

**9 October 1998**



**Maintenance**

**CALBRATION OF TEST MEASUREMENT  
DIAGNOSTIC EQUIPMENT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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Certified by: 440 AW/LGMV  
(SMSgt Ernie Logemann)

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This instruction implements AFPD 21-1, *Managing Aerospace Equipment Maintenance*. This instruction establishes procedures for notification and calibration of test measurement diagnostic equipment (TMDE). It applies to all activities at General Mitchell IAP-ARS WI who possess locally-calibrated TMDE or items which are calibrated at the certified Precision Measuring Equipment Laboratory (PMEL) laboratory located at Duluth IAP MN.

**SUMMARY OF REVISIONS**

This revision includes updated procedures for equipment accountability as stated in Paragraph 1. Paragraph 2, Procedures, is reorganized and notification procedures have been changed. Paragraph 3 has been changed to reflect torque wrenches as the only locally calibrated TMDE. Battery corrosion inspection interval has been changed in Paragraph 4 and an applicability publication added. A (I) indicates revisions from the previous edition.

**1. Responsibility.** The TMDE user-owner is responsible to ensure all equipment covered under T.O.'s 00-20-14 and 33K-1-100-CD-1 is properly calibrated at the required intervals and prior to use of new equipment. The Guidance and Control Shop (GCON) will coordinate all calibration activities for the base. All organizations with equipment to be calibrated will ensure timely delivery and pickup at the GCON shop.

**2. Procedures:**

2.1. Changes: Notify the GCON shop of all new or transferred TMDE and requested changes to the master listings. The TMDE Master Listing is controlled by the Precision Measuring Equipment Laboratory at Duluth IAP, MN, and all changes to the listings must process through the GCON shop.

2.2. Delivery: Deliver TMDE due calibration to the GCON shop with a completed AF Form 1297, Temporary Issue Receipt. Guidance and Control Shop personnel will sign the receipt and give it to the owner of the equipment. Shipments are made on the Thursday prior to civilian paydays, items requiring calibration must be in the GCON shop no later than 1100 hours that day.

2.3. Pickup: Owners will pickup completed TMDE within two working days of notification by GCON personnel. Notification will be made by phone and/or e-mail.

2.4. Disposal: All TMDE being turned into base supply will be properly tagged and the GCON shop will be notified of the BAR CODE label number. All AFTO Forms (108, 394, 99, or 398) will be removed prior to turn in.

### **3. Locally Calibrated Precision Measuring Equipment (Torque Wrenches):**

3.1. Activities owning locally calibrated TMDE, (Torque Wrenches) will be notified by phone and/or e-mail when wrenches are due calibration. Deliver wrenches to the GCON shop as soon as possible after notification.

3.2. When calibration is complete, the GCON shop will contact the owner. Owners will pick up their wrenches within two working days of notification. Upon pickup, owners will inspect their equipment and verify that their equipment calibration has been updated.

### **4. Corrosion Inspection of Battery Powered TMDE designated in T.O. 33K-1-100-CD-1:**

4.1. All activities owning battery-powered TMDE will conduct a periodic check for corrosion from battery leakage at least every 180 days (IAW TO 33-1-27). If the act of inspection at this interval requires the breaking of the calibration/certification seal, then this inspection will be accomplished during the normal/scheduled calibration/certification interval by the PMEL.

PAUL R. COOPER, Brig Gen, USAFR  
Commander