



OFFICE OF THE NATIONAL COMMANDER
NATIONAL HEADQUARTERS
CIVIL AIR PATROL
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

23 July 2009

MEMORANDUM FOR ALL NATIONAL BOARD MEMBERS

FROM: CC

SUBJECT: INTERIM CHANGE LETTER – FROs in Ops Quals: Due Date 30 Sep 2009

1. On 1 October 2009 CAP will begin using a new electronic flight release process through the Web Mission Information Reporting System (WMIRS). Flight Release Officers (FROs) will accomplish most of the pre-release checks by referring to a WMIRS data screen that will be linked to Ops Quals. All Pilots-in-Command will still be required to speak with an FRO to discuss the IM SAFE items and any other mission critical topics. To ensure CAP is ready to implement the new electronic flight release process on 1 October, it is necessary to start tracking FROs in Ops Quals. I ask that you review and approve your FROs in Ops Quals by 30 September using the procedures described below. More details on the electronic flight release process will be made available at the national conference in September.

2. FROs will no longer be considered a duty position; they will be tracked as an achievement in Ops Quals. On 3 August a new tab for FROs will be added to Ops Quals and they will be tracked as an achievement with one task, completion of the online FRO training. At that time, the FRO duty position will no longer be available for assignment or viewable. A report will be available for verification purposes in the “Commanders’ Corner” section to view FRO duty assignments as of 3 August 2009. FROs will be approved in Ops Quals by the wing commander (or higher) or the commander’s designee. Commanders will need to decide how many FROs they need and who are the best members to perform this important function.

3. To make this recording process as simple as possible, until 30 September 2009 we will post all members who have completed the online FRO training course for wing and region commanders to approve (or disapprove) with other achievements awaiting approval in the “Commanders’ Corner” section of eServices. Wing or region commanders or their designees who approve their FROs this way will not be required to have their subordinate unit commanders also approve them via the normal Ops Quals achievement process, but can choose to allow subordinate commanders to do so if they desire. If a subordinate commander disapproves a member then they will be pulled from the approval list in the “Commanders’ Corner.” From 1 October 2009 forward, all FROs must be approved through the chain of command in Ops Quals.

4. In order to avoid having multiple methods of becoming an FRO in the future, beginning on 3 August all qualified Incident Commanders (IC), Operations Section Chiefs (OSC), and Air Operations Branch Directors (AOBD) that have completed FRO training online will automatically be listed as approved FROs, and to become an IC, OSC, or AOBD in the future the member will have to be a qualified FRO. ICs, OSCs, or AOBDs that haven’t completed the online FRO training course by 30 September 2009 or are not qualified FROs will lose their

qualifications and the ability to release flights on 1 October 2009. However, once they complete the training and/or are approved as an FRO their qualifications will be reinstated. Since Counterdrug Mission Directors (CMD) are not tracked in any database at national headquarters, from 3 August forward all CMDs will need to complete FRO training and be approved FROs in order to continue to release flights. This restriction supersedes CAPR 60-1 para 2-5d, and that regulation will be modified as soon as practical. Thank you for your support and assistance in making this transition goes as smoothly as possible.



AMY S. COURTER
Major General, CAP
National Commander

cc:

CAP/EX/GC/MD/DO/SE/XP/IT/IG/EXS

CAP-USAF/CC/CV/XO/SE

CAP-USAF Region Commanders

CAP-USAF State Directors

CAP Wing Administrators

Col Skiba

Col Guimond