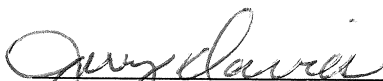


13 July 2012

**MEMORANDUM OF AGREEMENT  
BETWEEN  
AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES LOCAL 1709  
AND  
UNITED STATES DEPARTMENT OF THE AIR FORCE  
DOVER AIR FORCE BASE, DELAWARE  
CONCERNING 736/712 AMXS AIRCRAFT OPEN/CLOSE CHECKLIST**

The Parties hereby agree to the following:

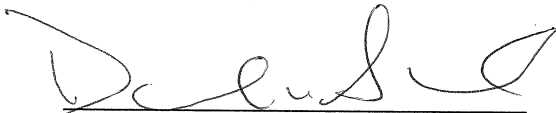
1. The sole purpose for the 736/712 AMXS Aircraft Open/Close Checklist is to be used as a valuable tool to remind workers of the proper sequence of opening and closing an aircraft as defined by applicable Technical Orders.
2. The 736/712 AMXS Aircraft Open/Close Checklist shall not contain any type of "Completed by" or "Signature" blocks.
3. Bargaining unit employees (BUEs) are encouraged but not required to accomplish the 736/712 AMXS Aircraft Open/Close Checklist as the checklist specific items are covered by the applicable Technical Orders.
4. The 736/712 AMXS Aircraft Open/Close Checklist will be retained in the aircraft forms.
5. Any changes to the checklist shall be agreed upon by all parties prior to implementation.
6. See attachment 1 "736/712 AMXS Open/Close Checklist"



JERRY DAVIES, President  
AFGE Local 1709



JUSTIN RADFORD, Major, USAF  
Commander, 736<sup>th</sup> AMXS



DAVID SCHMID, CMSGT,  
Superintendent, 712<sup>th</sup> AMXS

**AIRCRAFT INITIAL INSPECTION CHECKLIST**

**OPEN AIRCRAFT**

Aircraft:	OPEN AIRCRAFT					
	DATE	DATE	DATE	DATE	DATE	DATE
INSPECTION ITEM	SPOT	SPOT	SPOT	SPOT	SPOT	SPOT
	Time	Time	Time	Time	Time	Time
1 Extinguishers						
2 Chocks						
3 Grounded						
4 Fan Blockers(if required)						
5 Pitot Tube Covers / Streamers						
6 Stands						
7 Powered AGE Exterior Aircraft						
8 Walkaround						
9 Tool Inventory						
10 Forms Review						
11 Aircraft Brakes						
12 Latrines Sealed						
13 Cleanliness						
Time:						

- 1. Fire Extinguishers**
  - a. Ensure monthly inspection performed & documented on fire ext tag
  - b. Extinguisher located in designated place
  - c. No obstruction to access or visibility
  - d. Operating instructions on name plate legible and facing outward
  - e. Safety seals and (or) tamper indicators not broken or missing
  - f. No obvious physical damage, corrosion, leakage, or clogged nozzle
  - g. Pressure gage reading or indicator in the operable range or position
  - h. Condition of tires, wheels, carriage, hose, nozzle checked for tightness
  - i. Fullness determined by weighing or "netting"
- 2. Check aircraft chocks:**
  - a. Verify chocks installed and laced
  - b. 4 extra chocks allowable per wing tip; extras removed from spot
  - c. Empty spots: chocks aft of wing tip fire bottles/perpendicular to acct
- 3. Aircraft grounded w/ 2 grounding wires (as req'd)**
  - a. Two allen head screws installed to secure cable to clip
  - b. Screws coated w/ clear RTV sealant
  - c. Unused screws removed
- 4. Engine fan blockers (if required)**
  - a. Installed unless within 4 hours prior to flight
- 5. Pitot Cover installed if aircraft not on flying schedule**
- 6. Maintenance stands**
  - a. If not in use, lowered & parked in respective marked box
- 7. Pwr'd AGE & vehicles: parking brakes set/Fluid spills**  
(Manlifts NOT configured for tow!)
- 8. Exterior aircraft walkaround**
  - a. Observe for obvious leaks and anything out of ordinary
- 9. Account for and inventory all tools**
- 10. Review acct forms for doc errors (T.O. 00-20-1)**
  - a. Status of Today accurate? All discrep correctly documented
- 11. Ensure aircraft brakes are released**
- 12. Latrines sealed.**
  - a. Ensure sealed latrines are not tampered with
- 13. Cleanliness**
  - a. Overall aircraft cleanliness
  - b. Seatbelts and TOs neat and orderly

**AIRCRAFT INITIAL INSPECTION CHECKLIST**

	DATE	DATE	DATE	DATE	DATE	DATE
	Time	Time	Time	Time	Time	Time
<b>1. Forms Review</b>	SPOT	SPOT	SPOT	SPOT	SPOT	SPOT
<b>2. Act Brakes</b>						
<b>3. Cleanliness</b>						
<b>4. Doors/Hatches</b>						
<b>5. Grounded</b>						
<b>6. Tools</b>						
<b>7. Exterior</b>						
<b>8. Stands</b>						
<b>9. Powered AGE</b>						
<b>10. Fire Ext</b>						
<b>Time:</b>						

CLOSE CHECKLIST

1. Review act forms for doc errors (T.O. 00-20-1)
  - a. Status of Today accurate? All discrepancies correctly doc
  - b. Warning tag entries reference pg & item of original job
2. Ensure aircraft brakes are released
3. Cleanliness
  - a. Overall aircraft cleanliness
  - b. Seatbelts and TOs near, orderly, and inventoried
4. Ensure Windows, Doors, and Hatches are closed/installed
5. Aircraft grounded w/ 2 grounding wires (as req'd)
  - a. Two allen head screws installed to secure cable to clip
  - b. Screws coated w/ clear RTV sealant
  - c. Unused screws removed
6. Account for and inventory all tools
7. Exterior aircraft walkaround
  - a. Observe for obvious leaks and anything out of ordinary
  - b. Chocks positioned as required
8. Maintenance stands
  - a. If not in use, lowered & parked in respective marked box
  - b. Rails/pins install, brakes set, AGE tow bars slowed (as req'd)
  - c. Call to remove any excess AGE from flightline.
9. Powered AGE & vehicles: parking brakes set/fluid spills
10. Fire Extinguishers positioned/checked for serviceability

(Manlifts NOT configured for tow!)