



IT IS UP TO YOU

The AVIM shops are responsible for many aircraft repairs. And units want to get their equipment back in a reasonable amount of time.

How well the process works is up to you. If you want your equipment back and repaired in a reasonable amount of time, you must do your part when it comes to completing DA forms. The turn-around time is shortened when the paperwork is submitted correctly.

Filling out paperwork correctly is a biggie. What you do with that stubby pencil determines what and if anything happens to your equipment.

No component should go to AVIM with partially completed forms. Be sure to describe the problem or fault as well as you can. Always think paperwork first, then turn in components for repair.

In some cases, the AVIM shop has no choice but to return items to you unrepaired because they can't afford to second guess the problem or to tear down components unnecessarily.

Long aircraft downtime and slow turn-around time caused by incomplete paperwork may be your fault. The only way you keep the wrench out of the works is to fill out paperwork right the first time.

If you don't know what to do, DA Pam 738-751, TAMMS-A, will help you fill in the blanks.