

CIVIL AIR PATROL
Headquarters
Ohio Wing
Columbus OH 43218-3990

OH WG Supplement 1
CAPR 60-1
15 February 2009

Operations

CAP FLIGHT MANAGEMENT

CAPR 60-1, 5 January 2009, is supplemented as follows:

2-1 q, (added) All Ohio Wing Aircraft Custodial Units shall publish written Unit Local Procedures (ULP) to address items specific to their location, including aircraft location, location of required forms and keys, scheduling procedures, fueling and maintenance procedures, post flight procedures, and if applicable, procedures to hangar the aircraft.

2-1 r, (added) Cold weather operating requirements:

1. Pre-heating of Ohio Wing CAP Corporate Aircraft engines is required anytime the aircraft has been standing inoperative for more than two hours in an ambient air temperature below 20 degrees Fahrenheit.
2. The aircraft engine will be pre-heated when the POH requires pre-heating in a higher ambient air temperature listed in 1, above.
3. Cold Weather Operating Checklist in the aircraft POH will be used to assure proper pre-flight, engine start, and operating procedures. Manual rotation of the propeller will not be performed. Auxiliary power will be used when aircraft battery power is insufficient to rotate the engine.

2-2 k, (added) Requests for proficiency flights outside the State of Ohio will be submitted in writing to the Ohio Wing Commander seven days prior to the flight. FAA Flight Plan information, passenger identification, and purpose of the flight will be included.

2-5 j, (added) Flight Release Officer (FRO) qualifications. Individuals designated as a FRO must meet the following additional minimum requirements:

- (1) Satisfy one of the following criteria:
 - (a) Qualified Incident Commander, or
 - (b) Unit commander of a unit with CAP flight activity, or
 - (c) An experienced CAP pilot with a private or higher pilot certificate.
- (2) Annually attend the ground portion of the Pilot Continuation Training.

Supersedes OH WG Supplement 1, 2 March 2007

OPR: DO

Distribution: 2 copies each unit
1 copy OH WD SD
1 copy GLLR/DO

1 copy each OH WG Director
1 copy Great Lakes Region /DA
1 copy CAP NHQ/DO

2-5 k, (added) Unit Commanders will appoint in writing and submit to the Ohio Wing Director of Operations for approval a listing of those individuals who meet FRO qualifications. Unit Commanders will not list their designated FROs on the WMU.

2-6 c, (added) Ohio Wing DOV will be advised in writing of all Re-evaluation and Special Flight Checks including the reason for the check.

2-9 (added) Ohio Wing General Operating Rules.

The following general operating rules apply to all flight activities involving Ohio Wing Corporate Aircraft.

- a. Aircraft Custodial Units will ensure all Ohio Wing Corporate Aircraft are equipped as follows:
 1. Checklist applicable to that particular aircraft as designated by the Ohio Wing Director of Operations.
 2. Pitot tube cover.
 3. Engine cowl plugs.
 4. Current carbon monoxide detector.
 5. Instrument panel/gust lock, as applicable.
 6. Wheel chocks and tie-down ropes.
 7. Survival and First Aid Kits.
 8. Baggage and cargo net.
 9. Calibrated fuel quantity measuring device designed for the specific fuel tanks.
 10. GATS fuel sampling jar.
- b. When an Ohio Wing Corporate Aircraft is left unattended, IAW the POH and CAP checklist, the instrument panel/gust lock, wheel chocks, engine cowl plugs, and pitot tube cover must be installed. Prudent judgment will determine the use of tie-downs during gusty winds, sloped ramp, or wet or icy conditions. If left overnight, tie-downs will be installed and all access doors locked.
- c. All items in the cargo area will be secured with a cargo net.
- d. Removal of any equipment in paragraph a will be noted as a discrepancy.
- e. The POH will be stored in an area readily accessible to the pilot.
- f. All pilots will determine the actual fuel level prior to flight using the calibrated fuel quantity measuring device.
- g. All aircraft will be refueled after flight to the normal level for that aircraft.

3-6 a, (4), (e), (added) Ohio Wing pilots will have a current C-182 CAP Form 5 prior to entering C-182T NAV III flight training. If no CAP Corporate C-182, other than C-182T NAV III, is available, Ohio Wing Pilots with an FAA High Performance Endorsement in their pilot logbook may enter this training with Ohio Wing/ DOV written approval.

3-7 f, (3) This designation will include type of CAP Corporate Aircraft.

3-7 g, (1) (added) Check Pilot Examiners will possess an FAA Instrument Instructor Rating.

(2) (added) Check Pilot Examiners will be current CAP Mission Check Pilots.

3-8 c, (added) The pilot will forward a completed copy of CAP Form 5, CAP Form 91, and CAP Form 108, if applicable, to Ohio Wing DOV.

3-9 d (added) The Check Pilot will report CAP Form 5 failures to Ohio Wing DOV.

3-10 (added) Ohio Wing Members will complete the following training prior to scheduling an INITIAL CAP Form 5.

Objectives: To provide CAP Members familiarization with the CAP Corporate Aircraft, CAP communications equipment, CAP documents, and CAP flight procedures prior to their INITIAL CAP Form 5.

Prerequisites: The CAP Pilot Trainee shall:

- Possess a current CAP Membership Card.
- Complete Level I Training.
- Complete OPSEC Training.
- Complete CPPT.
- Possess a copy of the current CAP Regulation 60-1, as supplemented.
- Obtain a copy of the Airplane Questionnaire.
- Possess an FAA Pilot Certificate.
- Possess a current FAA Medical Certificate.

Preflight Ground Training:

1. Using the CAP Corporate Aircraft and the Aircraft Flight Manual/Pilot's Operating Handbook as a guide, the CAP Instructor will brief the CAP Pilot Trainee upon the following:
 - Airplane Systems.
 - Airplane Communications and Navigation Equipment.
 - CAP Forms 5, 9, 26, 78, 99, and 108.
 - CAP Flight Approval/Flight Release Procedures.
 - Aircraft Records and Logs.
 - Aircrew Briefing.

2. With CAP Instructor guidance, the CAP Pilot Trainee will:
 - ☐ Compute Aircraft Weight and Balance.
 - ☐ Compute Aircraft Takeoff, Cruise, and Landing Performance.
 - ☐ Complete the Airplane Questionnaire for the CAP Corporate Aircraft.
 - ☐ Perform Airplane Preflight Inspection.

Flight Training:

Prerequisites: The CAP Pilot Trainee will have completed the Preflight Ground Training.

Briefing Items: The CAP Instructor will discuss with the CAP Pilot Trainee the maneuvers expected to be completed.


Safety: The CAP Pilot Trainee and CAP Instructor will brief the following:


- Mid-air collision avoidance.
- Taxi route and clearance requirements.
- Abnormal flight indications and procedures.

Training Flight: The CAP Pilot Trainee will perform all normal procedures using the Aircraft Checklist. The CAP Instructor will determine the maneuvers to be accomplished to provide the proficiency required to successfully complete a CAP Form 5 by the CAP Pilot Trainee. No minimum or maximum flight time is prescribed.

Post-flight:

- The CAP Pilot Trainee will accomplish all normal aircraft procedures, secure the aircraft as required by the Unit Local Procedures, and complete all CAP flight documentation.
- The CAP Instructor will provide the CAP Pilot Trainee a pilot logbook endorsement indicating "completion of training prior to initial CAP Form 5".


Raymond Francis, Lieutenant Colonel, CAP
Chief of Staff


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Ohio Wing Commander

APPROVED ~~DISAPPROVED~~


Charles L. Carr, Jr., Colonel, CAP
Commander, Great Lakes Region