ESTIMATED TIME REQUIRED

5 The estimated times for each stage of this instruction are:

5.1 Dismantling: 0.25 man-hours.

5.2 Embodiment: 0.25 man-hours.

5.3 Assembling: 0.25 man-hours.

5.4 Testing: Nil.

MODIFICATION IMPLEMENTATION

6 This modification is to be implemented by:

6.1 Units authorised to carry out Levels 2, 3 and 4 repairs.

6.2 Associated modification instructions. Nil.

6.3 Modification strike plate action. Nil.

ACTION REQUIRED BY

7 Action required by:

7.1 Units and establishments holding equipment.

7.1.1 Examine documents/JAMES to see if this modification is applicable.

7.1.2 Examine equipment or modification record plate to see if modification is embodied and, where necessary, units with Level 2 REME support, demand the stores required.

7.1.3 ARMY – On receipt of stores, request REME to modify equipment.

7.1.4 ARMY – Record the modification subject and AESP number in equipment documents/JAMES.

7.1.5 RAF – Record modification details on AF G1084A and Form 4870. Units operating STAMA are also to record modification details on ADP MTMS job certification sheet and to follow the procedures laid down in AP 100C – 08A.

7.2 Army units authorised to carry out levels 2, 3 and 4 maintenance and RAF units:

7.2.1 ARMY – When requested by users or during overhaul of the equipment on charge without REME Level 2 support, obtain the items in Para 8 and carry out this modification.

7.2.2 Record completion details of modification against appropriate entry in equipment documents/JAMES.

7.2.3 Complete AF G1084A when reporting completion of modification to FORWARD (RAF) using the following code:

7.2.3.1 RAF MODIFICATION CODE AFA190.

NOTE

RAF units operating STAMA are also to complete ADP MTMS job certification sheet and to follow the procedures laid down in AP 100C – 08A.

7.3 All recipients of this instruction.

7.3.1 Add particulars to AESP 2320-D-132-811.

STORES, TOOLS AND EQUIPMENT

8 The following stores, tools and equipment will be required to carry out this modification:

8.1 Stores to be demanded.

8.1.1 The following items are to be demanded quoting this instruction as authority for demand. Fig 1 shows the items associated with the modification kit.

Item No (1)	DMC (2)	NSN/ Part No (3)	Designation (4)	Qty per eqpt (5)
0	7WMK	2590-99-509-7898	Dipstick support kit (comprising):	1
1	7WMK	5340-99-158-1171	. Dipstick clamp	1
2	7WMK	2590-99-739-4800	. Dipstick support bracket	1
3	G1	5305-99-122-8750	. Hex HD set screw – M6x20 - ZP	2
4	G1	5310-99-122-3033	. Flat washer FORM A – M6 - ZP	4
5	G1	5310-99-122-5495	. Nyloc nut – M6 – ZP	2

8.2 Stores or suitable equivalent to be obtained locally.

6 Nil

8.3 Stores to be removed and returned through normal channels/reduced to scrap.

7 Nil

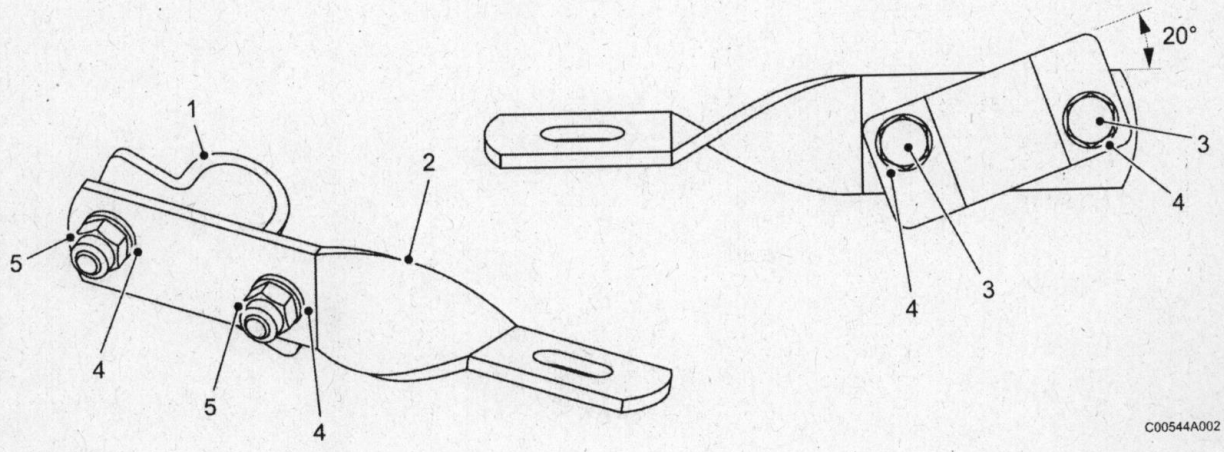


Fig 1 Dipstick support kit

SEQUENCE OF OPERATIONS

WARNINGS

(1) PERSONNEL INJURY. WHEN WORKING ON THE EQUIPMENT, ENSURE ALL LOCAL STANDARDS, AND WORKSHOP HEALTH AND SAFETY PRACTICES ARE ADHERED TO. IF ANY OF THE INSTRUCTIONS IN THIS DOCUMENTATION CONTRAVENE THE LOCAL STANDING ORDERS SEEK CLARIFICATON BEFORE CONTINUING.

(2) PERSONNEL INJURY. ENSURE ALL COSHH SAFETY DATA SHEETS ARE READ AND UNDERSTOOD BEFORE HANDLING HAZARDOUS SUBSTANCES.

CAUTION

EQUIPMENT DAMAGE. To prevent premature failure of securing devices, before operating, ensure they are clean and undamaged, and apply a light coating of general purpose grease.

9 Before starting this modification ensure that the vehicle is positioned on a hard standing with the parking brake applied, the engine switched off, the master switch set to the OFF position and its wheels chocked.

NOTES

(1) The figure key numbers are shown to support the text and item numbers of Para 8 are provided as reference where indicated.

(2) Check all previously removed securing components before reassembly, if not fully serviceable replace accordingly.

(3) When assembling securing devices, apply a small amount of general purpose grease (XG 279) to the threads. Ensure all excess grease is removed once equipment is fully secured.

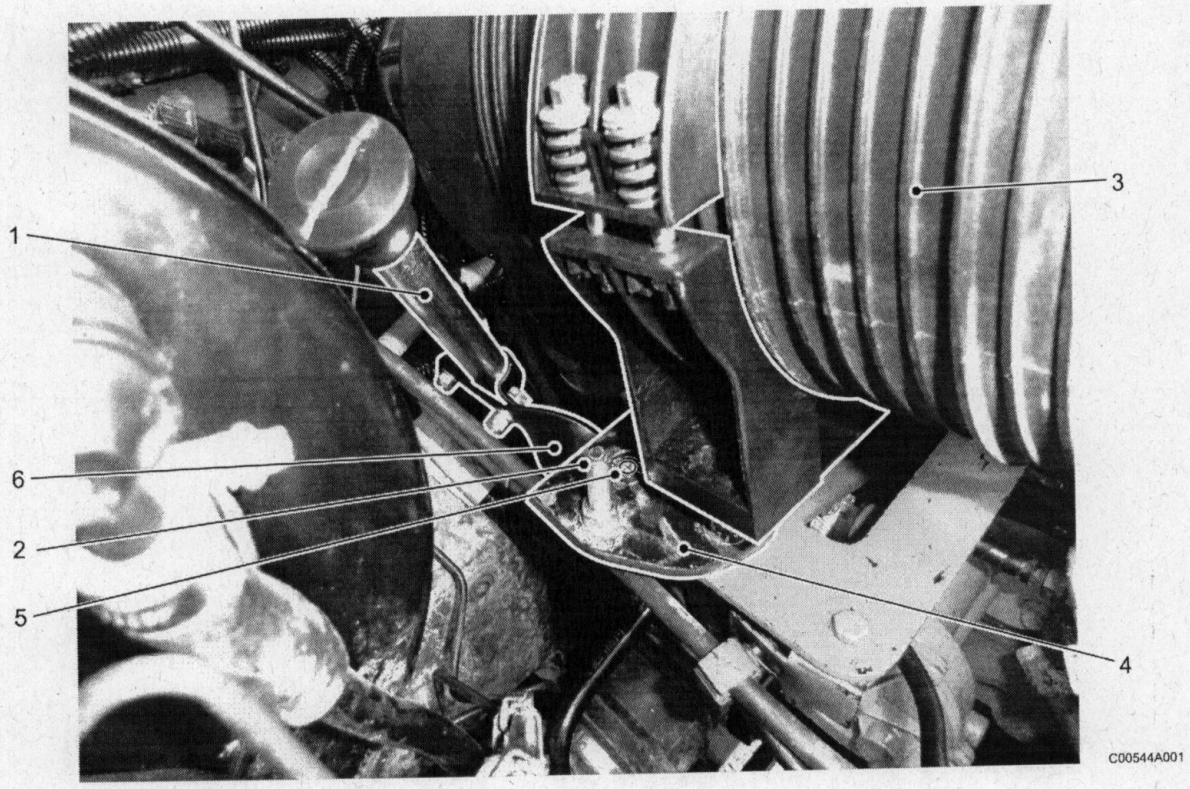
Disassembly

10 The disassembly procedure required to fit the modification is as follows:

10.1 Remove two nuts and washers from the captive screws (Fig 2.2) holding air cleaner to the support plate.

10.2 Remove the air cleaner (Fig 2.3) to provide access to the dipstick support bracket fixing point.

10.3 Remove the Nyloc nut and washer from the underside of the air cleaner support plate (Fig 2.4), attached to the countersunk screw (Fig 2.5).



1 – Dipstick tube
2 – Captive screw (2 off)
3 – Air cleaner
4 – Air cleaner support plate
5 – Countersunk screw
6 – Dipstick support bracket

Fig 2 Location of the dipstick within the engine

Embodiment

11 To embody the dipstick support bracket, proceed as follows:

11.1 Fit the single slotted end of the dipstick support bracket (Fig 2.6) to the underside of the air cleaner support plate (Fig 2.4) ensuring it is the correct way up. Loosely hold in place with the Nyloc nut, washer and countersunk screw.

11.2 Locate dipstick clamp (Fig 1.1) around the dipstick tube (Fig 2.1) and align the holes.

11.3 Place the Hex HD set screws (Fig 1.3) and flat washers (Fig 1.4) through the dipstick clamp side and secure with the Nyloc nuts (Fig 1.5) and flat washers (Fig 1.4) from the bracket side.

11.4 Ensure all nuts and bolts are tightened securely.

11.5 Refit the air cleaner (Fig 2.3) onto the air cleaner support plate (Fig 2.4).

11.6 Fit and tighten nut and washer onto the captive screws (Fig 2.2).

Testing after embodiment

12 Nil.

EFFEECTS OF WEIGHT

13 Negligible.

PUBLICATION AMENDMENTS

14 Necessary amendment(s) will be issued separately.

TRUCK UTILITY MEDIUM (TUM) HIGH SPECIFICATION (HS) HARD TOP (HT) W/ VPK SNATCH-2A, SNATCH-2B AND SNATCH-VIXEN PLUS

MODIFICATION INSTRUCTION No. 29

Sponsor:
DE&S SEOC SCP TD

Publications Agency:
DE&S

AMENDMENT RECORD

Amdt No.	Incorporated By (Signature)	Date
1		
2		
3		

Amdt No.	Incorporated By (Signature)	Date
4		
5		
6		

SUBJECT: Front upper seatbelt anchorage points

INTRODUCTION

1 This Modification Instruction has been raised from a safety issue for Truck Utility Medium (TUM) High Specification (HS) Hard Top (HT) With Vehicle Protection Kit (W/ VPK) SNATCH-2A, SNATCH-2B and SNATCH-VIXEN PLUS variants. There is a requirement to fit modified front upper seatbelt anchor points, to improve the safety of the occupants.

1.1 This Modification Instruction details the fitting procedures to be adopted together with instructions for the disposal/ refitting of any components and sub-assemblies removed from the equipment.

1.2 Limitations on use of equipment. Nil.

APPLICABILITY

2 This Modification Instruction is to be carried out on all platforms, as nominated by Protected Mobility Vehicle Programme (PMVP), held by user units.

REASON FOR MODIFICATION

3 Code 1 – Essential Modification.

ESTIMATED TIME REQUIRED

4 The estimated times for each stage of this Instruction are:

4.1 Dismantling: 1.0 man-hour.

4.2 Embodiment: 1.5 man-hours.

4.3 Assembling: 1.0 man-hour.

4.4 Testing: 0.1 man-hours.

MODIFICATION IMPLEMENTATION

5 This Modification is to be implemented by:

5.1 Units authorised to carry out Levels 2, 3 and 4 repairs.

5.2 Associated Modification Instructions. Nil.

5.3 Modification strike plate action. Nil.

ACTION REQUIRED BY

Action required by

6 The following action is to be carried out:

6.1 Units and establishments holding equipment.

6.1.1 Examine the equipment documentation and associated Joint Asset Management Engineering Solution (JAMES) record, or check the equipment/ sub-unit serial numbers and determine whether Modification is applicable.

6.1.2 Examine the equipment or Modification record plate to see if the Modification is embodied. Where necessary Units with Royal Electrical and Mechanical Engineers (REME) support should demand the stores required.

6.1.3 Army – on receipt of stores, request the REME to modify equipment.

6.1.4 Army – record the Modification subject and AESP number in the equipment documents.

6.2 Units authorised to carry out Unit, Field or Base repairs (Levels 2, 3 or 4).

6.2.1 Army – implement Modification when requested by the holding unit (or demand stores required for equipment on charge to units without REME support) and carry out the Modification during repair or overhaul where this is a stated restriction on implementation.

6.2.2 Record completion of the Modification in the equipment documentation and associated JAMES records as required.

6.2.3 All recipients of this Instruction are to add particulars to AESP 2320-D-132-811 Modification Instruction Index contained in the Preliminary pages.

STORES, TOOLS AND EQUIPMENT

7 The following stores, tools and equipment will be required to carry out the Modification:

7.1 Stores to be demanded.

Item No. (1)	DMC (2)	NSN/ Part No (3)	Designation (4)	Qty Per Eqpt (5)
1	7XD	2540-99-235-5537	Kit, seatbelt anchor	1
			Comprising:	
2	7NP	2540-99-173-2840	Bracket assembly seatbelt LH	(1)
			Comprising:	
3	-	00087-999	Screw, 7/16 x 1 5/8, hex hd	((2))
4	-	00302-999	Screw, M8 x 80, flanged hex hd	((1))
5	-	43548-150	Bracket, seatbelt anchor LH	((1))
6	-	43844-150	Bracket, barracuda	((1))
7	-	SSN08A27P	Nut, M8, nyloc	((1))
8	-	SSWPA12A2	Washer, M12, plain Form A	((1))
9	-	SSWPG08A2	Washer, M8, plain Form G	((2))
10	-	SSWSA12A2	Washer, M12, spring Form A	((1))
11	7NP	2540-99-886-2816	Bracket assembly seatbelt RH	(1)
			Comprising:	
12	-	00087-999	Screw, 7/16 x 1 5/8, hex hd	((2))
13	-	00302-999	Screw, M8 x 80, flanged hex hd	((1))
14	-	43549-150	Bracket, seatbelt anchor RH	((1))
15	-	43844-150	Bracket, barracuda	((1))
16	-	SSN08A27P	Nut, M8, nyloc	((1))
17	-	SSWPA12A2	Washer, M12, plain Form A	((1))
18	-	SSWPG08A2	Washer, M8, plain Form G	((2))
19	-	SSWSA12A2	Washer, M12, spring Form A	((1))
20	-	NPC266	Jobber drill bit, 12 mm dia	(1)
21	-	TPGZN223SBL	Arboseal, 22 x 3 mm, 12 m roll	0.010
22-24	-	-	Spare	

7.2 Stores or suitable equivalent to be obtained locally.

25	POLPEP	8030-99-224-9248	Anti-seize compound ZX-38 (100 g tube)	A/ R
			or	
	POLPEP	8030-99-224-9249	Anti-seize compound ZX-38 (500 g tin)	A/ R

SEQUENCE OF OPERATIONS

WARNINGS

(1) PHYSICAL INJURY. CRUSH HAZARD. PROCEDURE REQUIRES THE DRIVER AND COMMANDER DOORS TO BE OPEN DURING THE MODIFICATION. CARE MUST BE TAKEN, AS THE DOOR ASSEMBLIES ARE HEAVY AND COULD CAUSE CRUSHING INJURIES.

(2) PERSONNEL INJURY. WHEN CARRYING OUT DRILLING PROCESSES ON S-GLASS, ENSURE SUITABLE PERSONAL PROTECTIVE EQUIPMENT (PPE)(CLOTHING, GLOVES, GOGGLES ETC) ARE WORN AT ALL TIMES.

(3) PERSONNEL INJURY. WHEN CARRYING OUT DRILLING PROCESSES ON S-GLASS, ENSURE THE AREA OF WORK/ VICINITY IS SUITABLY PROTECTED FROM CONTAMINATION/ GLASS PARTICLES. ENSURE SUITABLE EXTRACTION/ SUCTION EQUIPMENT IS USED THROUGHOUT ANY DRILLING PROCESS IN ORDER TO MINIMISE/ REDUCE GLASS PARTICLE RELEASE.

CAUTIONS

(1) EQUIPMENT DAMAGE. To prevent premature failure of securing devices, before fitting ensure clean and apply a light coating of anti-seize compound. Failure to observe this CAUTION will lead to seizure of threads and damage to components.

(2) EQUIPMENT DAMAGE. Ensure the correct length and or types of securing devices are used. Incorrect securing devices may result in damaged equipment.

(3) EQUIPMENT DAMAGE. The seatbelt is under spring tension and if unsupported, could cause equipment damage.

(4) EQUIPMENT DAMAGE. Correct drilling procedures must be used when drilling. Failure to follow these procedures could result in damage to the armour panel.

(5) EQUIPMENT DAMAGE. Ensure all fixings to S-GLASS are correctly torque tightened. Over tightening could damage the S-GLASS.

8 This Modification Instruction details the installation of front upper seatbelt anchor points to SNATCH-2A, SNATCH-2B and SNATCH-VIXEN PLUS variants. Ensure the following points are adhered to:

8.1 Read the complete Modification Instruction prior to commencement, as this will allow identification of specific tasks or methods that may affect completion, such as time, spares and manpower.

8.2 Before starting this Modification ensure that the vehicle is positioned on a hard standing with the parking brake applied, the engine switched off, the master switch set to the OFF position and the wheels chocked. If the vehicle is inside, ensure extractor fans are used due to possible S-GLASS particles in the air.

8.3 Observe all the **WARNINGS** and **CAUTIONS** detailed within this Modification Instruction.

8.4 Left Hand and Right Hand (LH and RH) denotes the LH and RH side of the vehicle with respect to viewing the vehicle from the rear, looking towards the front.

CAUTIONS

(1) EQUIPMENT DAMAGE. To prevent premature failure of securing devices, before fitting ensure clean and apply a light coating of anti-seize compound. Failure to observe this CAUTION will lead to seizure of threads and damage to components.

(2) EQUIPMENT DAMAGE. Ensure the correct length and or types of securing devices are used. Incorrect securing devices may result in damaged equipment.

8.5 When removing and replacing equipment, always check and replace any unserviceable locking devices as necessary, this will ensure the correct and secure mounting of all the equipment.

8.6 When assembling securing devices, it will ease operation if a small amount of anti-seize compound, ZX-38 (Item 25) is first applied to the threads. Ensure all excess is removed once equipment is fully secured.

8.7 Ensure that the working area around the vehicle is made safe and be aware of any hazardous conditions that may exist. If the engine is to be started inside an enclosed space ensure that the exhaust gases are properly vented.

8.8 The Item numbers of Para 7 (example, Kit, seatbelt anchor (Item 1)) are used as reference throughout this Publication, as well as Figure (Fig) numbers. Some of the Items in Para 7 are for reference only and may not be called up as separate Items within this Instruction, as they are already assembled to other components/ assemblies.

8.9 Throughout this complete process the following information must be taken into consideration:

8.9.1 During this Modification, it may be required to remove cable ties to best access fixings. If cable ties are removed, they must be re-secured at the end of the Modification.

8.9.2 This Modification differs between vehicle variants. Procedures are marked accordingly where they are applicable to one variant type only.

REMOVAL

9 The procedure for the front upper seatbelt buckle removal differs depending on the SNATCH variant. Procedures are marked accordingly where they are applicable to a variant type only.

WARNING

PHYSICAL INJURY. CRUSH HAZARD. PROCEDURE REQUIRES THE DRIVER AND COMMANDER DOORS TO BE OPEN DURING THE MODIFICATION. CARE MUST BE TAKEN, AS THE DOOR ASSEMBLIES ARE HEAVY AND COULD CAUSE CRUSHING INJURIES.

CAUTION

EQUIPMENT DAMAGE. The seatbelt is under spring tension and if unsupported, could cause equipment damage.

SNATCH-2A and SNATCH-2B only

RH upper seatbelt buckle

10 To remove the existing upper seatbelt buckle (Fig 1(1)) proceed as follows.

10.1 Remove and discard the bolt (7) complete with plain washer (6) and nut (2). Ensure that the upper seatbelt buckle is supported during the bolt removal, as the seatbelt is under spring tension.

10.2 Leave the front upper seat belt buckle in a secure position, ready for later instruction.

10.3 Remove the barracuda buckle strap(s) attached to the barracuda bracket(s)(8) to allow space for removing fixings.

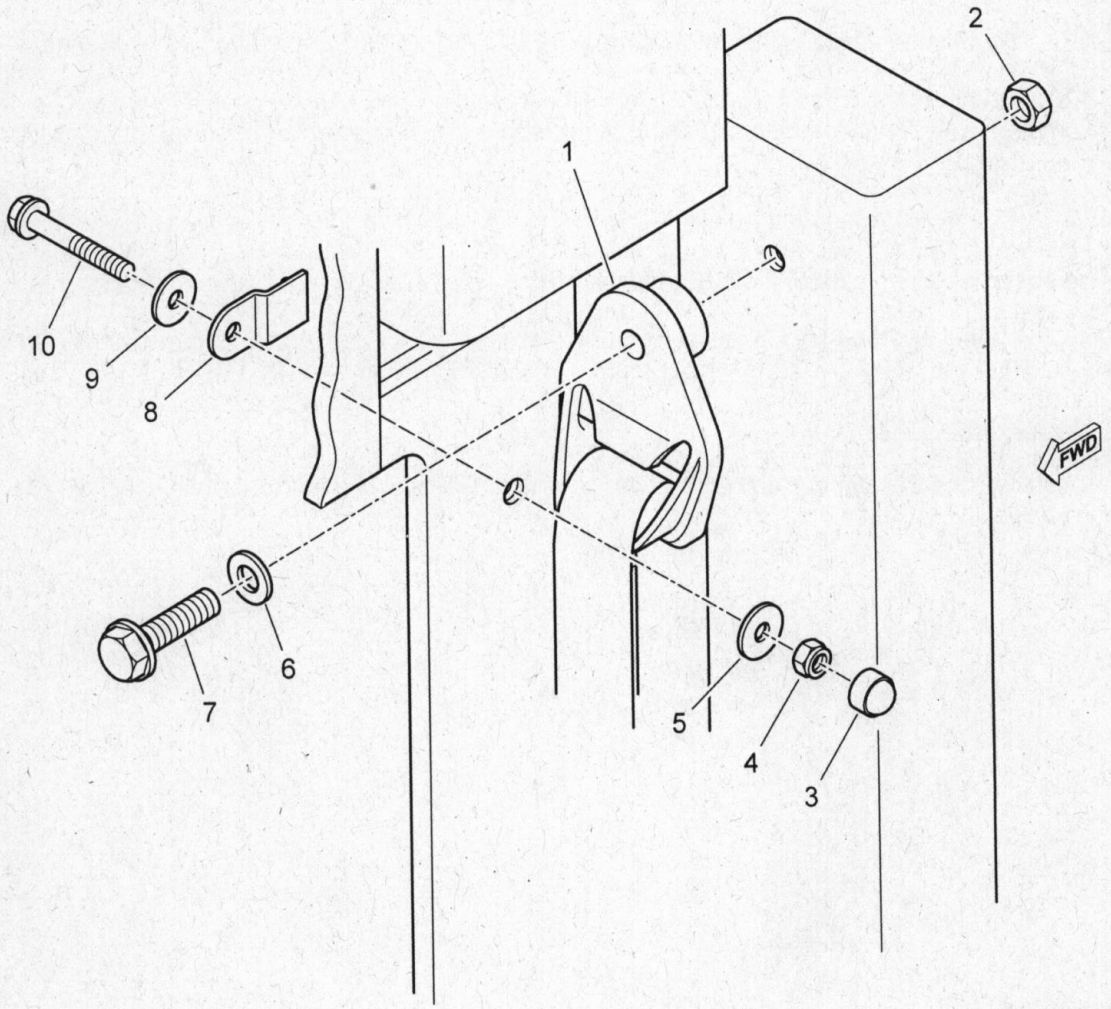
10.4 Remove screw (10) complete with plain washer (9), barracuda bracket, penny washer (5), nyloc nut (4) and end cap (3), which fix to the S-GLASS. Discard the barracuda bracket, retain all other fixings and end cap.

NOTE

Retention of the fixings will aid later through this Modification Instruction.

LH upper seat belt buckle

11 To remove the LH upper seatbelt buckle, repeat the procedure detailed for the RH upper seatbelt buckle. The procedure is identical with the exception that it is handed for fitment to the LH side of the vehicle.



+MAM1208-001

1	Upper seatbelt buckle	6	Washer, plain
2	Nut, plain	7	Bolt
3	End cap	8	Barracuda bracket
4	Nut, nyloc	9	Washer, plain
5	Washer, penny	10	Screw

Fig 1 Upper seatbelt buckle removal

SNATCH-VIXEN PLUS only

RH upper seatbelt buckle

12 To gain access to the RH front upper seatbelt buckle rear fixings, it is required to remove the RH upper mounting plate (Fig 2(6)) to access the rear nut securing the front upper seatbelt buckle. To remove the mounting plate proceed as follows:

12.1 Remove the installed ECM (if fitted), refer to AESP 5865-E-105-Octad (Volume 7).

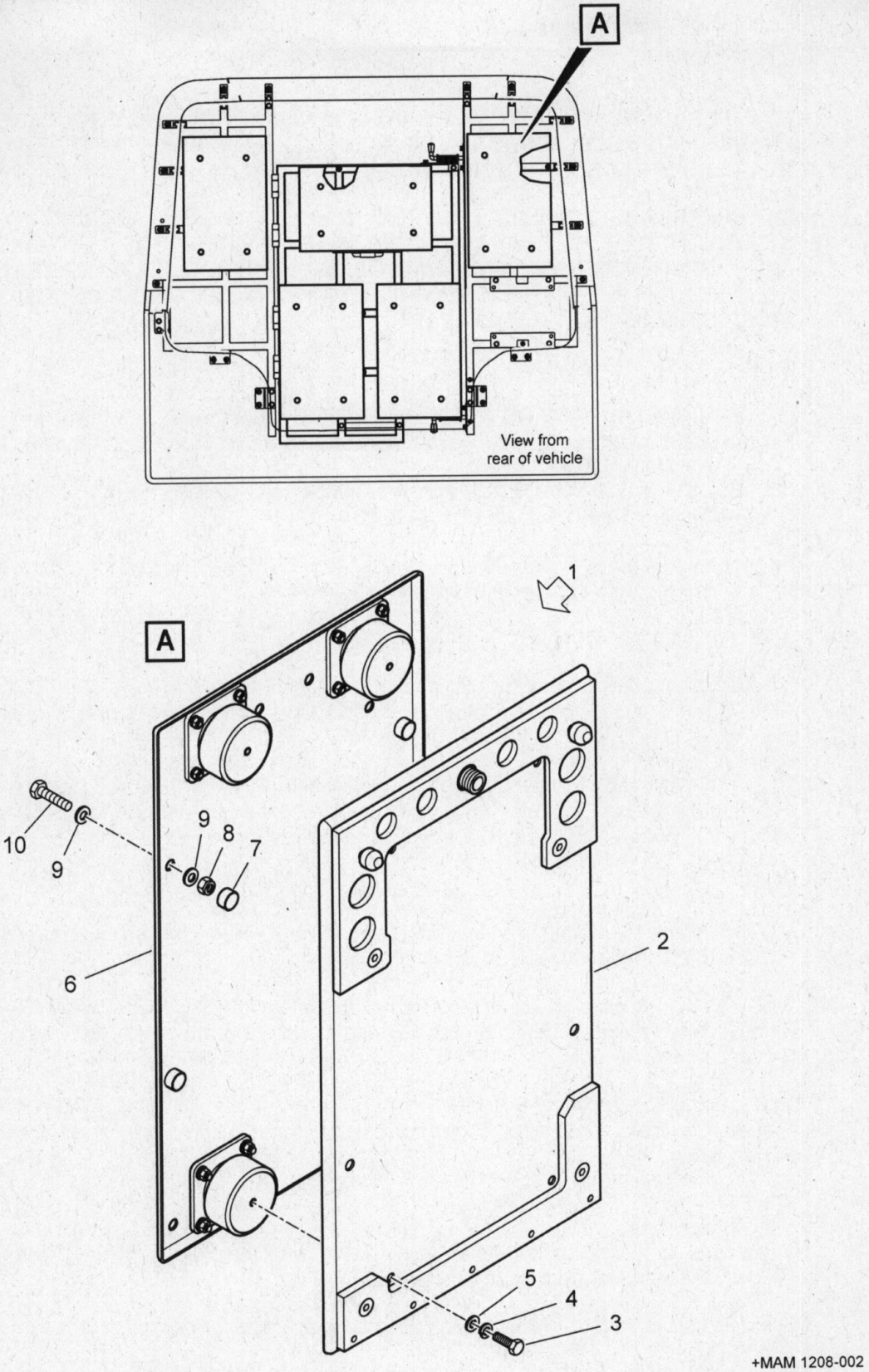
12.2 Remove the impact plate (2) from the mounting plate by removing the four screws (3) complete with spring washers (4) and plain washers (5). Discard the spring washers and retain all other fixings.

12.3 Remove the mounting plate by removing and retaining the four screws (10) complete with plain washers (9), nyloc nut (8) and protective caps (7). Once removed, access to the rear nut will be possible, taking care of the loose cabling in this area. Discard nyloc nut and retain other fixings.

13 The RH upper seatbelt buckle fixings are now accessible. Refer to Para 10, and follow instructions for SNATCH-2A and SNATCH-2B, paying attention to all **WARNINGS** and **CAUTIONS**.

LH upper seat belt buckle

14 To remove the LH upper seatbelt buckle, repeat the above procedure detailed for the RH upper seatbelt buckle.



+MAM 1208-002

1	ECM mounting	6	Mounting plate
2	Impact plate	7	Protective cap
3	Screw, M6 x 20, hex hd	8	Nut, M8, nyloc
4	Washer, M6, spring	9	Washer, M8, plain
5	Washer, M6, plain	10	Screw, M8 x 40

Fig 2 Mounting plate removal

INSTALLATION

WARNINGS

(1) PERSONNEL INJURY. WHEN CARRYING OUT DRILLING PROCESSES ON S-GLASS, ENSURE SUITABLE PERSONAL PROTECTIVE EQUIPMENT (PPE)(CLOTHING, GLOVES, GOGGLES ETC) ARE WORN AT ALL TIMES.

(2) PERSONNEL INJURY. WHEN CARRYING OUT DRILLING PROCESSES ON S-GLASS, ENSURE THE AREA OF WORK/ VICINITY IS SUITABLY PROTECTED FROM CONTAMINATION/ GLASS PARTICLES. ENSURE SUITABLE EXTRACTION/ SUCTION EQUIPMENT IS USED THROUGHOUT ANY DRILLING PROCESS IN ORDER TO MINIMISE/ REDUCE GLASS PARTICLE RELEASE.

CAUTIONS

(1) EQUIPMENT DAMAGE. Correct drilling procedures must be used when drilling. Failure to follow these procedures could result in damage to the S-GLASS.

(2) EQUIPMENT DAMAGE. Ensure all fixings to S-GLASS are correctly torque tightened. Over tightening could damage the S-GLASS.

15 The procedure for installation differs depending on the SNATCH variant. Procedures are marked accordingly where they are applicable to one variant type only.

Bracket, seat belt anchor RH points

16 An additional mounting point for the bracket, seatbelt anchor RH (Item 14)(Fig 3(1)) is required on the S-GLASS. To install the additional fixing point for the bracket, seatbelt anchor RH, proceed as follows:

16.1 Loosely secure the bracket, seatbelt anchor RH using retained fixings from Para 10.4. Ensuring the bracket, seatbelt anchor RH is at a right angle and the additional mounting point is parallel to the mounting used to loosely secure the bracket, seatbelt anchor RH.

NOTE

The bracket, seatbelt anchor is handed and must be installed to the correct side. Use Fig 3 as reference.

16.2 Mark the position for the additional fixing on the S-GLASS, using Fig 3 for reference. Remove the bracket, seatbelt anchor RH and discard the previously retained fixings. A suitable G-clamp (locally sourced) may aid this process by securing the bracket, seatbelt anchor RH.

16.3 Using the supplied drill bit (Item 20), spot drill into the S-GLASS. Ensuring it has not strayed from the marked area. When correct, drill through completely and remove all rough edges as necessary.

NOTE

Ensure that an extractor fan is used along with the correct PPE for this task, due to the particles in the air from drilling the S-GLASS.

17 Once drilling is complete, install the bracket, seatbelt anchor RH as follows:

17.1 Secure the bracket, seatbelt anchor RH to the S-GLASS using screw (Item 12)(3) with Arboseal (Item 21) applied, complete with spring washer (Item 19)(9) and plain washer (Item 17)(10). Torque tighten to 94 – 107 Nm.

17.2 Secure screw (Item 13)(8) complete with plain washers (Item 18)(6), bracket, barracuda (Item 15)(7), nyloc nut (Item 16)(5) and the retained end cap (4). Torque tighten to 42 Nm and refit barracuda strap(s) to bracket, barracuda.

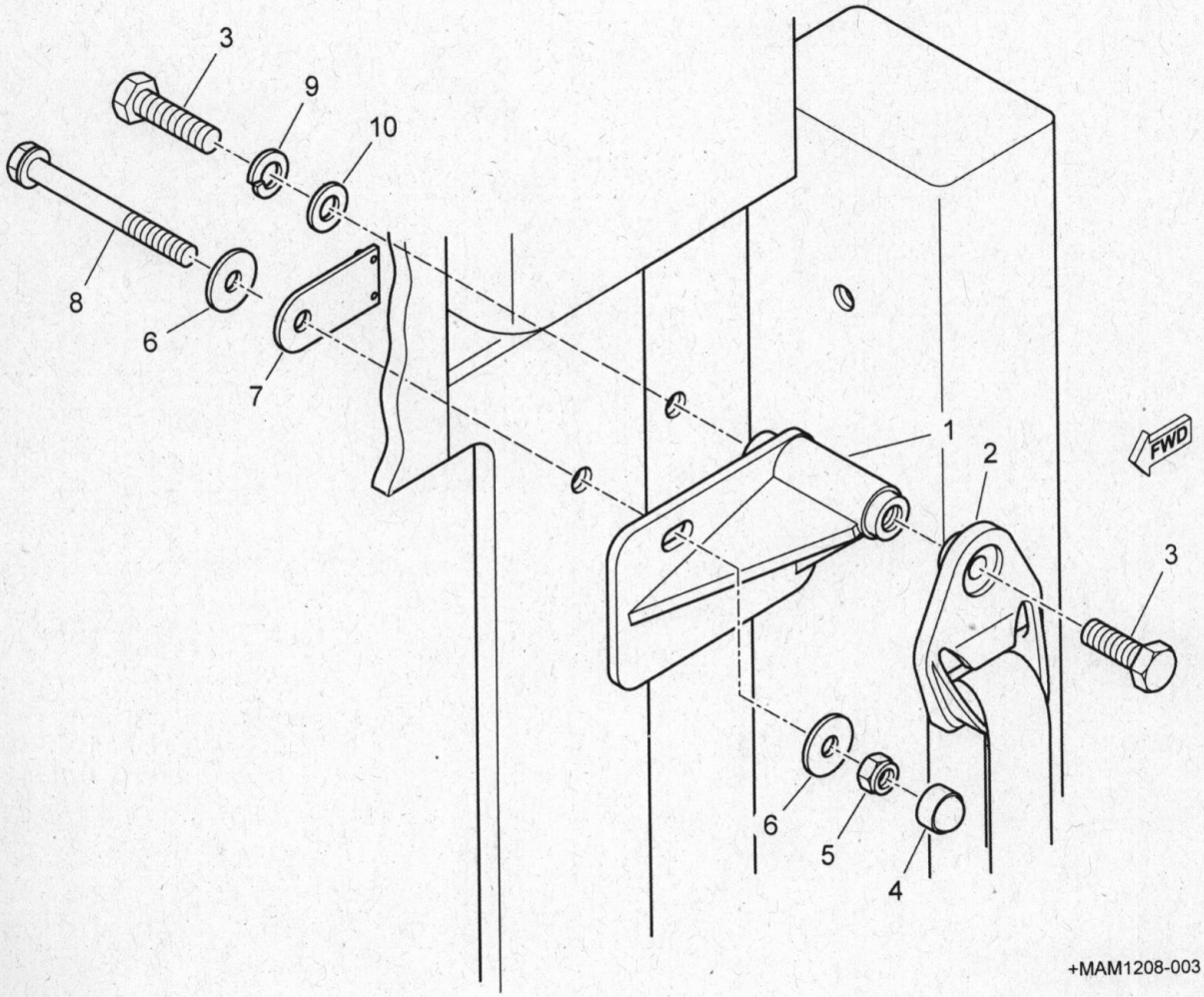
17.3 Secure the upper seatbelt buckle to the upper seatbelt anchor bracket using screw (Item 12)(3). Torque tighten to 94 – 107 Nm.

18 For SNATCH-VIXEN PLUS, refit all additional items removed in Para 12. Fitment is the reverse of the removal procedure and all **WARNINGS** and **CAUTIONS** stated must be adhered to. Ensure that removed ECM is replaced; refer to AESP 5865-E-105-Octad (Volume 7).

Bracket, seatbelt anchor LH points

19 To install the bracket, seatbelt anchor LH, repeat the procedure detailed in Para 16.

20 for the bracket, seatbelt anchor RH. The procedure is identical with the exception that it is handed for fitment to the LH side of the vehicle.



1 Bracket, seatbelt anchor RH
2 Upper seatbelt buckle
3 Screw, 7/16 x 1 5/8, hex hd (Qty 2)
4 End cap
5 Nut, M8, nyloc
6 Washer, M8, plain
7 Bracket, barracuda
8 Screw, M8 x 80, flanged hex hd
9 Washer, M12, spring
10 Washer, M12, plain

Fig 3 Bracket, seatbelt anchor RH installation

TESTING AFTER EMBODIMENT

21 Test equipment as follows:

21.1 Ensure all fixings are secure and that the seat belt operates as described in Cat 201 of this AESP Octad.

EFFECT ON WEIGHT

22 Not applicable.

PUBLICATION AMENDMENTS

23 Necessary AESP Publication amendments will be issued separately.

ARMY EQUIPMENT AND SUPPORT PUBLICATION (AESP) AND ELECTRICAL AND MECHANICAL ENGINEERING REGULATIONS (EMER) – FORM 10

*AESP/EMER NUMBER:		*IS THIS SAFETY RELATED?	Yes ☐	No ☐

Send Form 10 via the Email or Post address. However email is preferred.	Tel	030 679 71141 or 9679 71141
Email: DESLE-Form10@mod.uk (To email this form send as a copy to the email address above)	Post to	Form 10 Cell Land Equipment Elm 3b #4330 MOD Abbey Wood Bristol BS34 8JH

ORIGINATORS DETAILS

*Address		*Name	
		Rank / Grade	
		*Phone	
		*Senders Reference	
		*Date Raised	
* E-Mail		Eqpt Asset Code (if applicable)	

AESP/EMER DETAILS

*Full Title of AESP/EMER (Not the AESP/EMER Number)							
*Edition	*Amendment	*Chapter	*Page	*Paragraph	Figure	Instruction	Other

*Comments: If additional information is to be supplied, please e-mail with the Form 10 as separate attachments.

FORM 10 CELL USE

*Date Received		*Form 10 Reference	
*Date Sent to PT / SME		Problem Report	

PROJECT TEAM / SME RESPONSE TO COMMENTS:

Project Team (PT) / SME		*Sponsors Name	
*Phone		Rank / Grade	
*Email		*Date Received	

*The following action is to be carried out:	Mark:		Mark:
Issue a revised/amended AESP/EMER:		Under investigation:	
Incorporate comment(s) in future amendments:		No action required:	

Remarks:

SPONSOR/PT FINAL CLOSURE STEPS	Mark:	Form 10 Cell notified of Date action taken	Date:
Form 10 Originator notified of the action taken:			

* Mandatory Fields for Originator.
* Mandatory Fields for Sponsor.

ARMY EQUIPMENT AND SUPPORT PUBLICATION (AESP) AND ELECTRICAL AND MECHANICAL ENGINEERING REGULATIONS (EMER) – FORM 10

Form 10 Guidance

Form 10 can be found within the AESP or, as a template, from the JAMES Portal (Hot Topic – Forms) & TDOL (FORM 10).
Originator responsibility is to enter the following details as marked:*

- In the **AESP/EMER Number:** cell enter the full document number e.g. AESP 1256-I-400-711.
- Is this **Safety Related**? – select Yes or No as appropriate.
- Originator Details:
  - Full address Inc Post Code or BFPO No.
  - Originator email address.
  - Senders Reference – that must be unique.
- AESP Details shall enter the following details:
  - The Full Title of AESP/EMER should not include the AESP/EMER Number.
  - Enter details in all other mandatory fields marked *.
  - Additional information relating to Comments (AESP copies, additional text details or photographs) should be attached to the email at the same time.
- Originator makes up the Form 10 & Sends to Form 10 cell via:
  - Post to: Form 10 Cell, #4330 Elm 3b, MoD Abbey Wood, BS34 8JH.
  - Email to: DESLE-Form10@mod.uk.
  - **Any AESPs that holds a Security marking higher than 'RESTRICTED' should be securely circulated**.

FORM 10 CELL responsibilities:

The Form 10 Cell enters:

- Date Received.
- Form 10 Reference.
- Date sent to Sponsor.
- Register all Form 10 details in the MOSS Form 10 Tracker.

Sponsor responsibility:

The Sponsor will:

- Enter their name, email address & phone contact details.
- Enter Date Received.
- Enter Details in the non-mandatory field as & when required.
- Acknowledge receipt of Form 10, within 5 working days, by email to Form 10 Cell.
- Assess the contents of comments and details received.
- Mark the relevant Action box and fill out the Remarks field.
- Enter date when the Form 10 is returned to Form 10 Cell.
- Email copy of completed Form 10, within 6 weeks, to the Form 10 Cell and Originator.

Form 10 Cell on receipt will:

- Record final stage of the Form 10 into the MOSS Form 10 Tracker.
- Close off the Form 10 and archive.

* Mandatory Fields for Originator.
* Mandatory Fields for Sponsor.