



DEPARTMENT OF THE AIR FORCE

HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE, OHIO

MAY 07 2003

MEMORANDUM FOR WR-ALC/CC
OC-ALC/CC
OO-ALC/CC

FROM: HQ AFMC/EN
4375 Chidlaw Road
Wright-Patterson AFB OH 45433-5006

SUBJECT: Identification of Automated AFMC Form 202 Applications

1. ESC/CC directed the Technical Data (TD) System Program Office to maintain and control a baseline of all TD support systems, and requested center's support in surveying and identifying all existing systems (attachment 1).
2. As we worked the survey, automated AFMC Form 202, *Request for Engineering Assistance*, applications were not being identified. The interim guidance to AFMCM 21-1, Chapter 5 (<http://www.ide.wpafb.af.mil/toprac/interim.htm>) clearly identifies the AFMC Form 202 process as one of the TD processes. Furthermore, the interim guidance requires identification of these applications along with sufficient documentation to ensure they comply with processes and procedures.
3. Request you identify your program manager or POC for each automated AFMC Form 202 application and provide the information in attachment 2 in a consolidated center response to MSG/MMF, Ms. Julie Slagel, julie.slagel@wpafb.af.mil, or Mr. Fred Wertz, frederick.wertz@wpafb.af.mil, NLT 31 May 2003. Include the documentation prescribed by the interim guidance to AFMCM 21-1 which ensures process and procedure compliance. Refer process and procedure compliance questions to Mr. Lee Monroe, lee.monroe@wpafb.af.mil.



JAMES A. PAPA, SES
Director, Engineering and
Technical Management

Attachments:

1. ESC/CC Memo, 31 Jan 03
2. Program Information Requirements

cc:

MSG/MM
AFMC/LG/IG
WR-ALC/EN/LG
OC-ALC/EN/LG
OO-ALC/EN/LG