VRN.

    2. Additional spare assets can be assigned if available using the reverse of the MOD Form 705 (Watchkeeper)(SSE) with any unused columns lined through (1 sheet = 1 Task Line).

    b. **Next Calendar Activity.** At **Line 3** enter the next calendar based activity (from GOLDesp Simplified Item Task Schedule (SITS)).

    c. **Number of Arrests Remaining (Arrestors only).** At **Line 4** enter the number of arrests remaining (from GOLDesp SITS).

    d. **Number of Op Days Remaining (Arrestors only).** At **Line 5** enter the number of operational days remaining (from GOLDesp SITS).

    e. **Limitations.** At **Line 6** enter the SEQ number of any Limitations to the assets as per the MOD Format 703 contained within GOLDesp (if none then annotate with **"None"**).

    f. **Deferrals.** At **Line 7** enter the SEQ number of any Deferrals to the assets as per the MOD Format 704 contained within GOLDesp (if none then annotate with **"None"**).

    Note: The GOLDesp MOD Format 703/704 printout(s) may be placed behind the MOD Form 705(Watchkeeper)(SSE).

4. **Maintainer Co-ordination.** At **Lines 8, 9 and 10** the Maintainer holding appropriate authorization, is to enter their name, signature and Time Date Month (TDM) for each asset. By doing so, they are declaring that the asset is in a serviceable condition ready for handover and use by the L&R Team with specific reference to the following.

Note: TDM is to be expressed as HH:MM/DD/MM.

    a. The assets are clear from Preventative Maintenance for at least 24hrs post the time identified in **Line 10.**

    b. GOLDesp SITS has been reviewed and annotated accordingly as per **Paragraph 3.**

    c. The assets are clear from Corrective Maintenance and there are no open work orders within GOLDesp.

    d. The assets have adequate activities/usage available for the identified tasks (arrests, hours, days).

e. All Limitation and Deferral references have been entered at **Lines 6 and 7.**

f. The above activities have been completed and recorded as at the TDM at **Line 10.**

5. **Operator Acceptance.** At **Lines 11, 12 and 13** the L&R Supervisor is to enter their name, signature and TDM for each asset. By doing so they accept full control and responsibility of the asset with specific reference to the following:

a. Physical confirmation that the correct assets are to be used as per **Lines 1 and 2.**

b. Satisfaction with information contained at **Lines 3-10.**

c. All assets are clear from servicing for the duration of the task required.

d. Absence of Limitations to the assets which may hinder the required sortie tasking.

e. Acceptance of responsibility to conduct all pre-use and operator tasks as per FLRCs.

f. The above activities have been completed and recorded as at the TDM at **Line 13.**

Note: All pre-use and operator checks are to be conducted post acceptance iaw with the FLRC and any faults identified are to be reported.

6. **PATE Self Test.** At **Lines 14, 15 and 16** the PATE Operator is to enter their name, signature and TDM for each asset. By doing so they are declaring the asset has been tested iaw FLRCs.

7. **Operator Post-Use Return Declaration.** At **Lines 20, 21 and 22** the L&R Supervisor is to enter their name, signature and TDM for each asset. By doing so they are declaring the asset has been operated iaw the FLRCs and ADS and handing the control of the asset back to the MMO for Maintenance activity with specific reference to the following.

a. All assets have been collapsed and returned as per the direction given in the pre-flight activity brief.

b. Any activities have been recorded at **Lines 17 and 18.**

c. Any Corrective Maintenance activities (faults) have been recorded in the MOD Form 707A(Watchkeeper)(SSE) with the appropriate SNOW entered at **Line 19.**

d. In addition to the written entry in the MOD Form 707A(Watchkeeper)(SSE) a verbal brief has been given to the receiving Maintainer of all faults, issues and activities carried out where applicable and viable.

8. **Maintainer Post-Use Acceptance.** At **Lines 23, 24 and 25** the Maintainer holding appropriate authorization, is to enter their name, signature and TDM for each asset. By doing so, they are accepting responsibility of the asset into the MMO to conduct any Preventative and Corrective Maintenance iaw the ADS and GOLDesp with specific reference to the following:

a. Identification of where the assets are physically located.

b. Update to the asset usage within GOLDesp as recorded on the MOD Form 705(Watchkeeper)(SSE) at **Lines 17 and 18** and recorded the Sequence Number at **Line 26** (Arrestors only).

c. Review of the associated MOD Form 707A(Watchkeeper)(SSE) for any faults reported and for completeness/accuracy of the entry and sought clarification from the Operator that completed **Lines 20 and 21.**

d. Transfer and recording of any faults reported at **Line 19** to the MOD Form 707A(Watchkeeper)(SSE) and onto GOLDesp, recording of the SNOW and JCN at **Lines 27 and 28.**

e. The above activities have been completed and recorded as at the TDM at **Line 25.**

System Support Equipment (SSE) Maintenance Work Order Log – MOD Form 707A(Watchkeeper)(SSE)

9. **General.** The MOD Form 707A(Watchkeeper)(SSE) is used for the reporting of faults post use and recording of the transfer of the faults into GOLDesp by MMO personnel.

10. **Insertion and Removal of Forms.** MOD Forms 707A(Watchkeeper)(SSE) are to be inserted and removed iaw the instructions for controlled forms on MOD Form 799/1.

a. Enter the Unit and the operating location under Location Identifier.

b. Enter SNOW allocation, as allocated by local management in the From and To boxes under SNOW Allocation.

c. Enter the next sequential number in the Sheet No. boxes. When sheet '999' has been used, sheet numbering is to restart from '001'.

11. **Form Completion - Raising an Entry.** The L&R Supervisor completing **Lines 14 to 19** of the MOD Form 705(Watchkeeper)(SSE) is responsible for completing the following fields of the MOD Form 707A(Watchkeeper)(SSE):

a. **Originator's Printed Name.** Print the name of the person entering the fault symptom.

b. **SNOW.** Enter the next consecutive number from the Location Identifier/ SNOW Allocation.

c. **Date.** Enter the date the SNOW was raised in the following format: DDMMYY.

d. **Asset.** Enter the type of asset reporting on ie PATE, Arrestor or ATOLS.

e. **Serial No.** Enter the Serial No. of the asset reporting on.

f. **Symptom.** Enter a description of the fault being reported with as much detail as possible to aid fault diagnostics and rectification.

12. **Form Completion - Closing an Entry.** The Maintainer completing **Lines 20 to 25** of the MOD Form 705(Watchkeeper)(SSE) is responsible for ensuring the information is transferred into GOLDesp making the asset unserviceable within GOLDesp, by completing the following fields of the MOD Form 707A(Watchkeeper)(SSE).

a. **Action Taken.** Enter the statement that the specified fault has been transferred to GOLDesp and the Not On Aircraft (NOA) document set, for work recording.

b. **JCN.** Enter the JCN generated when raising the entry in GOLDesp.

c. **Printed Name.** Enter the name of the person making the GOLDesp entry.

d. **Date.** Enter the date the GOLDesp entry was raised and JCN generated in the following format: DDMMYY.

13. **GOLDesp Off-line.** If GOLDesp is unavailable (off-line) all Preventative and Corrective Maintenance is to be recorded in the NOA document set and "catch-up" performed iaw JAP(D)100A-0409-1 Chapter 2.4 - GOLDesp OFFLINE AND RECOVERY PROCEDURES.