

Compilation Guide to MOD Forms 707B(ADP) and 707J(ADP) – Non/Off Aircraft

To be compiled in BLACK ink ball point pen such that a good copy is made on No Carbon Required forms

Area 1

LIS use only. Enter the Job Control Number (JCN) of the task from the Logistic Information System (LIS) if required - see appropriate LIS instructions.

Originating Reference Number (ORN)

Work Types 11, 12, 13, 61, 62 & 63. Copy SNOW, Aircraft Serial No. (if applicable) and Day, Month and Year from the original Work Order or Equipment Conditioning Label (MOD Form 731).

Eg 1. Aircraft Originated, Supplementary:

SNOW	A/C Ser No.	Day	Mth	Yr
0009	XN407	03	06	99

Eg 2. Bay Originated, Supplementary:

SNOW	A/C Ser No.	Day	Mth	Yr
1234		20	06	99

Other Work Types. Copy the ORN from the MOD Form 707A(N/O/A) leaving the Aircraft Serial No. boxes blank.

Work Types 52 & 58. Enter the Time and Date the fault/incident was reported.

Other Work Types. Enter the Time and Date the work was started.

Enter a brief summary of the action taken or work done to the last Assy, Sub Assy or Item identified in **Area 3**. If no item is identified, state what work was done.

- Notes:**
1. Enter an 'X' in the appropriate box if the work has been transferred to the ADF/LIM Log. Leave stippled boxes blank.
 2. Enter an 'X' in the ADF box when the work is transferred to the Bond Log. (Work Types 08 and 58 only).

Work Types 11 & 61 only. If the fault was 'non-related' to the original arising then enter an 'X' in the box.

Note. A separate MWO is to be raised for each NRF arising.

All Work Types. Complete as follows:

1. **No Positive Diagnosis.** Where positive diagnosis is not possible, enter the symptom displayed by the lowest identified faulty component. Do not enter "Not Known".
2. **Bay Serviceability Test Required.** Enter "Bay Maintenance required to confirm serviceability".
3. **Reported Fault Not Found.** Where investigation reveals no fault, enter "No Fault Found".
4. **Cured Using Minor Items.** Where the fault is eliminated by replacing insignificant, consumable and non-repairable items, state the items replaced and enter brief details of the faults.
5. **Life Expired Item.** Enter "LIFEX".
6. **Scheduled Maintenance.** Enter "Scheduled Maintenance" (Work Types 02 & 52).
7. Do not use "Damaged" or "U/S" to describe the fault.

Maintenance Work Order

MOD Form 707B(ADP)
(Revised Mar 24)
Sheet 1

(Compile IAW JAP100C-02)

The diagram shows the layout of the Maintenance Work Order form. Key fields include: Sheet/Serial No., Bar Code, LIS JCN, Work Type, Originating Ship/Sqn/Unit, SNOW, A/C Ser No., Day, Mth, Yr, Start Time/Date, Symptom, Fault, NRF (*), Action/Work Done, ADF (*), LIM (*), When/How Found (Code), In Use (*), and Work Centre.

Area 1

- Work Types**
- 02, 08, 10, 11, 13, 52, 58, 60, 61, 63: All blocks are to be completed.
 - 03, 53, 09, 59, 12, 62: Complete the following blocks:
 - a. Work Type.
 - b. Originating Ship/Sqn/Unit.
 - c. Originating Ref No. (ORN).
 - d. Work Centre.
 - e. Symptom / Work Required.

Management Aid for use as required.

Enter the appropriate Work Type code taken from **Table 3** of MOD Form 799A(N/O/A).

- Notes:**
1. **Work Types 02, 03, 52 & 53.** Discard **Sheet 1**.
 2. **Work Types 11, 12, 61 & 62.** Discard **Sheet 1** as required.

Work Types 11, 12, 13, 61, 62 & 63. Starting from the left, enter the Originating Ship/Sqn/Unit code taken from the original Work Order or Equipment Conditioning Label (MOD Form 731).

Other Work Types. Enter the Originating Ship/Sqn/Unit code taken from **Table 2** of MOD Form 799A(N/O/A).

Work Types 11 & 61. Enter brief details of the symptom taken from the Equipment Conditioning Label (MOD Form 731).

Work Types 03, 09, 12, 53, 59, & 62. Enter either Working Hours or Work Centre Spillover.

Other Work Types. Enter brief details of what was observed to be wrong with the equipment or of the work required.

Note: The term 'U/S' is not to be used. Leave stippled boxes blank.

Starting from the left enter the When/How Found code copied from the relevant MOD Form 707A(N/O/A) entry. (Work Type 11/61 should show Code 612).

Cross this box if the equipment was In Use (see MAM-P Chapter 9.2).

Enter Work Centre code taken from **Table 2** of MOD Form 799A(N/O/A).

Work Types 11 & 61 only. If the fault was 'non-related' to the original arising then enter an 'X' in the box.

Note. A separate MWO is to be raised for each NRF arising.

All Work Types. Complete as follows:

1. **No Positive Diagnosis.** Where positive diagnosis is not possible, enter the symptom displayed by the lowest identified faulty component. Do not enter "Not Known".
2. **Bay Serviceability Test Required.** Enter "Bay Maintenance required to confirm serviceability".
3. **Reported Fault Not Found.** Where investigation reveals no fault, enter "No Fault Found".
4. **Cured Using Minor Items.** Where the fault is eliminated by replacing insignificant, consumable and non-repairable items, state the items replaced and enter brief details of the faults.
5. **Life Expired Item.** Enter "LIFEX".
6. **Scheduled Maintenance.** Enter "Scheduled Maintenance" (Work Types 02 & 52).
7. Do not use "Damaged" or "U/S" to describe the fault.

Area 2

Enter Aircraft Type code when either:

1. Work Type 08, 10 and equipment is Aircraft related.
2. Work Type 11, 13 and ORN contains an Aircraft Serial Number.

or

No Requirement. Leave blank.

The diagram shows the layout of the Area 2 form. Key fields include: A/C Type, A/F Hrs, WIN, WUC, Installation Type, Original ADF/Limitation ORN, BITE, Reporting Ship/Sqn/Unit, M Equip, Serial No., Unit & Usage, and Additional Info.

Only required for Work Types 11, 12, 13, 61, 62 & 63. Starting from the left enter the Sqn/Unit Code of your location, taken from MOD Form 799A(N/O/A) **Table 2**.

Primary. Where an identified Main Equipment is subject to life recording in a MOD Form 700 or on an Elapsed Time Indicator (ETI), enter in the 'Primary' block the appropriate Usage code taken from **Table 5** of MOD Form 799A(N/O/A) followed by the current total usage. Enter only whole units and do not mix units. eg Hours and Minutes.

Secondary. Where appropriate, enter the secondary Usage code and usage in the same manner using the 'Secondary' block.

Note: Units & Usage recording is mandatory for all Aero Engines and APUs.

- Area 2**
- Work Types**
- 02, 52, 08, 58, 11, 61: Blocks are to be completed as instructed.
 - 10, 60, 13, 63: Blocks are to be completed as instructed.
 - 03, 53, 09, 59: Leave blank.
 - 12, 62: Reporting Ship/Sqn/Unit to be entered.

Only required for Work Types 02, 08, 52 & 58. When applicable enter the Installation description in the clear box.

Description/ARI No. When work is done on a designated Main Equipment (see JAP 100C-02) enter in the clear space a brief description or, where appropriate, the ARI No. Leave stippled boxes blank.

Note: For Aero Engines refer to the JAP 100C-02.

Serial No. Where an identified Main Equipment has a Serial No, enter the Serial No. including any punctuation. If the Serial No. exceeds 13 characters (including punctuation), enter the 13 right-hand characters only. If there is no Serial Number write "NONE".

If Main Equipment Replaced Mark Box with (X). Cross this box if the identified Main Equipment was completely replaced.

Make no entry unless prior arrangements have been made with E&AM(FW) or instructions contained in JAP 100C-02 specifically detail a requirement to make an entry.