C-3 FLIGHT MANAGEMENT

Summary

Discrepancies	Repeats
0	0

Staffing

Position - Director of Operations (DO) held position: 0 Year(s) 0 Month(s)

Operations Specialty Track:

Mission and Staffing Notes

Y/N/R/NA	Topic/ Detailed Question	How to verify compliance	Discrepancy Write up	Notes
01	Has the wing/region published any supplements or operating instructions, or requested and been granted any waivers? a) Is the wing/region operating under any supplements or operating instructions and, if so, were they approved IAW with this regulation prior to implementation? b) Is the wing/region operating under any waiver and, if so, were they approved IAW with this regulation prior to implementation?	Compare the wing/region's published supplements/OIs or waivers to CAPR 70-1 with those documents posted to the CAP publications website. NOTE: If supplement is not marked correctly, see Tab D-4 question 1 discrepancy. All other discrepancies are documented under this question.	a) (Discrepancy): [xx] (C3 Question 1) Wing/Region failed to obtain approval for its supplement or OI to CAPR 70-1 IAW CAPR 70-1 para 3. b) (Discrepancy): [xx] (C3 Question 1) Wing failed to obtain approval for a requested waiver prior to implementation IAW CAPR 70-1 para 3.	
02	Are non-CAP passengers approved and documented?	Review wing/region flight and mission records for those sorties	a) (Discrepancy): [xx] (C3 Question 2) Wing/Region failed to	

	a) Were all non-CAP passengers approved? b) Was a CAPF 70-9 completed by each non-CAP passenger when required?	that included non-CAP passengers. NOTE: When the CAPF 70-9 was not retained in mission records see Tab C-1 question 3. See regulation for exceptions to CAPF 70-9 requirement.	ensure approval from appropriate authority was granted prior to flying non-CAP passengers IAW CAPR 70-1 para 9.8.2. b) (Discrepancy): [xx] (C3 Question 2) Wing/Region failed to ensure non-CAP passengers other than Military/ National Guard/Federal employees or ROTC/JROTC cadets completed CAPF 70-9 prior to flight IAW CAPR 70-1 para 9.8.2.3.
03	Does the wing/region make necessary corrections to aircraft flying time totals each month in WMIRS?	View WMIRS aircraft utilization reporting status. NOTE: Check the Wing/Region and Month, there should be a "YES" for each month due by the 20th of each month (look back at the current FY and the last complete FY). A blank or a red % means that the validation and/or correction have not been accomplished.	(Discrepancy): [xx] (C3 Question 3) Wing/Region failed to validate/correct the aircraft utilization information in WMIRS IAW CAPR 70-1 para 9.11.11.2. NOTE: Use a sub-bullet to list all deficient months.
04	Does the Wing/Region have an effective process for validation and correction to ensure that all sortie data including actual costs are entered in WMIRS within 72 hours of completing a sortie?	Review WMIRS for missions that have closed more than 72 hours prior to ensure mission records contain all required data.	(Discrepancy): [xx] (C3 Question 4) Wing/Region failed to ensure all sortie data is entered in WMIRS within 72 hours of completing a sortie IAW CAPR 70- 1 para 9.11.11.2. NOTE: see also CAPR 173-3 para 2.1.
05	Are all flight releases accomplished using eFlight Release in WMIRS, and documented properly with the exception of authorized proof-of-concepts? a) When internet access is not	Compare aircraft operational records with WMIRS sortie data including RM and eFlight Release records. Proof-of-concepts authorized under CAPR 70-1, para 9.11.3.1 are exempt from eRelease; however,	(Discrepancy): [xx] (C3 Question 5) Wing failed to ensure all flights were flown with a proper flight release IAW CAPR 70-1 para 9.11.3.4. NOTE: Use a sub-bullet to list sorties which were not properly

	available, are flights released using the CAPF 70-2, CAP Flight Release Checklist, or CAPF 70-2G, CAP Release Flight Checklist, Glider with the required details, and are releases then recorded in the WMIRS eFlight Release System within 24 hours?	paper releases for those sorties must loaded in WMIRS Sortie Files.	released, and why (e.g.: no record of release, not recorded within 24 hours, or paper release not filed in Sortie Files for authorized proof-of-concept).	
06	Are flight privilege suspension procedures followed?	Review information provided by the wing/region prior to the inspection.	(Discrepancy): [xx] (C3 Question 6) Wing failed to ensure procedures for suspending a member's flight privileges were followed IAW CAPR 70-1 para 8.	
07	Does the wing/region ensure all eServices Ops Quals data is recorded properly?	Review of mission participants from WMIRS compared with data in Ops Quals. NOTE: See regulation for documentation/data requirements. NOTE: May be sampled if uploaded, otherwise onsite.	(Discrepancy): [xx] (C3 Question 7) Wing/Region failed to ensure data for all wing/region pilots is entered, and documentation uploaded, into Ops Quals and validated by the Standardization and Evaluation (DOV) officer or another designated official in the pilot’s chain of command IAW CAPR 70-1 para 9.6.1.	