DEPARTMENT OF THE AIR FORCE
HEADQUARTERS WARNER ROBINS AIR LOGISTICS CENTER (AFMC)
ROBINS AIR FORCE BASE GEORGIA

20 April 2004

MEMORANDUM FOR WR-ALC/LB/LE/LF/LG/LM/LS/LT/LU/MA/PK/AE

FROM: WR-ALC/CD

SUBJECT: Revised WR-ALC Guidelines for Depot Level Maintenance Approval Processes

1. Updated WR-ALC guidelines are hereby provided concerning depot workload approval processes. This guidance supersedes WR-ALC/CD memo, dated 23 Jun 03. Compliance with these revised guidelines is mandatory.

2. WR-ALC guidelines (atch 1) incorporates current AFMC/CC policy as provided by AFMC/CC memo, 19 Mar 03. Major changes reflected in the attachment pertain to procedures for processing and completing workload certification and contract review worksheets.

3. WR-ALC/XPXM will continue to review and obtain concurrence/nonconcurrence for all workload certification requests where there is an increase or a shift in budgeted dollars affecting 50/50 compliance. WR-ALC/MA will be the focal point and obtain final approval for contract review worksheets.

4. Your continued cooperation is required to ensure adherence to changes outlined in this memo. The focal point for further information is Elaine Vanderpool, XPXM, E-mail: Elaine.vanderpool@robins.af.mil, or phone 65542.

STEPHEN L. DAVIS
Executive Director

Attachment:
WR-ALC Guidelines

cc: MAWWA
LGRA