



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

NAVAIRINST 13920.1H CH-1  
AIR-4.3.3  
1 Nov 00

NAVAIR INSTRUCTION 13920.1H CHANGE TRANSMITTAL 1

From: Commander, Naval Air Systems Command

Subj: PROCEDURES FOR SUBMITTING FLIGHT LOADS, LAUNCH, AND LANDING  
DATA FOR THE STRUCTURAL APPRAISAL OF FATIGUE EFFECTS PROGRAM

Encl: (1) Updated Enclosure (4) to NAVAIRINST 13920.1H

1. Purpose. To issue Change 1 to NAVAIR Instruction 13920.1H.
2. Action. Addressees are requested to make the following change to NAVAIR Instruction 13920.1H:

- a. Remove enclosure (4) of the subject instruction and replace with attached revision pages.

  
J. W. DYER

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Instructions for Preparing and Submitting Flight Loads, Launch, and Landing Records Using  
NALCOMIS OMA and SALTS

**CAUTION: NALCOMIS OMA will format each disk prior to creating any FLLLR file for submission via SALTS. Therefore, reporting custodians can generate only one FLLLR file (Monthly, FLDR Removed, FLDR Installed, Strain Gage Calibration, or Strain Gage Change) per disk. Disks shall be reused after the FLLLR files are transmitted via SALTS.**

**All FLLLR files generated using NALCOMIS OMA must have the filename “\*CAG.DAT”, where \* is the reporting activity’s 3M organization code. If this filename is not used then the data will not be uploaded to AIR-4.3.3.4.**

1. On the first day of each month all reporting custodians shall generate monthly FLLLRs for all naval aircraft under their custody (fixed-wing and rotary-wing), with or without an operating or installed FLDR, as described below:

**NOTE: Monthly FLLLRs will only have data through 2359 of the last day of the previous month. When creating a monthly FLLLR report, you must specify a report date of the first (or later) day of the subsequent month (e.g. specifying 05 Jun 2000 will create a report with data through 31 May 2000).**

- a. Access NALCOMIS OMA, choose the “Logs and Records” menu item, and then choose the “Flight Loads, Launch, and Landing Reporting” menu item.
- b. Select “MONTHLY” as the report type and complete the subsequent screens.
- c. Repeat subparagraph 1.b. for all aircraft.
- d. Access NALCOMIS OMA with administrator privileges and choose the “NALCOMIS Applications Administration” menu item, then the “Interface Functions” menu item, and then the “FLLLR” menu item.
- e. Select MONTHLY as the report Type and create the \*CAG.DAT FLLLR file on a diskette.
- f. From the SALTS MENU BAR, select the “Data Services” menu item, choose the “AV-3M & FITS & HAZMAT Data” menu item, and then choose the “Aviation 3-M X-Ray/FLLLR/RT79/LOS MAF Data” menu item.
- g. Select the drive with the file that was created (typically the A-drive). Highlight the file that was created and click the “Add” button. Next, click on the “Done” button. A warning message will appear stating that you will be distributing 1 file. Click on the “Yes” button to continue.

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h. From the SALTS MENU Bar, choose the "Connect" menu item. Choose the "By Internet" or "By Telephone" menu item, depending on the SALTS configuration. If configured properly then the file will be automatically transmitted to AIR-4.3.3.4.

2. Upon completion of an FLDR removal the reporting custodian shall:

a. access NALCOMIS OMA, choose the "Logs and Records" menu item, and then choose the "Flight Loads, Launch, and Landing Reporting" menu item;

b. select "FLDR Removed" as the report type and complete the subsequent screens;

c. repeat subparagraph 2.b. for all aircraft with FLDR removals;

d. access NALCOMIS OMA with administrator privileges and choose the "NALCOMIS Applications Administration" menu item, then the "Interface Functions" menu item, and then the "FLLLR" menu item;

e. select "FLDR Removed" as the report Type and create the \*CAG.DAT FLLLR file on a diskette;

f. from the SALTS MENU BAR, select the "Data Services" menu item, choose the "AV-3M & FITS & HAZMAT Data" menu item, and then choose the "Aviation 3-M X-Ray/FLLLR/RT79/LOS MAF Data" menu item.

g. select the drive with the file that was created (typically the A-drive). Highlight the file that was created and click the "Add" button. Next, click on the "Done" button. A warning message will appear stating that you will be distributing 1 file. Click on the "Yes" button to continue; and

h. from the SALTS MENU Bar, choose the "Connect" menu item. Choose the "By Internet" or "By Telephone" menu item, depending on the SALTS configuration. If configured properly then the file will be automatically transmitted to AIR-4.3.3.4.

3. Upon completion of an FLDR installation the reporting custodian shall:

a. access NALCOMIS OMA, choose the "Logs and Records" menu item, and then choose the "Flight Loads, Launch, and Landing Reporting" menu item;

b. select "FLDR Installed" as the report type and complete the subsequent screens;

c. repeat subparagraph 3.b. for all aircraft with FLDR installs;

d. access NALCOMIS OMA with administrator privileges and choose the "NALCOMIS Applications Administration" menu item, then the "Interface Functions" menu item, and then the "FLLLR" menu item;

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- e. select "FLDR Installed" as the report Type and create the FLLLR file on a diskette;
  - f. from the SALTS MENU BAR, select the "Data Services" menu item, choose the "AV-3M & FITS & HAZMAT Data" menu item, and then choose the "Aviation 3-M X-Ray/FLLLR/RT79/LOS MAF Data" menu item.
  - g. select the drive with the file that was created (typically the A-drive). Highlight the file that was created and click the "Add" button. Next, click on the "Done" button. A warning message will appear stating that you will be distributing 1 file. Click on the "Yes" button to continue; and
  - h. from the SALTS MENU Bar, choose the "Connect" menu item. Choose the "By Internet" or "By Telephone" menu item, depending on the SALTS configuration. If configured properly then the file will be automatically transmitted to AIR-4.3.3.4.
4. Upon completion of a strain gage calibration the reporting custodian shall:
- a. access NALCOMIS OMA, choose the "Logs and Records" menu item, and then choose the "Flight Loads, Launch, and Landing Reporting" menu item;
  - b. select "Strain Gage Calib" as the report type and complete the subsequent screens;
  - c. repeat subparagraph 4.b. for all aircraft with strain gage calibrations;
  - d. access NALCOMIS OMA with administrator privileges and choose the "NALCOMIS Applications Administration" menu item, then the "Interface Functions" menu item, and then the "FLLLR" menu item;
  - e. select "Strain Gage Calib" as the report Type and create the \*CAG.DAT FLLLR file on a diskette;
  - f. from the SALTS MENU BAR, select the "Data Services" menu item, choose the "AV-3M & FITS & HAZMAT Data" menu item, and then choose the "Aviation 3-M X-Ray/FLLLR/RT79/LOS MAF Data" menu item.
  - g. select the drive with the file that was created (typically the A-drive). Highlight the file that was created and click the "Add" button. Next, click on the "Done" button. A warning message will appear stating that you will be distributing 1 file. Click on the "Yes" button to continue; and
  - h. from the SALTS MENU Bar, choose the "Connect" menu item. Choose the "By Internet" or "By Telephone" menu item, depending on the SALTS configuration. If configured properly then the file will be automatically transmitted to AIR-4.3.3.4.

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5. Upon completion of a strain gage change the reporting custodian shall:
  - a. access NALCOMIS OMA, choose the "Logs and Records" menu item, and then choose the "Flight Loads, Launch, and Landing Reporting" menu item;
  - b. select "Strain Gage Change" as the report type and complete the subsequent screens;
  - c. repeat subparagraph 5.b. for all aircraft with strain gage changes;
  - d. access NALCOMIS OMA with administrator privileges and choose the "NALCOMIS Applications Administration" menu item, then the "Interface Functions" menu item, and then the "FLLLR" menu item;
  - e. select "Strain Gage Change" as the report Type and create the \*CAG.DAT FLLLR file on a diskette;
  - f. from the SALTS MENU BAR, select the "Data Services" menu item, choose the "AV-3M & FITS & HAZMAT Data" menu item, and then choose the "Aviation 3-M X-Ray/FLLLR/RT79/LOS MAF Data" menu item.
  - g. select the drive with the file that was created (typically the A-drive). Highlight the file that was created and click the "Add" button. Next, click on the "Done" button. A warning message will appear stating that you will be distributing 1 file. Click on the "Yes" button to continue; and
  - h. from the SALTS MENU Bar, choose the "Connect" menu item. Choose the "By Internet" or "By Telephone" menu item, depending on the SALTS configuration. If configured properly then the file will be automatically transmitted to AIR-4.3.3.4.

## INTERNET DOCUMENT INFORMATION FORM

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**C. Report's Point of Contact: (Name, Organization, Address, Office Symbol, & Ph #):**  
Department of the Navy  
Naval Air Systems Command  
Naval Air Systems Command, Headquarters  
47123 Buse Road, Unit #IPT  
Patuxent River, MD 20670-1547

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**F. The foregoing information was compiled and provided by:**  
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