



ND WING SUPPLEMENT 1

CAPR 60-3

14 February 2011

Operations

## CAP EMERGENCY SERVICES TRAINING AND OPERATIONAL MISSIONS

CAPR 60-3, 17 August 2009, is supplemented as follows:

**This supplement has been re-written in its entirety.**

1-5b1 (d) **Added.** Alerting the North Dakota Wing is accomplished through a telephone pager system. "On Call" personnel carry a pager activated by the North Dakota State Radio System.

1-5b5 (a) **Added.** Qualified Incident Commanders (IC) must keep their kits updated using the data contained on the Wing web site reports page, found at <http://www.ndcap.us/reports/>. In addition to those files, each IC must have the following items in their kit.

1. Copy of the Twin Cities and Billings Sectional charts (need not be current).
2. North Dakota road map.
3. North Dakota Atlas & Gazetteer and/or Delorme Topo computer program.

1-21a **Added.** All mission forms, reports and reimbursement requests are to be forwarded to Wing Headquarters immediately, but not later than 5 business days following the close of a mission.

2-4b2)a)1) **Added.** Evaluations will be documented using the Advanced level tasks of the applicable SQTR, annotated with the word "RENEWAL" at the top of the form. The SET qualified evaluator will indicate completion of the evaluation by entering the appropriate information on and signing one of the mission participation blocks of the SQTR. Once approved and signed by the Unit Commander, the original will be filed in the members CAPF 114 or loaded to Ops Qual electronically. eServices Ops Qual update is the responsibility of the member/Unit and only requires Unit approval.

2-4b2)b) **Added.** The completed original CAPF 91, *CAP Mission Pilot Checkout*, will be filed in the squadron's pilot record or loaded to Ops Qual (pilot documents). The individual or Unit is responsible for entering completed CAPF 91 check rides in Ops Qual. Entering the completed CAPF 91 in Ops Qual will automatically update MP, MO, and MS specialties (as applicable).