



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH, VA 22042

IN REPLY REFER TO
BUMEDINST 1551.4
BUMED-M95
24 Feb 2017

BUMED INSTRUCTION 1551.4

From: Chief, Bureau of Medicine and Surgery

Subj: NAVAL AVIATION SURVIVAL TRAINING PROGRAM DEVICES – QUALITY ASSURANCE AND REVALIDATION POLICY

Ref: (a) OPNAVINST 1500.76C
(b) CNO memo Ser 00/4U500017 of 19 Jan 1994 (NOTAL)
(c) CNO WASHINGTON DC 241910Z Jul 98 (NOTAL)
(d) OPNAVINST 3710.7V
(e) BUMED NASTP Standard Operating Procedure (SOP), Chapter 6
(f) NMOTC Naval Survival Training Institute Det ltr 5220 Ser 54AS/013 of 13 Jan 2016 (QA&R Quarterly Criteria for FY16)

1. Purpose. To issue quality assurance and revalidation (QA&R) policy and requirements as they apply to the Naval Aviation Survival Training Program (NASTP) devices and to assign responsibility for implementation.
2. Cancellation. BUMEDINST 5220.3E.
3. Scope. This instruction defines QA&R policies for the Bureau of Medicine and Surgery (BUMED) and establishes a QA&R program for all training devices and systems used in the NASTP consistent with the policies and responsibilities in references (a) through (d).
4. Background. Reference (a) requires training agencies to institute a preventive maintenance program applicable to all training equipment utilized in the conduct of high-risk training and ensure the program is evaluated during reviews, evaluations, or inspections. References (b) through (d) designate BUMED as the training agent for NASTP. References (c) through (e) assign QA&R inspection requirements to the NASTP Model Manager, the Naval Survival Training Institute (NSTI). Aviation Survival Training Centers (ASTC) serve as NASTP training sites.
5. Action
 - a. BUMED Fleet Programs (BUMED-M95) is designated as the NASTP QA&R Program Manager and must administer the program per references (e) and (f).
 - b. Naval Air Systems Command (NAVAIR) NASTP Integrated Product Team (IPT) consisting of Aircrew Training Systems (PMA-205) and Naval Air Warfare Center, Training Systems Division (NAWC-TSD) will be used to provide technical expertise in support of the QA&R program.

c. Roles and Responsibilities

(1) BUMED must:

(a) Develop and promulgate device maintenance procedures through reference (e) and QA&R inspection criteria through reference (f).

(b) Update this instruction as required.

(c) Coordinate with NAVAIR NASTP IPT to:

1. Provide training device and system technical and logistics support advice and assistance. Funding for technical support, including In-Service Engineers (ISE) travel for QA&R inspections, is budgeted by NAVAIR PMA-205 and is included in a Work Assignment Agreement with NAWC-TSD.

2. Assist NSTI with quarterly updates on QA&R discrepancies and action items assigned to the NAVAIR IPT.

3. Provide logistic information pertinent to the scope of the QA&R inspection as requested by the ASTCs. Data must include device or system modification status, operational and depot level maintenance actions required, and device or system overhaul schedules.

(d) Conduct an annual QA&R program review within the Trainer Management Team meeting. At minimum, BUMED-M95, NAVAIR NASTP IPT, NAVAIR NASTP ISEs, QA&R inspectors, and technical advisors must be represented.

(e) Monitor the status of QA&R discrepancies and assigned actions.

(f) Assign action agency for discrepancies and assigned actions as warranted.

(2) NSTI must:

(a) Serve as the inspecting agent for the QA&R program.

(b) Prepare a QA&R inspection schedule in coordination with the ASTCs and NAVAIR NASTP IPT and disseminate the inspection schedule to all appropriate sites by 1 October of the inspection cycle fiscal year.

(c) Ensure QA&R inspection teams consist, at minimum, of a senior inspector from outside the ASTC being inspected and a NAVAIR NASTP ISE to provide engineering expertise.

(d) Budget for NSTI inspectors to complete site inspections and to review QA&R criteria.

(e) Conduct all QA&R inspections per references (e) and (f).

(f) Oversee remediation of discrepancies and assigned actions resulting from QA&R inspections.

(g) Review QA&R inspection reports generated by the QA&R Inspection Team and forward to BUMED-M95.

(h) Track all QA&R discrepancies and assigned actions from each ASTC. By the 15th day of the first month of each fiscal year quarter, report to BUMED-M95 and NASTP IPT the status of all outstanding discrepancies and assigned actions.

(i) Close QA&R discrepancies and assigned actions upon:

1. Receiving closure recommendation from the director of the appropriate ASTC.

2. Verification of final resolution (correction, repair, or determination that the issue does not merit further action) through review of documentation in the NAVAIR Training Information Electronic Resources System (TIERS).

(j) QA&R Inspection Team must:

1. Conduct QA&R inspections per this instruction and references (e) and (f).

2. Review and verify ASTC Operational Evaluation as provided during pre-inspection briefing.

3. Provide NSTI, the ASTC director, and ASTC device maintenance team with a final report of findings, discrepancies, assigned actions, and recommendations based on information gathered during the QA&R inspection of each ASTC.

(3) ASTCs must:

(a) Maintain a copy of this instruction, and references (e) and (f).

(b) Maintain current publications and log books for each training device and system under their cognizance. Required publications include operation and maintenance manuals, planned maintenance systems, sequence control charts and sections I (Custody and Inventory Record), III (Engineering Change Record), IV (Engineering Change Request Record), VII (Scheduled (Preventive) Maintenance Log), and VIII (Unscheduled (Corrective) Maintenance Log) of device log books (or equivalent data).

(c) Provide the QA&R inspection team with a written ASTC Operational Evaluation for each training device and system based on an assessment of local information and review of NAVAIR NASTP IPT data. The Operational Evaluation is to be sent to the inspection team for review 2 weeks prior to the date of the inspection. A template can be found in reference (f). ASTC Operational Evaluation must include, but is not limited to:

1. Data on cumulative number of students trained for each device over the last 3 calendar years. Data must be accompanied by a summary of utilization trends identifying any significant changes since the last inspection and assessment of causes of the changes. Analysis of whether trends may continue is also required.

2. A list of deficiencies and discrepancies that have reduced training devices and systems availability and a list of incidents in which a device failed to meet its designed performance requirements.

3. Recommendations for changes to the physical configuration or maintenance of devices submitted via training equipment change requests (TECR). In addition, list all overhaul or rework requirements since the last inspection.

4. Status for all incomplete discrepancies and assigned actions (open items).

(d) Assign a knowledgeable device maintenance representative from the ASTC to assist the inspection team.

(e) Provide a plan of corrective action in TIERS for any discrepancy that is not corrected within 30 days of the final report's posting to TIERS.

(f) Update discrepancy and assigned action status in TIERS quarterly until closed.

(g) ASTC device maintenance staff must keep the ASTC Director apprised of progress on open discrepancies and assigned actions. Document completion progress in TIERS.

(h) ASTC device maintenance staff must recommend to the ASTC Director closure of discrepancies and assigned action items in TIERS upon correction of discrepancies and assigned action items.


(i) ASTC Director must recommend closure of discrepancies or assigned action items in TIERS upon confirmation of final resolution (corrections, repair, or determination that the issue does not merit further action).

(j) ASTCs are not responsible for actions assigned to the NAVAIR IPT and are not required to comment. Communication with the NAVAIR IPT is required if the action item will result in a TECR.

6. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per SECNAV Manual 5210.1 of January 2012.

7. Review and Effective Date. Per OPNAVINST 5215.17A, the Bureau of Medicine and Surgery will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and statutory authority using OPNAV 5215/40, Review of Instruction. This instruction will automatically expire 5 years after the effective date unless reissued or canceled prior to 5-year anniversary date, or an extension has been granted.

8. Forms and Reports. The reporting requirements in paragraphs 5c(2)(g) and 5c(2)(h) are exempt from additional reporting requirements per SECNAV M-5214.1 part IV, paragraph 7j.



C. FORREST FAISON III

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site: <http://www.med.navy.mil/directives/Pages/BUMEDInstructions.aspx>