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Aircraft Cockpit	CAP Standardized Aircraft Checklist (NP & EP) ‡	current	<input type="checkbox"/>

† = SUPPLIED

‡ = PUBLISHED

§ = FURNISH LOCALLY

? = OPTIONAL



# CIVIL AIR PATROL

## AIRCRAFT INFORMATION FILE



N \_\_\_\_\_ CAP - \_\_\_\_\_ TYPE \_\_\_\_\_ HP \_\_\_\_\_

FULL FUEL USEFUL LOAD \_\_\_\_\_ LBS OIL  Exxon Elite 20W-50  
 Mineral Oil / Other  
 Phillips X/C 20W-50

TIRE PRESSURES: NOSE \_\_\_\_\_ PSI MAINS \_\_\_\_\_ PSI

### — MAJOR INSPECTIONS DUE —

REQUIRED INSPECTIONS	DATE WHEN DONE	HOURS WHEN DONE	NEXT DUE HOURS	NEXT DUE DATE
MID - CYCLE OIL CHANGE				
ANNUAL INSPECTION				
100 HR AIR WORTHINESS INSP				
ENGINE OVERHAUL				
PROPELLER OVERHAUL				
PROP GOVERNOR OVERHAUL				
PITOT / STATIC / TRANSPONDER		NOTE: Annual inspections are due at the end of the 12th calendar month. Pitot/Static/Transponder inspections are due at the end of the 24th calendar month. Mid-cycle oil changes are due the last day of the 6th calendar month OR 50 hours since the last oil change (± 10 hours), whichever comes first. Accomplish annual (FL, HI, & PR) or biennial corrosion preventive treatment with the 100 hr/annual inspection nearest the corrosion prevention due date.		
ELT BATTERY				
CARBON MONOXIDE DETECTOR				
CORROSION CONTROL				
AIRCRAFT REGISTRATION				

**CHECK CO DETECTOR PRIOR TO EVERY FLIGHT**

**GROUNDED**

***DO NOT FLY!***

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CONTACT YOUR FLIGHT  
RELEASE OFFICER FOR  
MORE INFORMATION

# ADMINISTRATIVE PREFLIGHT CHECKLIST

1. FLIGHT RELEASE OBTAINED AND RECONFIRMED WITH FLIGHT RELEASE OFFICER PRIOR TO FLIGHT.
2. PILOT MEETS ALL REQUIREMENTS OF CURRENT CAPR 70-1, AS AMENDED.
3. PILOT QUALIFIED FOR FLIGHT:
  - A. HAS CURRENT CAPF 5 ON FILE FOR AIRCRAFT TYPE AND CATEGORY.
  - B. HAS CURRENT CAPF 91 ON FILE FOR MISSION PILOT OR MISSION TRANSPORT PILOT IF ACTUAL MISSION.
4. PILOT AND FLIGHT CREWMEMBERS POSSESS THE FOLLOWING REQUIRED PERSONAL DOCUMENTS:
  - A. FAA PILOT'S LICENSE AND CURRENT MEDICAL CERTIFICATE (PILOT ONLY).
  - B. CAP MEMBERSHIP CARD (ALL).
  - C. CAP 101, 101T OR 101CD CARD (IF APPLICABLE).
  - D. PROPER CAP UNIFORM (ALL).
5. PREFLIGHT PLANNING COMPLETED AS PER FARs, INCLUDING WEATHER BRIEFING, CURRENT VFR / IFR CHARTS AS REQUIRED AND WEIGHT AND BALANCE COMPUTED AND IS **VERIFIED WITHIN LIMITS** FOR THIS FLIGHT.
6. FLIGHT PLAN FILED OR USING FLIGHT FOLLOWING IF FLYING MORE THAN 50 NM FROM DEPARTURE AIRPORT.
7. CHECK WMIRS FOR MALFUNCTIONS WHICH COULD AFFECT SAFE FLIGHT, AND THEN COMPLETE AIRCRAFT FLIGHT TIME LOG (TACH AND / OR HOBBS, MISSION NUMBER ETC.).

## IMPORTANT TELEPHONE NUMBERS

**SDIS SATELLITE TELEPHONE NUMBER FOR THIS AIRCRAFT:** \_\_\_\_\_

	NAME	PHONE
<b>UNIT SAFETY OFFICER</b>	_____	_____
<b>UNIT MAINTENANCE OFFICER</b>	_____	_____
<b>UNIT SCHEDULING OFFICER</b>	_____	_____
<b>UNIT OPERATIONS OFFICER</b>	_____	_____
<b>UNIT FLIGHT RELEASE OFFICERS</b>	_____	_____
	_____	_____
<b>WING COMMANDER</b>	_____	_____
<b>REGION COMMANDER</b>	_____	_____
<b>NATIONAL OPERATIONS CENTER</b>	CAP-NOC Duty Officer	(888) 211-1812

# AIRCRAFT FLIGHT TIME LOG, AIRPLANE

Tail No: \_\_\_\_\_ Month: \_\_\_\_\_ Year: 20 \_\_\_\_\_ Wing/Region: \_\_\_\_\_ Model: \_\_\_\_\_ Base: \_\_\_\_\_ Page: \_\_\_\_\_ of \_\_\_\_\_

Mo/Day (Z)	Mission Number	Sortie	Symbol	Profile	FRO (Last Name/Phone/CAPID)	Bill To		
FL (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>		FR (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>	Dep ARPT:	HOBBS	TACH	Fuel & Oil
					ATD Zulu:	Stop:	Stop:	Gallons:
RL (Last Name/CAPID)			RR (Last Name/CAPID)		Arr ARPT:	Start:	Start:	Quarts:
					ATA Zulu:	Total:	Total:	Total \$:

(List additional occupants in flight block below)

Mo/Day (Z)	Mission Number	Sortie	Symbol	Profile	FRO (Last Name/Phone/CAPID)	Bill To		
FL (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>		FR (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>	Dep ARPT:	HOBBS	TACH	Fuel & Oil
					ATD Zulu:	Stop:	Stop:	Gallons:
RL (Last Name/CAPID)			RR (Last Name/CAPID)		Arr ARPT:	Start:	Start:	Quarts:
					ATA Zulu:	Total:	Total:	Total \$:

(List additional occupants in flight block below)

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					ATD Zulu:	Stop:	Stop:	Gallons:
RL (Last Name/CAPID)			RR (Last Name/CAPID)		Arr ARPT:	Start:	Start:	Quarts:
					ATA Zulu:	Total:	Total:	Total \$:

(List additional occupants in flight block below)

Mo/Day (Z)	Mission Number	Sortie	Symbol	Profile	FRO (Last Name/Phone/CAPID)	Bill To		
FL (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>		FR (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>	Dep ARPT:	HOBBS	TACH	Fuel & Oil
					ATD Zulu:	Stop:	Stop:	Gallons:
RL (Last Name/CAPID)			RR (Last Name/CAPID)		Arr ARPT:	Start:	Start:	Quarts:
					ATA Zulu:	Total:	Total:	Total \$:

(List additional occupants in flight block below)

Mo/Day (Z)	Mission Number	Sortie	Symbol	Profile	FRO (Last Name/Phone/CAPID)	Bill To		
FL (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>		FR (Last Name/CAPID)	PIC <input type="checkbox"/> F5 <input type="checkbox"/> F91 <input type="checkbox"/>	Dep ARPT:	HOBBS	TACH	Fuel & Oil
					ATD Zulu:	Stop:	Stop:	Gallons:
RL (Last Name/CAPID)			RR (Last Name/CAPID)		Arr ARPT:	Start:	Start:	Quarts:
					ATA Zulu:	Total:	Total:	Total \$:

Name and CAP ID number of person certifying and submitting the data on this page: \_\_\_\_\_

## Aircraft Flight Time Log, Airplane Instructions and Block Definitions

This form must be retained by the wing/region until the data has been submitted and validated in WMIRS; it may be discarded after such has occurred.  
Data on form must match in WMIRS

Tail No:	N Tail Number of Aircraft
Month:	Current Month being recorded (Jan, Feb, Apr, etc.)
YEAR:	Current YEAR being recorded
Wing/Region:	Wing/Region the aircraft is assigned to
Model:	Aircraft Model (C172, C182, C206, GA8, etc.)
Base:	Base Location Identifier of the Aircraft Location
Page: ___ of ___	Enter Page number of current sheet and totals pages submitted
Mo/Day	Zulu Day that this sortie took off (i.e. 8/17)
Mission Number	Mission number of line entry
Sortie	WMIRS sortie number
Symbol	Mission Symbol of line entry
Profile	Profile Number of any A-12 / B-12 / C-12 mission symbol entry
FRO	Flight Release Officer whom released the sortie
PIC <input type="checkbox"/>	Pilot In Command of flight (check the appropriate box <input checked="" type="checkbox"/> in the FL or FR block)
F5 <input type="checkbox"/>	Member receiving Form 5 (check the appropriate box <input checked="" type="checkbox"/> in the FL or FR block)
F91 <input type="checkbox"/>	Member receiving Form 91 (check the appropriate box <input checked="" type="checkbox"/> in the FL or FR block)
FL	Front Left Seat Occupant
FR	Front Right Seat Occupant
RL	Rear Left Seat Occupant
RR	Rear Right Seat Occupant
Occupants #5 - #8	If more than four occupants (i.e. as in the GA-8), identify them in the next flight block below.
CAPID	CAPID goes after the corresponding occupant's names
Bill To	Wing unit or member name to be billed for this sortie if applicable.
Dep ARPT	Three character FAA Identifier for Departure Airport (i.e. ALB, MGM, BOI, GXY, STL, 4R9, etc.)
ATD Zulu	Actual Time of Departure in "Zulu" time
Arr ARPT	Three character FAA Identifier for Arrival Airport (i.e. ALB, MGM, BOI, GXY, STL, 4R9, etc.)
ATA Zulu	Actual Time of Arrival in "Zulu" time.
HOBBS	Enter STOP Hobbs on Top. Enter START Hobbs below. Enter Total Hobbs used (difference between STOP & START)
TACH	Enter STOP Tach on Top. Enter START Tach below. Enter Total TACH used (difference between STOP & START)
Gallons:	Enter Gallons of Fuel purchased for this sortie
Quarts:	Enter Quarts of Oil purchased for this sortie
Total \$:	Enter Dollar amount of total Fuel+Oil purchased for this sortie (pre and post flight combined)

## EQUIPMENT / INSPECTION / DOCUMENT REQUIREMENTS

1. AIRCRAFT MUST HAVE THE FOLLOWING DOCUMENTS ON BOARD (AS PER FAR 91.9, 91.203 & 23.1589) [**ARROW**]:

- A. CURRENT **A**IRWORTHINESS CERTIFICATE.
- B. CURRENT **R**EGISTRATION CERTIFICATE.
- C. CURRENT **R**ADIO STATION & OPERATORS LICENSE (for overseas flights ONLY).
- D. CURRENT AIRPLANE FLIGHT MANUAL OR PILOT'S **O**PERATING HANDBOOK.
- E. CURRENT **W**EIGHT AND BALANCE PAPERWORK.

2. FOR **DAY VFR** FLIGHT, THE AIRCRAFT MUST HAVE THE REQUIRED WORKING INSTRUMENTS AND EQUIPMENT (AS PER FAR 91.205)

DISCREPANCIES found during the preflight should be immediately reported to the Unit Maintenance Officer and the Airworthiness of the aircraft verified prior to flight.

3. FOR **NIGHT VFR** FLIGHT, THE AIRCRAFT MUST HAVE THE REQUIRED WORKING INSTRUMENTS AND EQUIPMENT (AS PER FAR 91.205)

DISCREPANCIES found during the preflight should be immediately reported to the Unit Maintenance Officer and the Airworthiness of the aircraft verified prior to flight.

4. FOR **IFR** FLIGHT, THE AIRCRAFT MUST HAVE THE REQUIRED WORKING INSTRUMENTS AND EQUIPMENT (AS PER FAR 91.205)

DISCREPANCIES found during the preflight should be immediately reported to the Unit Maintenance Officer and the Airworthiness of the aircraft verified prior to flight.

5. REQUIRED INSPECTIONS (AS PER FAR 43.17 & FAR 91.207):

A. PITOT-STATIC, ALTIMETER AND TRANSPONDER SYSTEMS CHECKED AND CERTIFIED WITHIN PRECEDING 24 CALENDAR MONTHS.

B. VOR EQUIPMENT OPERATIONALLY CHECKED WITHIN PRECEDING 30 DAYS AND FOUND WITHIN TOLERANCE (4° COMPARISON GROUND OR FLIGHT; 6° AIRBORNE VOR CHECK POINT) FOR IFR FLIGHT.

C. EMERGENCY LOCATOR TRANSMITTER BATTERY MUST BE REPLACED WHEN 50% OF ITS USEFUL LIFE HAS ELAPSED.

**INOPERATIVE EQUIPMENT IS TO BE PLACARDED AS SUCH BY PIC!**

**SAGEM Avionics, Inc.**

16923 Meridian East  
Puyallup, WA 98375  
USA

Phone (253) 848-6060  
Fax (253) 848-3555  
<http://www.sagemavionics.com>

Date: April 6, 2005

To: Mr. John Salvador  
Director of Operations, HQ CAP  
Voice: (334) 953-4223  
Fax: (800) 555-7902

Subject: Removal of RCOM-100

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Mr. Salvador,

It is the position of SAGEM Avionics Inc., as the PMA and STC holder of the RCOM-100 if an installation is approved and no modifications or repairs have been made to the wiring, antenna installation or tray the RT (receiver) unit itself can be removed and put in another installation equipped aircraft and should not require the approval of a certified technician. It is recommended a log book entry be made and the system check-out be performed when the RT is added and or removed.

The RCOM-100 is classified as non critical for flight and a non interfering piece of equipment.

Best Regards,



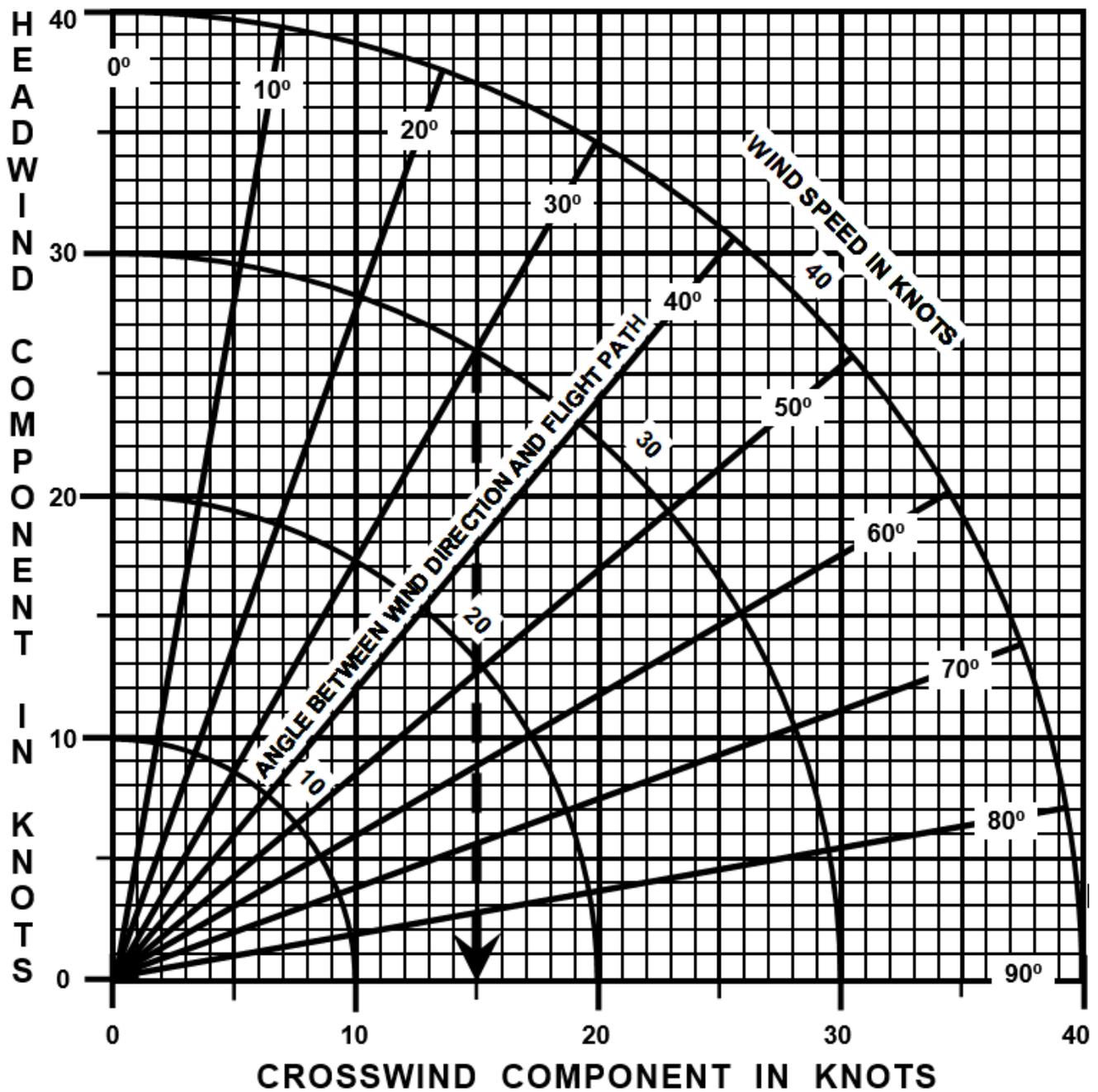
Robert E. Morris  
Director of Operations  
SAGEM Avionics, Inc.

SAGEM SA - Siège social : Le Ponant de Paris - 27, rue Leblanc - 75512 PARIS CEDEX 15 - FRANCE  
Société anonyme a directoire et conseil de surveillance au capital de 36.405.229 € - 562 082 909 R.C.S. PARIS





# CROSSWIND CHART



**INSTRUCTIONS:** Select the headwind component along the left side, and follow the curved line representing the headwind component until it intersects the angled straight line representing the degrees off the runway centerline the wind is coming from. Travel straight down to the bottom of the chart to find the crosswind component. In the example, there is a 30-knot headwind at a 30° angle to the runway, yielding a crosswind component of 15 knots – the legal maximum for CAP flight.



# CIVIL AIR PATROL

## AIRCRAFT INFORMATION FILE



### — LOOSE / REMOVEABLE EQUIPMENT —

Loose equipment (if checked or a # of items is indicated below) is a part of this aircraft. Removal of equipment requires approval of the unit commander or maintenance officer. Removal shall be noted in the aircraft maintenance log. The PIC is responsible for assuring that all equipment is on board during the preflight inspection. Insert a new back cover sheet whenever the data is changed.

N \_\_\_\_\_

#	ITEM	WT (as req)	#	ITEM	WT (as req)
	FIRST AID KIT				
	SURVIVAL KIT				
	FUEL STRAINER(S)				
	SLEEPING BAG(S)				
	SEAT CUSHION(S)				
	SUN SHIELD(S)				
	LIFE VEST(S)				
	BLANKET(S)				
	HEADSET(S)				
	TOW BAR				
	COWL PLUGS				
	PITOT TUBE COVER				
	ENGINE PRE-HEATER				
	HEATER EXTENSION CORD				
	STEP LADDER				
	RADIO LOCK				
	CONTROL LOCK				
	FUSELAGE COVER				
	FIRE EXTINGUISHER				
	WHEEL CHOCKS				
	ROPES / TIEDOWN KIT				
	SDIS INSTALLATION & PC				
	CARGO NET				
	GROUND POWER SUPPLY				
	ARCHER INSTALLATION				