DEPARTMENT OF THE AIR FORCE
HEADQUARTERS AIR FORCE MATERIEL COMMAND
WRIGHT-PATTERSON AIR FORCE BASE OHIO

MAR 06 2000

MEMORANDUM FOR SEE DISTRIBUTION

FROM: HQ AFMC/DR
4375 Chidlaw Road, Room A114
Wright-Patterson AFB OH 45433-5006

SUBJECT: Technical Order (TO) Data Management in Joint Computer-aided Acquisition and Logistics Support (JCALS)

1. Per HQ AFMC/DR memorandum, 10 Dec 99, (*Technical Order (TO) Data Management and Clean-up*), Single Manager's must take immediate action to review TO management data for accuracy and completeness.

2. MAJCOMs are finding discrepancies in TO management data when using the official Air Force TO World Wide Web (WWW) Index. This TO index contains TO management data which MAJCOMS need to properly maintain their TO libraries and requisition TOs.

3. At the last check, there were over 3,000 TOs which cannot be assigned repository locations in JCALS because the required indexing actions have not been accomplished. A detailed list of those TOs with the missing management data are available by selecting the JCALS Focus Team button at http://www.pdsm.wpafb.af.mil/toprac/to-syste.htm. Using JCALS, each TO Manager is required to index and assign a stock number to their TOs, prior to initial distribution to the field. In an effort to assist TO managers with the data clean-up efforts, functional experts will visit each site to help overcome workload backlogs and facilitate effective use of JCALS desk top instructions. Over the next several weeks, we request your support in requiring TO managers to allocate time to work with the functional experts onsite at your location. Your JCALS site POC should be contacting each TO manager to work up an effective schedule. If you do not hear from your JCALS POC you should contact that individual. Your center JCALS POC is also identified at the same web site above.

4. We recognize that system responsiveness over the past several months makes the use of the JCALS Technical Manual function quite frustrating at times. A new software drop was installed 18-21 Feb 00, which incorporates many system improvements. Your support is critical to ensuring that we build and maintain the most accurate and complete TO management information database in the Air Force.

5. Our POCs for this effort are Ms. Pam Sutton, MSG/ILJ, DSN 674-0788, or Ms. Stacy Teate, HQ AFMC/ENBP, DSN 468-3157.

Robert P Bongiovi

ROBERT P. BONGIOVI
Major General, USAF
Director, Requirements

Attachment: (listed on next page)

Attachment:
HQ AFMC/DR Memo, 10 Dec 99

cc:
HQ AFMC/ENB
MSG/ILJ

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