



DEPARTMENT OF THE NAVY
NAVAL AIR SYSTEMS COMMAND
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IN REPLY REFER TO

4790
Ser AIR-4.1/180
17 November 03

From: Commander Naval Air Systems Command (4.1)
To: Chief of Naval Operations (N781)
Via: Commander Naval Air Systems Command (3.0.B1)

Subj: DEVIATION FROM OPNAVINST 4790.2H

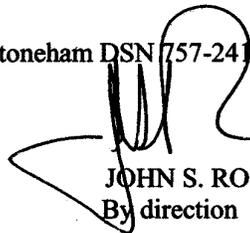
Ref: (a) OPNAVINST 4790.2H
(b) SECNAVINST 4855.5A (DLAR 4155.24)

Encl: (1) Aviation EI, HMR, PQDR Message Template

1. Request for Deviation from reference (a) for the incorporation of Product Quality Deficiency Report (PQDR) submission and processing through the NAMDRP website (<https://namdrp.navair.navy.mil/>). The initial implementation will commence February 2004 with follow-on phases to be completed in June and December of 2004. During this timeframe, changes to the procedures required by the reference instructions will be required as the new PQDR process is implemented through the website. This deviation request is intended for the Naval Aviation Community and respective contractors assigned functions within Naval Aviation commands affected by the implementation of the PQDR processing through the NAMDRP website. Formal submission of appropriate changes for references (a) and (b) will follow.
 - a. The areas most affected by the on-line implementation of the PQDR on the NAMDRP web site are listed below:
 - i. All PQDRs (CAT 1 and CAT II) will be initiated on the NAMDRP website instead of Naval Message or paper Standard Form 368 submission if an Internet connection is available.
 - ii. The Standard Form 368 will no longer be used for submission of PQDRs although the current 368 data fields will be collected electronically via the website process.
 - iii. All EI, HMR, HMR/EI and PQDR (Category I and II) report requests will follow a common format for submission on the NAMDRP website or by Defense Message if Internet connectivity is unavailable (encl 1).
 - iv. All reports for consumable materials will be submitted to NAVAIR for a safety impact review prior to screening by NAVICP.
 - b. These changes will primarily affect Volume II, Chapter 3 and Volume V, Chapter 10 of reference (a).

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2. The submission for Category I and II PQDR reports will be implemented from the NAMDRP website. The Category I reports will still be released through the Defense Message System (DMS) automatically from the website once submitted on the website by the originating activity. The Category II reports will be the same format but will be processed only through the website and not released automatically to the DMS system. All reports will be processed by the website workflow logic with follow-up notification emails to the applicable screening, action, and support points along with any desired distribution list of the originating activities. In the event Internet connectivity is unavailable to originating activities, PQDRs, as well as EIs, HMRs and HMR/EIs, can be submitted by DMS following the common message format in enclosure (1).
3. The Standard Form 368 will not be incorporated into this site for the submission of PQDRs for the Naval Aviation Communities. The NAMDRP BPR (Business Process Re-engineering) team standardized the PQDR report for Category I and II with EI submissions to enhance the ease of use for report submissions across the website. This will improve the processing and provide the same process for the originator comfortable with the existing NAMDRP user-friendly form and website. Mouse over and on line help assistant will be available to assist the originator of the report during submission.
4. A PQDR that identifies the defective material as a consumable part for the designated platform will be processed through a new safety impact review by NAVAIR Quality personnel prior to receipt by NAVICP. This process change is implemented to improve the visibility of consumable items with possible safety impacts that are not currently routed through NAVAIR.
5. Point of contact is CDR J. D. Stoneham DSN 757-2415.



JOHN S. ROSA
By direction

Copy to:
COMNAVAIRSYSCOM (AIR-3.3.3)

AVIATION EI, HMR, PQDR MESSAGE TEMPLATE

(Enter N/A or UNK if not applicable or unknown)

Precedence: <Priority/Routine as applicable>
FROM: <Message Originator PLA>
TO: <PLA of NAVAIR FST/Screening Point>
<AIG 423>
INFO: <Enter PLAs of other activities as applicable>
SUBJ: <Subject> (ex. FA-18 CAT II PQDR)
REFS: <References> (include OPNAVINST 4790.2H)
AMPN/NARR: <Amplification/Narrative> (amplify the references)
RMKS/1. <Reporting Custodian>/<UIC> (ex. VFA-122/09355)
2. <PLA of FST Unit> (ex. NAVAIRDEPOT NORTH ISLAND CA)
3. <RCN> (ex. R09355-03-0030)
4. <Julian date/location deficiency discovered> (ex. 03126/NAS LEMOORE CA)
5. <Cog Symbol>, <NSN>, <SMIC> (ex. 7RH, 1234-00-123-1234, EY)
6. <Nomenclature> (ex. TRANSDUCER, MOTION PICK-UP)
7A. <Mfr CAGE>, <Mfr Name>, <City>, <State> (ex. 81982, NOMO MFG CO., ALBANY, NY)
7B. <LRA CAGE>, <LRA Name>, <City>, <State> (ex. 54321, GOOD2GO INC., NEWARK, DE)
7C. <Shipper's Name>, <City>, <State> (ex. A-1 SHIPPERS, NORFOLK, VA)
8. <Manufacturer's part number> (ex. 140-203-1)
9. <Serial number>, <Lot or Batch number> (ex. 172, N/A)
10A. <Contract Number> (ex. N12345-01-C-1234)
10B. <Purchase Order Number> (ex. N1234599PO1234)
10C. <Requisition number> (ex. N0330050329003)
10D. <GBL number> (ex. 654321BA)
11. <New, Repaired, Reworked, Overhauled, Upkeep (from RFI tag)> (ex. NEW)
12. <Date manufactured, reworked, or overhauled> (ex. 03 AUG 99)
13. <Operating time at failure>(space)<Measurement Unit> (ex. 430 FLIGHT HOURS)
14. <Government Furnished Material? (Yes, No, N/A or UNK)> (ex. NO)
15A. <Quantity Received> (ex. 1)
15B. <Quantity Inspected> (ex. 1)
15C. <Quantity Deficient> (ex. 1)
15D. <Quantity In Stock> (ex. 3)
16A. <End Item Nomenclature>, <End Item Serial Number> (ex. FA-18E, N/A)
16B. <NHA NSN>, <NHA Nomenclature>, <NHA Part Number>, <NHA Serial Number>
(ex. 4321-00-321-5432, WHEEL ASSY, 617018, N/A)
17. <Dollar value of deficient material>(space)DOLLARS, <Man-hours to repair/replace>(space)MHRS,
<Estimated repair cost>(space)DOLLARS (ex. 5790.00 DOLLARS, 3 MHRS, 500.00 DOLLARS)
18. <Hazmat Procedure> (ex. N/A)
19. <Item under warranty (Yes, No, N/A or UNK)>, <expiration date> (ex. UNK)
20. <WUC> (ex. 13A1210)
21A. <Identify Supply Unit to Ship Exhibit> (ex. NAS LEMOORE SUPPLY)
21B. <Action/Disposition Narrative> (ex. HOLDING EXHIBIT, TRANSDUCER PICK-UP AT NAS LEMOORE
SUPPLY PENDING DISPOSITION INSTRUCTIONS)
22A. <Description of failure/discrepancy>
22B. <How safety of personnel or activity mission is affected>
22C. <Number of similar deficiencies in like items reported by the originating activity>
22D. <How deficiency was detected or confirmed>
22E. <Storage and handling information>
22F. <Indicate if supporting documents will be supplied> (ex. PHOTOGRAPHS AVAILABLE)
22G. <Description of incorrectly identified new material>
22H. <Recommendations> (for EIs and HMRS: enter N/A)
(for PQDRs: Fleet enter N/A; Depot list process recommendations)
22I. <Name of Cognizant Official>
22J. <Aircraft model>, <Bureau number> (ex. FA-18E, 165664)
22K. <Engine model>, <Serial number>, <Time Since New>, <Time Since Rework> (ex. F404-GE-402, 0360419, 1.5 HOURS, 0 HOURS)
22L1. <Date Last Repaired/Replaced>, <Last Maintenance Performed> (for EIs and HMRS: enter date and describe, for PQDRs: enter N/A)
22L2. <Damage to TFOA Item> (for EIs and HMRS: enter description, for PQDRs: enter N/A)
22L3. <Describe Profile at Loss> (for EIs and HMRS: enter description, for PQDRs: N/A)

Enclosure (1)