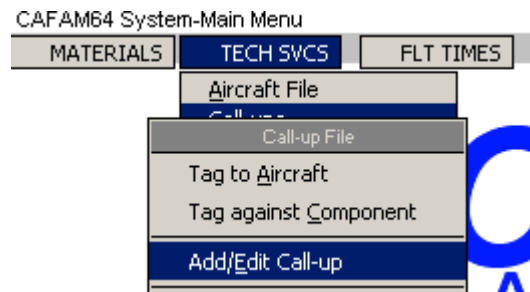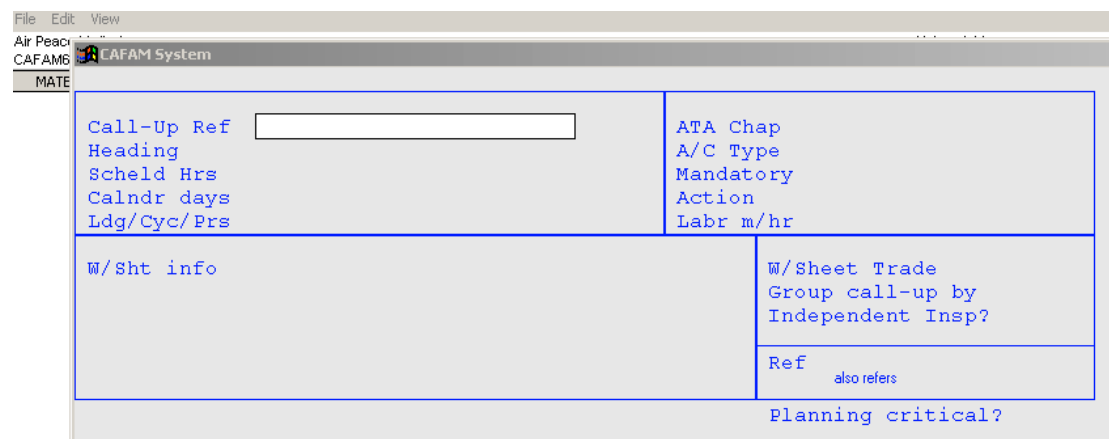## CALL-UP MASTER LIST ENTRY OF AD's, SB, MS

In CAFAM all items to be controlled against Aircraft or Components are entered as a 'Call-up'. These could be Airworthiness Directives (AD's), Service Bulletins (SB's), Maintenance Schedule or Program Items etc., anything that is a maintenance task as applicable to the aircraft. They are first entered to the Master Listing file using

On selecting this menu you get this Data Entry Screen:

For this example we will illustrate how to enter ADs that apply to the fleet. Once the Master List has been created these will be applied and tagged to the aircraft (discussed in a different document)

For the purposes of explanation, we'll assume that AD was issued by the FAA. To enter this in CAFAM prefix the actual number with the letters **FAA**. It is important and essential to do this otherwise your listing will be a messy muddle of numbers. By entering this prefix you will group all FAA ADs together.

Use other prefixes for other Authorities e.g. EASA, TC, CTA etc. Use this same logic to prefix Aircraft type when entering the Maintenance schedule e.g. B737-53-715-00, D328-27-192-11 etc.

If you have a particular AD with a start threshold at one interval; followed by repeat inspections at different Intervals, then enter number each time followed by PT1, PT2, etc i.e. as many Parts to the AD's periodicity as applicable. This will create individual entries in the Master List.

For FAA ADs post the year 2000 enter them as FAA2000-xx-xx. For those that are pre-2000 enter them as FAA 99-xx-xx. Note the space between "**A 9**" and no space in "**A2**". This ensure that they will list in the correct ascending order

TYPICAL ADD ENTRY

Enter Heading for the AD

Enter Periodicity

Call-Up Ref	FAA2017-23-07 T1	ATA Chap	57- -
Heading	LOWER CHORD REAR SPAR	A/C Type	B737
Scheld Hrs	0	Mandatory	M
Calndr days	0 or Due By: / /	Action	INSP
Ldg/Cyc/Prs	66000 CYCLES ▼	Labr m/hr	0.00

W/Sht info

Detailed inspection of the upper wing aft skin
from WBL 159 to 220 for any crack
Carry out Inspection as per data in AD

W/Sheet Trade
Group call-up by
Independent Insp?   N

Ref   SB 737-S7A1335
also refers

Planning critical?

Work Card Work Sheet Info to print on Work Card

Cross Ref info

Enter letter "M" to denote Mandatory as this
is an AD. Do not enter "M" for Maintenance
Schedule items i.e those that are non-mandatory

1. The Periodicity can be any combination of HRS, Calendar DAYS or LDG, CYC

2. The "Due by" date is to be only used if there is an ultimate date by which the AD must be completed. It is use in lieu of Calendar DAYS. You do NOT use both – it is one or the other

3. "W/Sheet Trade" is a option to separate and group your WorkPack by Trade i.e. A/Frame, Engine, Avionic etc - if so required

4. "Group Call-up by" is only used in Maintenance Schedule items where the Call is categorised and made to belong to a Group e.g. 1Y=Annual Item, 2Y-Bi-annual, B='B' Check, C='C' Check etc

5. "Independent Insp?" is an option to the trigger print additional data statement on the WorkCard/ Worksheet e.g. "Independent Inspection carried out … Part 1….Part 2 "

On re-entering this number again, the screen is retrieved with the following options:

```
Call-Up Ref   FAA2017-23-07 PT1          ATA Chap    57-  -
Heading       LOWER CHORD REAR SPAR      A/C Type    ADCRAFT
Scheld Hrs    N/A                        Mandatory   M
Calndr days   N/A   or Due By:  /  /     Action      INSP
Ldg/Cyc/Prs   66000CYCLES                Labr m/hr      0.00

W/Sht info                               W/Sheet Trade        EN
Detailed inspection of the upper wing aft skin   Group call-up by
from WBL 159 to 220 for any crack        Independent Insp?  N
Carry out Inspection as per data in AD
                                         Ref   SB 737-S7A1335
                                               also refers

Created by JD                            Planning critical?
Edited by JD
26/12/2017                               Rev No
                                         Rev dt    /  /
```

[Exit] [Edit] [Delete] [TaggedTo] [Prev] [Next] [MemoNotes] [Effectivity] [Panels]
[CalcLabr]

1. Edit – allows to do just that – Edit and correct any mistakes. The only thing you cannot alter is the "Call-Up Ref" itself. You can only do this from Utilities

```
Call-Up Ref   FAA2017-23-07 PT1          ATA Chap    57-  -
Heading       LOWER CHORD REAR SPAR      A/C Type    ADCRAFT
Scheld Hrs        0                       Mandatory   M
Calndr days       0 or Due By:  /  /      Action      INSP
Ldg/Cyc/Prs   66000 CYCLES ▼             Labr m/hr      0.00

W/Sht info                               W/Sheet Trade        EN
Detailed inspection of the upper wing aft skin   Group call-up by
from WBL 159 to 220 for any crack        Independent Insp?  N
Carry out Inspection as per data in AD
                                         Ref   SB 737-S7A1335
                                               also refers

                                         Planning critical?

                                         Rev No
                                         Rev dt    /  /
```

2. Delete – Self explanatory. Note: Deleting the Call-up will delete the entry and any associated Aircraft that are attached

3. TaggedTo – is a Report of Aircraft or Components that have the Call-up attached. Herewith example

CALL - UP FILE

AIRCRAFT TAGGED TO FAA2017-23-07 PT1

Aircraft		Manhrs	Lastdone	@ Aircraft		Time remaining			Action	Status
				Hrs	Ldg/Cyc	Hrs	Date	Ldg/Cyc		
FAA2017-23-07 PT1M - LOWER CHORD REAR SPAR										
5N-BQV		0.00	01/01/1980	0.0	0	N/A	/ /	28058CYCLES	INSP	COMPLY WITH

4. Prev and Next - to step through the file to Previous and Next Record

5. MemoNotes can be used to add additional information on the Call-up which can also print on the WorkCard as an option. E.g.

```
Heading      LOWER CHORD REAR SPAR        A/C Type    ADCRAFT
Scheld Hrs   N/A                          Mandatory   M
Calndr days  N/A    or Due By:  /  /      Action      INSP
Ldg/Cyc/Prs  66000CYCLES                  Labr m/hr      0.00

                                          W/Sheet Trade    EN
W/Sht info
Detailed inspecti | CALL-UP - Memo Notes *           _□×|    N
from WBL 159 to 2  | REQUIRED ACTION
Carry out Inspect  | (1) For Group 2 airplanes identified in Boeing Alert Service  35
                   |  Bulletin 737-57A1333, dated May 12, 2017: Except as
                   | required by paragraph (h) of this AD, at the applicable       ?
                   | times specified inparagraph 1.E., "Compliance," of Boeing
Created by JD      | Alert Service Bulletin 737-57A1333, dated May 12, 2017, 6
Edited by JD       | do all applicable actions identified as "RC" (required for
27/12/2017         | compliance) in, and in accordance with, the Accomplishment
                   | Instructions of Boeing Alert Service Bulletin 737-
                   | 57A1333, dated May 12, 2017
```

6. Effectivity - again like the above MemoNotes, this option allows for free text on the effectivity, e.g.

```
/Sht info                                  W/Sheet Trade    EN
etailed inspection | CALL-UP - Effectivity Notes *      _□×|  N
rom WBL 159 to 220 | Effective Date
arry out Inspectio | This AD is effective December 26, 2017
```

7. Panels- here you add in the Panels affected (if any) . When a WorkPack is produced there is an option to also print the "Panel Chart"

8. CalcLabr – Is intended for Maintenance Schedule and Maintenance Task Call-ups where the labour recorded in the TimeCard file is checked and averaged out to work the average man-hrs it takes to do the Call-up

-end-