



## IL WING SUPPLEMENT 1 (E)

CAPR 60-1

22 July 2010

Operations

### CAP FLIGHT MANAGEMENT

CAPR 60-1, dated 5 January 2009, including Change 1 (corrected copy) dated 2 February 2009 and Change 2 dated 13 May 2010 is supplemented as follows:

**Exceptions:** Exceptions to this supplement may be requested in writing to the ILWG/DO or ILWG/CC.

#### 1-3. Definition of Terms

**Added: w. Aircraft Equipment Configuration (AEC).** The aircraft fleet consists of C172, C182, C206, in Round Dial and NavIII equipment packages, and GA8 with its standard equipment package. For the purposes of designation of Instructor, Check Pilot and Check Pilot Examiner, AEC will be used to provide specific detail on what equipment each Instructor, Check Pilot and Check Pilot Examiner are authorized to perform their duties in. The breakdown that will be used is:

- 1) Round Dial (all C172, C182, and C206)
- 2) NavIII (all C172, C182, and C206)
- 3) GA8
- 4) Glider

#### 2-1. Basic Rules

**q. Added:** A minimum aircrew of two persons (e.g. pilot and observer/scanner or two pilots, etc.) is required for all search or reconnaissance missions that involve search pattern procedures (e.g. ELT, Expanding Square, Route, Grid, Creeping Line, Sector, etc).

##### **r. Added: Cold Weather Flying Procedures**

**1). a).** As standard operating procedure, from November 15 through April 15, all wing aircraft that are installed with the Tanis heater, will have the Tanis heater plugged in and blankets applied 24 hours a day, 7 days a week when the aircraft is not in use. In addition, if the ambient temperature is forecast to be less than 40° F (4.5° C) for more than a 24-hour period, regardless of the above dates, the Tanis heaters in all aircraft will be plugged in when aircraft is not in use. Plugging in the Tanis heater is not required if the aircraft is stored in a heated hangar.

**1).b).** At any time that the aircraft has been left, unheated, in ambient air temperature of less than 32° F (0° C) for more than 30 minutes, pre-heating is required.

**2).** Each pilot will attend, an Annual Cold Weather Flying Course prior to Nov 15 of each year. The course will include information from this section of the supplement and any other local information concerning cold weather operations. A pilot will not fly ILWG corporate aircraft after Nov 15 of each year unless they have attended or reviewed the cold weather flying course. The unit OPS Officer, or training point of contact, will submit via e-mail the names of all pilots who have reviewed the information and the date of the training to the ILWG/DO upon completion. This course is available as a download from the ILWG intranet site: <http://www.ilcap.org>

**3).** Winter kits (bug eyes) are to be used in accordance with the POH for each aircraft. The oil cooler plate will be installed by Wing maintenance in the fall (temperature-related) and removed by Wing maintenance in the spring (temperature-related). It is the pilot's responsibility to ensure that the winter kit, according to OAT, is installed or removed from the aircraft prior to flight. Maintenance is to be notified if a problem exists with the winter kit, or it is not available for the aircraft. This notification must be accomplished prior to flight by calling the ILWG/AMOD, ILWG/AMO, or ILWG/DO.

4). The following limitations are in effect regarding outside air temperature and operation of wing aircraft.

Temperature	Limitation
Above 10° F (-12° C)	None
0° F to 10° F (-18° C to -12° C)	Power-off Maneuvers: Use 1500 RPM or 15 inches manifold pressure as a minimum.
-20° F to 0° F (-29° C to -18° C)	NO training or proficiency flights allowed Actual missions ONLY 2 occupant's minimum (for aircraft handling and CRM) No touch-and-go landings Incident Commander flight release required Aircraft pre-heat required per paragraph 2-1.r.1
Below -20° F (-29° C)	ILWG\DO or ILWG\CC approved flights only NO training or proficiency flights allowed Actual missions ONLY 2 occupant's minimum (for aircraft handling and CRM) No touch-and-go landings Incident Commander flight release required Aircraft pre-heat required per paragraph 2-1.r.1

5). Please refer to WMIRS or contact the aircraft POC to learn if the aircraft is currently under special operations instructions (e.g. new engine break in).

**s. Added: Aircraft Security.** When leaving a corporate aircraft unattended (no CAP members in the area), the pilot will properly tie down the aircraft, install wheel chocks and lock the avionics anti-theft control lock (unless instructed otherwise by mission base staff or flight line operations). The factory gust-lock and wheel chocks may be utilized for short-term use (e.g. refueling, etc). The C182 NAV III aircraft are excluded from requirement to install an avionics anti-theft device.

**t. Added: PIC Operations.** The pilot-in-command will operate the aircraft from the left seat only, and, except in an emergency, the PIC will make all takeoffs and landings. This section does not apply to those designated as qualified Instructor Pilot or higher, located in either front seat of the aircraft.

**u. Added: Aircraft Management.** Pilots must leave an adequate amount of Tach time on the aircraft to ensure the aircraft will be able to arrive at the maintenance facility without over-flying the Tach time for that scheduled maintenance. An over-fly of scheduled maintenance Tach time is prohibited without prior approval of ILWG Operations. This includes all time-critical maintenance (e.g. mid-cycle oil change, 100-hour inspections, IFR certification, etc.). At no time will an annual inspection/airworthiness directive be over flown.

**v. Added:** Any additional costs incurred by ILWG due to non-compliance with this supplement will be the responsibility of the member involved.

**w. Added:** A passenger briefing and before takeoff briefing will be conducted prior to each flight. The briefings shall include at a minimum the items contained in the "Operational Mission - Inflight Guide", "General Passenger Briefing" located at <http://nesa.cap.gov/mascurr.htm>.

## 2-2. Operation Limits

**Paragraph added to 2-2.c.:** All current Illinois Wing Flight Release Officers are authorized to release flights into the following wings:

- 1) Indiana (INWG)
- 2) Iowa (IAWG)
- 3) Kentucky (KYWG)
- 4) Michigan (MIWG)
- 5) Minnesota (MNWG)
- 6) Missouri (MOWG)
- 7) Ohio (OHWG)
- 8) Wisconsin (WIWG)

## 2-5. Flight Release

**Added: j.** Unless an FRO has adequate personal knowledge of the current qualifications of a particular pilot, the FRO must review pilot qualifications listed in the FRO Support Report and the “ILWG Approved Pilot Qualifications List” prior to providing a flight release.

Note: The FRO Support Report may be obtained at CAP E-Services by selecting “My Operations Qualifications/National Reports” from the Main Menu, then selecting “National Reports”, then selecting “FRO Support Report” and choosing the unit to which the pilot belongs (e.g. GLR-IL-001). The “ILWG Approved Pilot Qualifications List” will be posted on the ILWG Website as published by the ILWG/COO.

**Added: k.** ILWG will conduct and document all initial and recurrent FRO training. The training will include, at a minimum, a review of the Flight Release Officer chapter of the current CAPR 60-1 and this supplement. FRO training must be conducted annually and/or within 30 days of the publication of a new CAPR 60-1. Copies of documentation of this training will be kept with the ILWG Chief FRO.

**Added: l.** FROs, ICs and mission base staff will utilize the online WMIRS flight release system for all flight releases.

**Added: m.** The following priorities will be used when scheduling CAP aircraft:

- 1) Actual SAR/DR/HLS missions
- 2) Flights directed by the ILWG Commander, Vice Commander or Chief of Staff
- 3) Counter-drug flights
- 4) Funded training exercises (USAF)
- 5) Orientation Flights (ROTC, CAP Cadet, AEM)
- 6) Flights by Illinois Wing or Great Lakes Region Liaison Offices
- 7) Proficiency flights, training, check rides

**Added: n.** The ILWG procedure titled “Financial Operating Procedures – Mission Symbols A9, B9, C8, C16-F and C99-R” in effect at the time of this supplement and as updated shall be followed.

## 2-6. Re-evaluations and Special Flight Checks

**Paragraphs added to paragraph a.**

**Transferring Pilots and Mission Pilots:**

For ALL transferring pilots, ILWG requires pilots to pass a CAPF 5 check ride, prior to being released as PIC on any flight in ILWG corporate aircraft. This flight will be funded by ILWG, if funding is available.

Transferring Mission Pilots are required to take a CAPF 91 check ride prior to being released as MP in any ILWG flight operations. This does not apply to TMP. This flight will be funded by ILWG if funding is available.

Note: Transferring pilots should expect to see their pilot and MP qualifications suspended in eServices until the check flights detailed in this section have been completed, and they have been placed on “ILWG Approved Pilot Qualifications List” that will be posted on the ILWG Website as published by the ILWG/COO.

Transferring Pilots who previously held, Instructor, Check Pilot, Check Pilot Examiner, Mission Check Pilot or Mission Check Pilot Examiner status in their previous wings, may have those privileges carried over into ILWG based on the needs of the ILWG and at the discretion of the ILWG/DO or ILWG/CC.

## 3-2. CAPF 5 Administration

**Added: c.** For pilots requesting Instructor, Check Pilot, or Check Pilot Examiner status, the CAPF 5 must be annotated with each AEC for which the designation is requested. Designation is not automatic. Designation information is outlined in section 3-7 of the CAPR 60-1 and this supplement.

**Added: d.** It is the responsibility of both the Pilot, and the Check Pilot to confirm that the Check Pilot is included on both the NHQ FRO Support Report, and the "ILWG Approved Pilot Qualifications List" prior to obtaining a flight release.

**Added: e.** Use of member owned / member provided aircraft may be authorized for administration of the CAPF 5 Check Ride under the following requirements. Failure to comply with the following additional requirements is reason for the CAPF 5 to be denied approval.

The member owned / member provided aircraft must be a C172 / C182 type aircraft, or the CAPF 5 candidate must provide demonstration of recent flight operations in C172 / C182 type aircraft to perform the CAPF 5 in any other aircraft type. Recent flight operations, for the purposes of this section, is a minimum of 10 hours PIC or Flight Instructor time in the 6 month period prior to the CAPF 5.

The CAPF 5 candidate must demonstrate (verbal discussion is not authorized) the use of the CAP Radio, Communications panel, and Direction Finding equipment in a CAP aircraft. The CAP aircraft tail number must be specifically annotated on the CAPF 5 documentation.

The CAPF 5 candidate must coordinate with the ILWG/COO or ILWG/DO for prior permission to complete the CAPF 5 in a member owned / member provided aircraft.

The CAPF 5 if approved for a member owned aircraft the flight will not be performed under any CAP or CAP/USAF mission number, nor under any CAP flight release.

### **3-3. Abbreviated CAPF 5 Check Rides**

#### **Paragraph added.**

The Abbreviated CAPF 5 Check Ride is not authorized to add Instructor, Check Pilot, or Check Pilot Examiner privileges.

### **3-6. Airplane Qualifications**

**Added: (4) (e)** G1000 check pilot examiners must be Cessna factory trained or have provided a minimum of 50 hours dual instruction in G1000 equipped aircraft (check rides given may be included to determine this 50 hour minimum).

### **3-7. Classification of CAP Pilots**

#### **e. CAP Instructor Pilot**

**Change: (3)** Satisfactorily complete an Instructor endorsement on a CAPF 5 within the preceding 12 calendar months.

**Added: (4)** For Current CAP members who attain their first CFI rating, or new CAP members who have a CFI rating prior to joining CAP, a minimum waiting period of 6 months will be applied prior to appointment as an Instructor Pilot.

**Added: (5)** Designated in writing as a CAP Instructor Pilot by the ILWG/DO or ILWG/CC, for each AEC in which the privileges are to be exercised. Designation is not automatic.

#### **f. CAP Check Pilot**

**Change: (3)** Satisfactorily complete a Check Pilot endorsement on a CAPF 5 given by a CAP Check Pilot Examiner within the preceding 12 calendar months.

**Added: (4)** A minimum waiting period of 12 months from appointment as an Instructor Pilot will be applied prior to appointment as an Check Pilot.

**Added: (5)** Designated in writing as a CAP Check Pilot by the ILWG/DO or ILWG/CC, for each AEC in which the privileges are to be exercised. Designation is not automatic.

**Added: (6)** Check Pilots or Check Pilot candidates will take their initial and annual CAPF 5 check-ride with a designated Check Pilot Examiner, designation of the Check Pilot Examiner the by ILWG/DOV, ILWG/COO, or ILWG/DO.

**g. CAP Check Pilot Examiner**

**Replace paragraph and Add: (1)** Qualified as a CAP Check Pilot.

**Added: (2)** Satisfactorily complete a Check Pilot Examiner endorsement on a CAPF 5 given by a designated CAP Check Pilot Examiner within the preceding 12 calendar months.

**Added: (3)** Designated in writing as a CAP Check Pilot Examiner by the ILWG/DO or ILWG/CC, for each AEC the privileges are to be exercised. Designation is not automatic.

**Added: (4)** Check Pilots Examiners or Check Pilot Examiner candidates will take their initial and annual CAPF 5 check-ride with a designated Check Pilot Examiner, designation of the Check Pilot Examiner by the ILWG/DOV, ILWG/COO, or ILWG/DO

**j. CAP Mission Check Pilot**

**Added: (6).** For pilots requesting Mission Check Pilot status, the CAPF 91 must be annotated that the designation is being requested.

**Added: (7)** Satisfactorily complete the National Check Pilot Standardization Course prior to initial appointment and every 4 years thereafter.

**Added: (8)** Designated in writing as a Mission Check Pilot by the ILWG/DO or ILWG/CC. Designation is not automatic.

**k. CAP Mission Check Pilot Examiner**

**Change: (1)** Qualified as a CAP Mission Check Pilot.

**Added: (2)** For pilots requesting Mission Check Pilot Examiner status, the CAPF 91 must be annotated that the designation is being requested. Designation is not automatic.

**Added: (3)** Designated in writing as a Mission Check Pilot Examiner by the ILWG/DO or ILWG/CC. Designation is not automatic.

**Added: l. Wings Program**

**(1)** All CAP pilots in ILWG must satisfactorily complete the FAA Wings Program to at least the Basic level. This will be accomplished in conjunction with the annual CAPF 5 check ride by completing the required additional items as outlined on the FAA Wings site ([www.FAASafety.gov](http://www.FAASafety.gov)) within 60 days prior to the CAPF 5 check ride. Initial compliance with this requirement must be met no later than the next CAPF 5 check ride after publication of this supplement. CAPF 5 check rides will not be initiated by the Check Pilot if the evidence of completion of the FAA Wings items is not presented by the candidate.

**(2)** The CAPF 5 candidate, upon successful completion of the CAPF 5 will enter the information into the FAA Wings site, and upon approval by the FAA, provide a copy of the Wings Program Certificate with the CAPF 5 information package provided to the ILWG/COO or ILWG/DO.

**(3)** ILWG will publish the "ILWG Approved Pilot Qualifications List" that will include pilots that have completed the FAA Wings Program.

**3-8. Pilot Records**

**Added Note:** It is recommended that pilots maintain the original copies of any aircraft questionnaire, CAPF 5, and/or CAPF 91 as back-up in case of data loss by the online system. These physical records are not required to be maintained by the unit.

APPROVED:

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