

B-1 CADET PROGRAMS

Questions

Type	#	Topic/Detailed Question	How to verify compliance	Discrepancy Write up	How to Clear
CI	05	Has the wing established a Cadet Advisory Council?	eServices > Reports > Member Reports > Duty Assignments > under "*Report" choose "Cadet Duty Assignment" > choose wing > at bottom of duty positions select all Cadet WCAC positions.	(Discrepancy): [xx] (B1 Question 5) The wing is not operating a Cadet Advisory Council IAW CAPR 60-1 para 7.1.	Submit a plan for establishing a CAC program to the discrepancy in the Discrepancy Tracking System (DTS).
CI	07	Do each of the wing's cadet and composite squadrons have two or more graduates of the Training Leaders of Cadets course assigned?	eServices > Reports > Member Reports > Member Reports > TLC Progression	(Discrepancy): [xx] (B1 Question 7) Units in the wing do not have at least two graduates of the Training Leaders of Cadets program IAW CAPR 60-1 para 2.4.2.4.	Submit plan that offers TLC course(s) within 6 months and/or shows a plan to support under-staffed units with extra mentoring to the discrepancy in the Discrepancy Tracking System (DTS).
CI	09	Has the wing adopted a set of annual goals? a) Are the goals are being reviewed quarterly	Wing uploads unit's goals document to eServices with reviewed dates.	(Discrepancy): [xx] (B1 Question 9) The wing has not adopted a set of annual goals IAW CAPR 60-1, 4.1. a) (Discrepancy): [xx] (B1 Question 9) Wing goals are not being reviewed quarterly IAW CAPR 60-1 para 4.2.	Submit a set of specific and measurable goals to guide the wing through at least the next 6 months to the discrepancy in the Discrepancy Tracking System (DTS).
CI	10	Does the wing offer at least one cadet-focused "Saturday" activity per quarter?	Visit wing website and review web calendar	(Discrepancy): [xx] (B1 Question 10) The wing is not offering at least one cadet-focused "Saturday" activity per quarter IAW CAPR 60-1 para 4.3.2.2.	Show activity plan for coming quarter to the discrepancy in the Discrepancy Tracking System (DTS).

CI	11	Does the wing have a written plan for providing orientation flights to all units with cadets?	Compliance is determined by a review of Operations and Training plans uploaded into eServices>Operations>Training Plan>Orientation Flights.	(Discrepancy): [xx] (B1 Question 11) The wing does not have a written plan for providing flights to cadets in every unit IAW CAPR 60-1 para 8.9.1.2.	Attach a screenshot of the orientation flight plan to the discrepancy in the Discrepancy Tracking System (DTS).
CI	12	If the wing conducted an encampment, did it file an Encampment Operations Report? a) Does the wing keep an encampment continuity file?	eServices > Cadet Programs > Event Administration > Encampment Reports a) Obtain and review continuity files	(Discrepancy): [xx] (B1 Question 12) The wing did not file an Encampment Operations Report IAW CAPR 60-1, 9.6.3. a) (Discrepancy): [xx] (B1 Question 12) The wing is not maintaining an encampment continuity file IAW CAPR 60-1 para 9.6.3.1.	File report in eServices. Provide memo indicating the DCP has been briefed on the requirement.
CI	13	Have all senior members who are assigned to wing headquarters completed cadet protection training?	eServices > Member Reports > Cadet Protection Course Completion Report.	(Discrepancy): [xx] (B1 Question 13) Wing failed to have all wing staff members complete the Cadet Protection Training IAW CAPR 60-2 para 3.1 and/or 3.2.	If an active member, train the member and report completion via Discrepancy Tracking System (DTS). If an inactive member, use DTS to submit a memo endorsed by the wing CC acknowledging that the member cannot participate in CAP activities until the training is completed.
SUI	05	Does the unit have at least two graduates of the Training Leaders of Cadets program assigned?	eServices > Member Reports > TLC Progression	(Discrepancy): [xx] (B1 Question 5) The unit failed to provide its Cadet Program with at least two graduates of the Training Leaders of Cadets program IAW CAPR 60-1, para 2.4.2.4.	Identify the next opportunity to participate in TLC and identify two seniors who plan to attend.

SUI	06	<p>Has the unit adopted a set of annual goals?</p> <p>a) Are the goals specific and measurable?</p> <p>b) Does the document indicate that goals are being reviewed quarterly?</p>	<p>Squadron uploads unit's goals document to eServices.</p> <p>(a & b) Review goals document.</p>	<p>(Discrepancy): [xx] (B1 Question 6) The unit has not adopted a set of annual goals IAW CAPR 60-1, para 4.2.</p> <p>a) (Discrepancy): [xx] (B1 Question 6) Unit goals are not specific and measurable IAW CAPR 60-1, para 4.2.1.</p> <p>b) (Discrepancy): [xx] (B1 Question 6) Unit goals are not being reviewed quarterly IAW CAPR 60-1, para 4.2.2</p>	<p>Submit a set of specific and measurable goals to guide the unit through at least the next 6 months.</p>
SUI	07	<p>Are squadron meetings guided by a written schedule?</p> <p>a) Do squadron meetings fulfill the minimum monthly content requirements?</p>	<p>Provide the SUI team with schedules for the previous three months of weekly meetings.</p>	<p>(Discrepancy): [xx] (B1 Question 7) Squadron meetings have not been guided by a written schedule IAW CAPR 60-1, para 4.3.1.3.</p> <p>a) (Discrepancy): [xx] (B1 Question 7) Squadron meetings do not fulfill the minimum monthly content requirements IAW CAPR 60-1, para 4.3.1.1.</p>	<p>Following SUI, submit at least one month's worth of written meeting schedules.</p>
SUI	08	<p>Does the unit offer at least one "Saturday" activity per month, on its own or in cooperation with another unit?</p>	<p>Visit unit website and review web calendar.</p>	<p>(Discrepancy): [xx] (B1 Question 8) The squadron is not offering enough cadet activities IAW CAPR 60-1, para 4.3.2.</p>	<p>Show activity plan for coming quarter</p>
SUI	11	<p>Have all members who are required to complete cadet protection training done so?</p>	<p>eServices>Member Reports >Cadet Protection Course Completion Report.</p> <p>No discrepancy is issued if during the in-person portion of the SUI the unit voluntarily acknowledges the fact that inactive member(s) are noncompliant in their training and correctly identifies each by name.</p>	<p>(Discrepancy): [xx] (B1 Question 11). One or more members is non-compliant with cadet protection training (identify names, courses) and the unit commander did not voluntarily report this fact during the SUI IAW CAPR 60-2, paras 3.1 and/or 3.2.</p>	<p>If an active member, train the member and report completion. If an inactive member, submit a memo endorsed by the unit CC acknowledging that the member cannot participate in CAP activities until the training is completed.</p>

SUI	12	Does the unit maintain a web-based calendar of cadet activities?	Visit Unit website.	(Discrepancy): (B1 Question 12). The unit does not maintain a web-based calendar of cadet activities IAW CAPR 60-2 para 2.6.2.	Unit CC will establish a web-based calendar of cadet activities.
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