

# E-3 INSPECTOR GENERAL

## Summary

Discrepancies      Repeats

## Staffing

Position - Inspector General (IG) held position:  
Inspector General Specialty Track:

Year(s)      Month(s)

## Mission and Staffing Notes

<u>Y/N/R/NA</u>	<u>Topic/ Detailed Question</u>	<u>How to verify compliance</u>	<u>Discrepancy Write up</u>	<u>Notes</u>
01	Has the Wing IG completed required training? a) IGC & Tech Rating  b) Annual Refresher Training	a) Provide copy of screen shot from e- Services showing IGC & Tech completion.  b) Provide copy of screen shot from e- Services showing completion of annual refresher training.	a) (Discrepancy): [xx] (E3 Question 1) Wing IG has not completed training IAW CAPR 20-1, para 8.3.  b) (Discrepancy): [xx] (E3 Question 1) Wing IG has not completed annual refresher training IAW CAPR 20-1 para 8.1.4.	
03	Is the Wing IG single billeted?	Review e-Services and verify the Wing IG is not double- billeted.	(Discrepancy): [xx] (E3 Question 3) Wing IG is not billeted IAW CAPR 20-1 para 7.7.1.	

05 Are Sub-Unit compliance inspections conducted within the maximum 27 months as required?	Download and complete the "Review_E-3_SUI_Report_Dates.xlsx" file found in the Team Info Folder Files.	(Discrepancy): [xx] (E3 Question 5) Wing failed to ensure Sub-Unit compliance inspections were conducted within the maximum 27 months as required IAW CAPR 20-3 para 9.5. NOTE: List each subordinate unit affected.
07 Are Sub-Unit compliance inspections completed IAW CAP regulations?	a) Provide listing of qualified Sub-Unit compliance inspection team inspectors from eServices Member reports for IG Course Completion.	a) (Discrepancy): [xx] (E3 Question 7) Sub-Unit inspections were not conducted with at least two qualified inspectors IAW CAPR 20-3 para 9.6.1.
a) Were Sub-Unit compliance inspection inspections conducted with at least two qualified inspectors?	b) Review Sub-Unit compliance inspections and any re-accomplished Sub-Unit compliance inspections.	b) (Discrepancy): [xx] (E3 Question 7) Subordinate unit graded Ineffective did not receive a re-inspection IAW CAPR 20-3 para 9.13.
b) Did each unit receiving an overall grade of Ineffective receive another Sub-Unit compliance inspection within 180 days of the original inspection?	c) Review eServices Commanders Dashboard/Inspector General for wing. Verify each unit has the two most recent Sub-Unit compliance inspections loaded.	c) (Discrepancy): [xx] (E3 Question 7) All Sub-Unit compliance inspections were not loaded in eServices IAW CAPR 20-3 para 9.8.
c) Are the last two Sub-Unit compliance inspections for each unit loaded in eServices?		
09 Are Sub-Unit compliance inspection discrepancies closed within 5 months as required?	Review DTS files for Sub-Unit compliance inspections that took more than 5 months to close all discrepancies. Add to the "Review E-3 SUI Report Dates" spreadsheet the DTS Close Date for the most recent inspection.	(Discrepancy): [xx] (E3 Question 9) Wing failed to ensure DTS items were closed within 5 months as required IAW CAPR 20-3 para 9.11. NOTE: List each subordinate unit affected.

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10 Were IGAs and IOs billeted correctly?

Review e-Services and verify that IGAs and IOs were not also assigned as a commander, vice commander, or chief of staff at any level.

(Discrepancy): [xx] (E3 Question 10) Wing IGAs and IO are not billeted correctly IAW CAPR 20-1 para 7.7.2.

