Compilation Guide to MOD Forms 707B(ADP) (Revised Mar 22) and 707J(ADP) (Revised Sep 10)

To be compiled in BLACK ink ball point pen such that a good copy is made on Non Carbon Required forms

MOD Poster 300 C
(Revised Mar 22)
PPQ = 10

Area 3

The identity of the item is one of the most important entries on the MWO. Only the Item Ident No is entered on the computer. The description which the tradesperson enters on the Work Order is used for checking Ident Nos. rejected by the computer. Write the description in the clear space.

Enter the description of the Assembly / Sub Assembly / Item in the relevant block (you may have sufficient details to complete all 3), followed by the Ident No. in the boxes provided. An Ident Prefix Code is required (refer to MOD Form 799/5A(ADP), Table 6).
Insert in the first box:

A - For Section / Reference No.
B - For NATO No.
C - For Part No.
} See Examples Below

A 26FZ1234567 B 5659008765432
C 22-44-GL-99F

Note 1: For Section / Reference, and NATO Nos., **all** hyphens, obliques, strokes and spaces are to be **omitted**.

Note 2: There is no standard format for manufacturers part numbers, therefore punctuation **is** required, but spaces are to be omitted.

Note 3: NIV Part Nos. are **not** to be used iaw JAP 100C-02, chapter 1.1, para 5.7.

Note 4: In case of difficulty, contact E&AM(FW) by phone or letter.

ASSY / SUB ASSY / ITEM BLOCK - EXCEPTIONS:
1. If the fault is attributed to a component(s) which is / are consumable and judged to be insignificant and non-repairable, enter in AREA 3 the Assy or Sub Assy which contains the component, and describe the component and the fault in the 'Fault / Reason for Removal' block of AREA 1.

2. "Not in Use" items quarantined by MOD Form 760 action are to be identified in the 'Item' block.

3. Where work involves adjustment by means of recognised devices, eg: Turnbuckles, Potentiometers etc, these components are not to be identified unless faulty. Identify the Assy effected by the adjustment in the 'Item' block.

When there is a requirement to identify equipment, whether for mandatory reporting to E&AM(FW) or for management purposes, the following instructions are to be followed:

1. The component removed / repaired which was the subject of the Symptom / Work Required block in AREA 1, is to be entered in the appropriate block in AREA 3.

2. If the component is part of an Assembly or Sub Assembly, enter the Assembly or Sub Assembly details in the appropriate block.

3. If a number of components are found to be Faulty / LIFEX etc, record the first on MOD Form 707B(ADP), and the subsequent components on MOD Form 707J(ADP) (Additional Item Identification (AII)).

07 **10, 60** **11, 61** **13, 63**	AREA 3 Mandatory	**01** **02, 52** **05** **08, 58**	AREA 3 As Instructed	**03, 53** **06** **09, 59** **12, 62**	AREA 3 No Requirement

AIRCRAFT

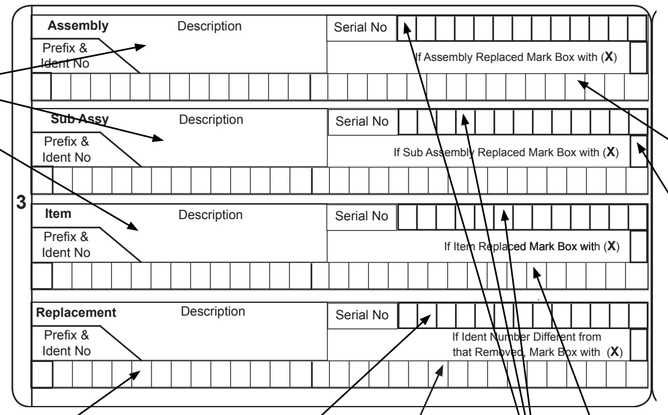
Work Type 01: Work such as Maintenance, OOPs, SIs, STIs and Modifications may not require an entry, unless for management purposes.

Work Type 05: MDS reportable Faults / LIFEX where the item can be identified will require an entry. Where a fault is eliminated but no specific item is found faulty, no entry is required in this area, ie: Air in hydraulic system. 'No Fault Found' does not require an entry.

NON / OFF AIRCRAFT

Work Types 02, 52: Required only for management purposes.

Work Types 08, 58: MDS reportable Faults / LIFEX where the item can be identified requires an entry. No entry is required when work has been done on a MDS designated installation and / or main equipment identified in AREA 2, but no specific item is found faulty.



Enter the Assembly or Sub Assembly details of which the replaced, removed or repaired item is a part.
(The Assembly or Sub Assembly could well be the replaced item).

If the Assembly or Sub Assembly was replaced enter an 'X' in the box provided.

If the Assembly or Sub Assembly was repaired or re-categorised then leave this box blank.

The Item block refers to the item / component replaced, removed or repaired. If part of a Sub Assembly enter the Sub Assembly details above, and if part of an Assembly enter details in the top block.
Enter the item description and Ident No. (using correct format) and enter the Serial No. If no Serial No. enter "NONE". Indicate if the item is replaced by entering an 'X' in the box.

Ident Number: When the replacement Ident No. is the same as the removed component, leave all the boxes blank.
Should the replacement have a different Ident No. to the removed component (for example an In-Lieu Item), enter this Ident No. in the boxes, using the correct format and prefix code, and enter an 'X' in the box provided.

Serial No: Whenever a Main Equipment is replaced (AREA 2), or if an 'X' is entered in the Assembly / Sub Assembly or Item Replaced Box (AREA 3) the Serial No. block must be completed, if no Serial No. enter 'NONE'.
Leave blank if no replacement.

Prefix and Ident No. Sect / Ref and NATO Stock Numbers should normally be no longer than 13 characters. Manufacturers part numbers may extend beyond thick line.

Once an Ident No. is entered in the Assembly / Sub Assembly / Item blocks the Serial No. becomes a mandatory requirement. If no Serial No. enter "NONE".

1. If the Serial No. has more than 13 characters (numerals, letters and punctuation) enter only the 13 right-hand characters.

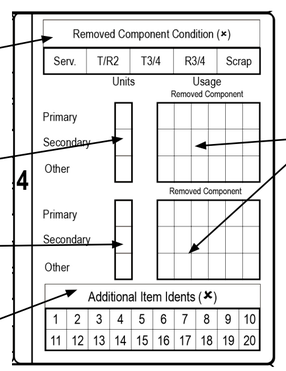
2. If no Ident No. in the block, leave the Serial No. boxes blank.

Area 4

Enter an 'X' in the appropriate box to indicate condition of removed component. (Last identified item in AREA 3).

When a usage is entered in the usage boxes, enter the code in the coding box / boxes to indicate the Units of Usage, eg: Hours, Landings, Rounds Fired etc.
For codes refer to MOD Form 799/5A(ADP) Table 5.

Record when a MOD Form 707J(ADP) is raised by crossing the next vacant number box. If more than 20 AIIs are required, local arrangements are to be made.



These blocks are used to record the life of a removed / replacement component with up to 3 lifing parameters.

In each block the top line of clear boxes is used to enter the current total primary usage. Only whole units are to be entered, do not mix units such as Hours and Minutes and do not use "NONE", "NIL" or "N/A".

When the component has a secondary life recorded the second line of clear boxes in each block is to be used, in the same manner.

Note 1: If the removed / replaced component does have its life recorded either in MOD Form 700 or an Elapsed Time Indicator (ETI), an entry **must** be made in the 'Units' / 'Usage' blocks. Both Removed and Replacement blocks are to be used. If no replacement repeat the removed usage.

Note 2: No entry need be made if the removed / replacement component does not have its life recorded.

01 **02, 52** **05** **07** **08, 58** **10, 60** **11, 61** **13, 63**	AREA 4 As Instructed	**03, 53** **06** **09, 59** **12, 62**	AREA 4 No Requirement		