



CAP EMERGENCY SERVICES TRAINING AND OPERATIONAL MISSIONS

CAP Regulation 60-3, dated 26 December 2012, is supplemented as follows:

1-2. Supplements and Waivers. Added. Requests for waivers to this supplement must be sent to the Indiana Wing Director of Emergency Services (INWG/ES). INWG/ES may approve or deny any waiver request to the policy prescribed in this supplement at their discretion. When a waiver request is denied, INWG/ES will ensure the INWG/CSM and INWG/CC are included in the reason for denial response.

1-5b(3)(b). Added. Mission documents folders in WMIRS for the associated mission will be used to retain all required or otherwise deemed pertinent mission documentation on INWG missions.

1-5b(4)(a)5. Use of Ops Quals. Added. Units will process all qualification training records through eServices (Operations Qualifications, "OpsQuals") and maintain documentation in the members' upload documents function for the applicable specialty qualification.

1-5b(5). Added. The Incident Commander (IC) kit for Indiana Wing (INWG) ICs will be maintained on the wing website. No other form of distribution will be made.

1-15f. WMIRS Mission Closeout Timeline. Added. The IC will ensure all entries and required documentation is entered in WMIRS as soon as possible but no later than 15 days from the end of the mission unless required sooner by other regulatory requirements or the mission approval authority. INWG/ES or designee will review all missions to verify documentation requirements are met.

1-21. Added. All mission documentation for all INWG conducted missions, real-world and training, will be maintained in the associated WMIRS Mission Record under either the "Mission Files" section or other mission associated pages. INWG/ES, or designee, will ensure an INWGF 995, *Individual Mission Documentation Review*, is completed for each non-annual mission conducted (annual missions include missions such as cadet orientation flight, pilot proficiency, etc.).

2-2a(1). Added. Skills Evaluators are approved via the Operations Qualifications Skill Evaluator module in eServices. INWG Unit commanders or their designees may, at their discretion, approve individuals to be a Skills Evaluator for specific Operations Qualifications for which they meet the minimum requirements. This approval is accomplished via the Ops Quals Skills Evaluator Appointment Module. This does not supersede the authority of the Wing Commander or the commander's designees to limit or change the specialties that a member is allowed to evaluate in Ops Quals at any time at their discretion. For the following qualifications, a memo or email must be sent to INWG/ES from a skills evaluator of the specific qualification being recommended, preferably from outside the member's chartered unit, recommending that the member be made a skills evaluator for the referenced qualification:

2-2a(1)(a). Added. Air Operations Branch Director (AOBD).

2-2a(1)(b). Added. Communications Unit Leader (CUL).

2-2a(1)(c). Added. Finance/Administration Section Chief (FASC).

2-2a(1)(d). Added. Ground Branch Director (GBD).

2-2a(1)(e). Added. Ground Team Leader (GTL).

2-2a(1)(f). Added. Incident Commander (IC).

2-2a(1)(g). Added. Liaison Officer (LO).

2-2a(1)(h). Added. Logistics Section Chief (LSC).

2-2a(1)(i). Added. Mission Safety Officer (MSO).

2-2a(1)(j). Added. Operations Section Chief (OSC).

2-2a(1)(k). Added. Public Information Officer (PIO).

2-2a(1)(l). Added. Planning Section Chief (PSC).

2-2a(2). Added. INWG Mission Check Pilot Examiner, Mission Check Pilot, Mission Pilot, and Transport Mission Pilot qualifications will be approved and validated by INWG/DOV. INWG/DOV will review, and may request INWG/ES to review, initial mission pilot qualification records (SQTR for SAR/DR MP) to ensure all training complies with the training process described in CAPR 60-3 paragraph 2-3. Refer to CAPR 70-1, *Civil Air Patrol Flight Management*, and any published region or wing supplements for additional guidance and appointment requirements.

2-6d. Transfers from Other Wings to INWG. Fully qualified specialty qualification ratings obtained from other wings, excluding all incident commander (IC) qualifications, are transferred automatically and require no further action from the member. Qualified incident commanders will not exercise their incident commander qualification in INWG until written approval is granted by INWG/CC. ICs will contact INWG/ES to express their interest in continuing to serve as an IC. INWG/ES will review the transferring IC's credentials and experience to provide a detailed plan with any additional training requirements necessary to be effective as an IC in INWG. INWG/ES will provide recommendation to INWG/CC for ICs ready to serve in that role in INWG. Skills Evaluator appointments for all members transferring to INWG will be verified and reassigned in accordance with paragraph 2-2a(1) of this supplement when necessary.

2-8. CAP Mission Check Pilot and CAP Mission Check Pilot Examiner Appointments. Added. These qualifications do not have an associated SQTR but due to the additional responsibility granted to those appointed to these roles, specific appointment criteria is established.

2-8a. CAP Mission Check Pilot (MCP). Added. INWG/DOV will recommend current mission pilots for appointment to Mission Check Pilot through the chain of command. INWG/CC will approve all initial Mission Check Pilot appointments. Subsequent CAPF 91 evaluations will retain the pilot's mission check pilot appointment until removed. All candidates for Mission Check Pilot must have been qualified SAR/DR Mission Pilots for a minimum of 3 years. MCPs who provide instruction for MP trainees will not serve as the MCP (the instructor will not also be the evaluator). These requirements may be waived by INWG/DOV.

2-8b. CAP Mission Check Pilot Examiner (MCPE). Added. INWG/DOV will recommend current mission check pilots for appointment to Mission Check Pilot Examiner through the chain of command. INWG/CC will approve all initial Mission Check Pilot Examiner appointments. Subsequent CAPF 91 evaluations will retain the pilot's mission check pilot examiner appointment until removed. All candidates for Mission Check Pilot Examiner must have been appointed Mission Check Pilot for a minimum of 1 year. MCPEs who provide instruction for MP trainees will not serve as the MCP, or MCPE for MCP candidates (the instructor will not also be the evaluator). These requirements may be waived by INWG/DOV.

2-9. Electronic Flight Bag (EFB) Use. Added. Pilot's use of a FAA approved Electronic Flight Bag (EFB) will not be restricted or eliminated for an entire flight. This includes any accessories or functions that may be included with the EFB setup when operated in accordance with FARs and FAA guidance on EFB usage. CAP Mission Check Pilots may ask the pilot to demonstrate usage of the device when needed to show proficiency on a checked skill. PICs are expected to have a planned course of alternate action should their EFB fail in flight; alternate actions can include paper aeronautical information or a secondary EFB. Mission check pilots cannot take away the use of EFBs for the entirety of a flight evaluation nor can they require an applicant to use paper when the applicant has a backup EFB. This prohibition does not prevent the CAP Mission Check Pilot, or CAP Mission Check Pilot Examiner, from requiring the CAPF 91 applicant to demonstrate proficiency in operation of aircraft systems for the purpose of receiving a CAPF 91 in technologically advanced aircraft (i.e. CAPF 91 flown in G1000 type aircraft).

3-5c(1). Added Prior to the last sentence of the paragraph. INWG mission requests should be made no later than 45 days from the planned start date of the mission. Requests submitted less than 45 days from mission start will be considered but may not be processed in time for approval. The request will include an Operations Plan including at least the items required from CAPR 60-3 para 3-5c(1)(a)-(i). All mission requests will be made utilizing the Mission Request form on the INWG Operations page (<https://www.inwg.cap.gov/members/operations/eforms>). The INWG/DO and INWG/ES will coordinate and make any required WMIRS Mission Requests as necessary.

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Attachment 1
COMPLIANCE ELEMENTS

No compliance elements are created by this supplement.