



**DEPARTMENT OF THE AIR FORCE**  
HEADQUARTERS AIR FORCE LIFE CYCLE MANAGEMENT CENTER  
WRIGHT-PATTERSON AIR FORCE BASE OHIO

**BULLETIN**  
**AWB-210B**  
28 JANUARY 2021  
(supersedes AWB-210A)

## United States Air Force Airworthiness Bulletin 210B

**Subject:** United States Air Force Airworthiness Publications

**Attachment:** (1) References and Supporting Information

1. **Purpose.** Define types, purpose, and publication process for airworthiness (AW) publications.
2. **Office of Primary Responsibility.** The United States Air Force (USAF) AW Office, AFLCMC/EZZ ([USAF.Airworthiness.Office@us.af.mil](mailto:USAF.Airworthiness.Office@us.af.mil)).
3. **Applicability.** This bulletin applies to all USAF personnel preparing AW publications.
4. **Policy.** Air Force Instruction (AFI) 62-601, *USAF Airworthiness*, gives the Technical Airworthiness Authority (TAA) authority and responsibility to develop and issue bulletins, advisories, circulars, and directives to provide processes and procedures, and specific notifications necessary to assess and maintain the AW of air systems.
5. **AW Publication Types.** In accordance with the identified policy, the TAA issues the following types of AW publications:
  - 5.1. **AW Bulletin (AWB).** Detailed procedures and requirements to implement USAF and Department of Defense AW directives and instructions.
  - 5.2. **AW Advisory (AA).** Cross-platform information disseminated as needed to increase awareness of current or potential significant flight safety technical issues. AAs may be developed in response to AW issues arising from sources including:
    - 5.2.1. Government-Industry Data Exchange Program notices of potentially defective products or materials
    - 5.2.2. Federal Aviation Administration (FAA) issued Airworthiness Directives (ADs).
    - 5.2.3. Platform-specific AW issues discovered during development, production, operation, and maintenance.
  - 5.3. **AW Circular (AC).** Guidance, information, and recommended practices for complying with requirements and criteria governing AW. ACs may be issued to:
    - 5.3.1. Describe acceptable means of compliance with MIL-HDBK-516.
    - 5.3.2. Promote consistent application of AW processes.
    - 5.3.3. Help formulate AW products.
    - 5.3.4. Clarify a requirement or criterion to promote common interpretation.
  - 5.4. **AW Directive (AD).** Mandatory direction to Delegated Technical Authorities (DTAs) to accomplish specific activities related to AW.

**6. Format.** Templates are available from the USAF AW SharePoint site (see AWB-100 for a link to the site).

**7. Publication Process.** Publications are posted to the USAF AW SharePoint site (see AWB-100 for a link to the site).

### 7.1. Development:

7.1.1. The AW Office is the lead organization for developing AW publications. AW publications may be initiated or authored by other organizations.

7.1.2. Program Offices should notify the AW Office of potential AW issues that may warrant an AW publication. Proposed AW publications should be submitted to the AW Office for consideration.

7.1.3. The AW Office shall obtain approval from the Airworthiness Management Steering Group (AMSG) that an AW publication is required. The AMSG will evaluate potential AW issues and determine if necessary and sufficient information already exists for Program Offices to take appropriate actions to address the issue on their managed air systems, or if additional AW guidance or direction is required.

### 7.2. Coordination.

#### 7.2.1. AWBs and ACs.

7.2.1.1. The AW Office Configuration Manager (CM) will assign a tracking number and will route the draft and a Comment Resolution Matrix (CRM) to the DTAs, Technical Directors (TDs), AW Defense Industry Advisory Group (ADIAG) members, AFSEC/SEF, relevant Senior Leaders (SLs) for review and comment. The AW Office CM will distribute drafts to USAF program office AW leads for comment through their DTA. The review time span is nominally two (2) weeks.

7.2.1.2. The AW Office CM will return the CRM to the author for adjudication.

7.2.1.3. The AW Office and author will review comment adjudication with commenters. At the discretion of the AW Office Chief, a single comment adjudication meeting may be held to review feedback received.

#### 7.2.2. AAs.

7.2.2.1. The AW Office CM will assign a tracking number and will route the draft to the TDs and AFSEC/SEF for review and comment. Wider dissemination may be accomplished at the discretion of the AW Office Chief.

7.2.2.2. The AW Office CM will return the comments to the author for adjudication.

7.2.2.3. The AW Office and author will adjudicate comments and revise the AA as necessary.

7.2.2.4. The AW Office CM shall obtain coordination from AFSEC/JA as necessary to ensure consistency with privilege guidelines as identified in AFI 91-204, *Safety Investigation and Hazard Reporting*.

#### 7.2.3. ADs.

7.2.3.1. The AW Office CM will assign a tracking number and will route the draft to TDs, relevant SLs, and affected DTAs for expedited review and comment if the urgency of the issue permits.

7.2.3.2. The AW Office CM will return the comments to the author for adjudication.

7.2.3.3. The AW Office and author will adjudicate comments and revise the AD as necessary.

7.2.4. The AW Office CM will obtain technical editor review.

7.3. **Approval.** The AW Office CM shall facilitate AMSG final coordination and TAA approval and signature.

#### 7.4. Publication and Distribution.

7.4.1. The author shall submit the TAA-signed publication to the AFLCMC Public Affairs (PA) office for a Security and Policy Review (if appropriate).

7.4.2. The author shall provide an electronic copy of the cleared publication and the Public Affairs (PA) office determination to the AW Office.

7.4.3. The AW Office CM shall ensure the appropriate distribution statement is applied prior to publication and official filing.

7.4.4. Consistent with the distribution statement and PA office determination, the AW Office shall post approved AWBs, AAs, ACs, and ADs, in PDF format, to the USAF AW SharePoint site referenced in AWB-100.

7.4.5. The AW Office shall e-mail publication notification to all DTAs, HQ AFMC/EN, AFSEC/SEF, USAF program office AW leads, the ADIAG, and foreign military AW authorities that have recognized the USAF as a Military Airworthiness Authority, consistent with the publication's distribution statement and PA office determination.

8. **Updates and Cancellation.** The AW Office reviews all AW publications every two years, at a minimum, to determine currency and applicability. AW publications may be cancelled by the TAA when no longer needed. The AW Office will send a cancellation notification and update the posting on the AW SharePoint site.

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THOMAS M. FISCHER, SES  
Director, Engineering and Technical  
Management (AFMC/EN)  
USAF Technical Airworthiness Authority

**Attachment 1****REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 62-601, *USAF Airworthiness*, 11 June 2010  
MIL-HDBK-516C, *Airworthiness Certification Criteria*, 12 December 2014  
AFI 91-204, *Safety Investigation and Hazard Reporting*, 27 April 2018

***Abbreviations and Acronyms***

**AA** – Airworthiness Advisory  
**AC** – Airworthiness Circular  
**AD** – Airworthiness Directive  
**ADIAG** – Airworthiness Defense Industry Advisory Group  
**AFI** – Air Force Instruction  
**AFMC** – Air Force Materiel Command  
**AFSEC** – Air Force Safety Center  
**AMSG** – Airworthiness Management Steering Group  
**AW** – Airworthiness  
**AWB** – Airworthiness Bulletin  
**CM** – Configuration Manager  
**CRM** – Comment Resolution Matrix  
**DTA** – Delegated Technical Authority  
**FAA** – Federal Aviation Administration  
**PA** – Public Affairs  
**SL** – Senior Leader  
**TAA** – Technical Airworthiness Authority  
**TD** – Technical Director  
**USAF** – United States Air Force