

Operations Plan



Route Survey VR840,841,842

01Jan- 30 Sep 2021

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A repository of approved Ops Plans will be kept on gocivilairpatrol.com for reference.

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1. General

- a. General Title VR840,841,842
The ME and NH Wings will work together to complete a route survey of VR840,841,842.
- b. Incident Command Post
NA
- c. Primary dates & times
The mission will be authorized to open on 01 January 2020 and close on 30 September 2021.

Pre-positioning flights will contact the IC for approval prior to movement, only the IC or designee may release a flight for this event.

- d. Alternate dates
NA
- e. Funding Source
This mission is funded by MIPR from EADS/224 ADS.
- f. Mission Symbol

B14

- g. Project Officer/Incident Commander

CAP Incident Commander/Program Manager:
Sandy Riis, Lt Col, CAP
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CAP Project Officer:
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- h. Other Contacts

CAP Alternate IC:
William Moran, Col, CAP
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Phone: 603-520-7494 (C)

2. Application

a. Qualification requirements

Attendees shall be active CAP members with a valid CAP ID card in their possession, and present in a correctly worn CAP uniform. All members must have completed General Emergency Services and Basic ORM and have those noted in eService Operations Qualifications to participate in the event. Any member not having those basic qualifications will not be allowed to sign into the mission and will not be covered under CAP or USAF insurance. All Pilots will arrive with current Form 5 and 91 evaluations good for the duration of their attendance. Personnel participating as aircrew members will either be properly qualified or be a supervised trainee in accordance with CAPR 60-3.

b. Event capacity

The IC will determine the personnel needed to support each mission event.

c. Event enrollment procedures

Members desiring to participate will have an opportunity to sign up on a google form which will be sent out as soon as the mission is approved.

3. Flight Operations

a. Aircrew Requirements:

- i. An Aircrew consists of a qualified Mission Pilot (MP) and Mission Observer (MO) and Aerial Photographer (AP). Two MPs may be used as a crew.

b. Aircrew Training Requirements:

- i. The Crew members must complete the following training tasks:
 - Thoroughly understand the procedures outlined in the NESAs Route Survey Pamphlet.

c. Weather Considerations

- i. Operations will be conducted Day/VFR

d. Altitude Requirements

- i. Minimum Altitude will be 1000' AGL.

e. Basic Operational Elements

- i. The basic concept of route survey operations will be divided into the following areas:
 - Mission preflight planning and briefing
 - Permission to enter restricted/warning area
 - Communication with IMT to insure communication with area controllers
 - Recovery to base
 - Mission debriefing

4. Administration

a. Inbound/ Outbound sorties

- i. Inbound/outbound sorties are approved by the Incident Commander or their designee. You may not fly without an ELECTRONIC flight release. Please remember only the Wing Commander or their designated representatives can override disqualifications in eFlight Release.

b. Sortie Management

All sorties must be released in WMIRS electronically only by the IC or designee. FRO qualifications are required if you are not acting as an IC.

Sortie close-out data will be entered in WMIRS as soon after landing as practicable. Receipts must be uploaded within 48 hours or the expense will not be paid. IMPROPERLY RELEASED SORTIES WILL NOT BE FUNDED BY THIS EVENT.

c. Safety considerations

The IC or designee will cover all safety points upon release of the sortie, including the safe operations by aircrew and flightline personnel in the performance of their flying duties. NO PASSENGERS WILL BE SWAPPED WITH THE AIRCRAFT ENGINE RUNNING!

d. Mission paperwork

i. Crews for both airplanes and vehicles are responsible to ensure fuel receipts, RM sheets, Weight and Balance sheets for airplanes and CAP Form 108 & 109's are provided to the IC for the event. He/she will ensure that fuel receipts, RM sheets, Weight and Balance and CAP Forms, if not on WMIRS, are captured and uploaded for each sortie for inclusion in WMIRS, in a timely manner.

ii. Aircraft will be refueled as necessary during the day but at least at the end of each days flying and must be noted on the CAPF104 in WMIRS

iii. Crews will NOT be released for subsequent sorties until all paperwork required for each sortie has been submitted and approved.

iv. PILOTS ARE RESPONSIBLE FOR OBTAINING FUEL RECEIPTS .

e. Final SITREPS

- i. Upon completion, NHWG will provide 1st AF with a SITRP detailing results and customer input.

5. Communications

a. Requirements

Communication between the aircrews and IC will make use of telephone, email, text messaging or radio.

b. Procedure

The ICP will have and maintain communications equipment for use during the entire event. All sorties will remain in contact with the ICP.

c. Required Equipment

- i. All aircraft must have an operational VHF-FM aircraft radio. Use of an aircraft without an operational VHF-FM radio requires advance approval of the IC.

- ii. All operational sorties should have at least one cell phone and that number must be available in the ICP.

6. Cadet Participation

NA

7. Safety

- a. Standard Forms—CAPF 160 and ORM
 - i. ICP – CAPFs 160 Deliberate Risk Assessment Worksheet, 160HL Hazard Listing Worksheet and/or 160S Real Time Risk Assessment Worksheet, will be completed for the Incident Command Post.
 - ii. Operational Air Sorties – AIF RAW Aircrew must be completed in WMIRS as noted in Section 5, subsection i above.
- b. All CAP operations involve some degree of risk. Participants must be alert and careful when operating aircraft or ground vehicles.
- c. The IC will continually monitor all operations to ensure safety is not just talked about, but actually done correctly.
- d. Any mishaps that occur on the mission will be reported IAW CAPR 160-2.
- e. Standard COVID precautions as outlined in the NHWG Remobilization Plan.

8. Staff Requirements

As required.

- a. CP Staff members will be fully qualified or will be supervised by qualified members.
- b. The following Incident Command staff are required:
 - i. Incident Commander (IC)
 - ii. Project Officer (PO)
 - iii. FRO
 - iv. Any additional support staff as required by PO or IC

9. Uniform Requirements

All attendees must be in an authorized and complete CAP uniform worn in accordance with CAP regulations. Each member's role should dictate the appropriate uniform. Mission Staff may be in a service or utility uniform depending on the level of contact expected with external participants or media.

10. Facilities

N/A.

11. Logistics

- a. Police and Fire
Local facilities and by emergency number is 911.

12. Military Support Requirements

NA

13. Public Affairs

a. Media Contact

All media communication will be referred to the EADS/224 ADS PAO, Mission PIO or the IC. Participants are expected to refer all media inquiries regarding any mishap to the Mission Public Information Officer

14. Contingencies & Emergency Services Missions

Any event may be suspended or terminated and CAP resources reassigned, at the direction of an active Emergency Services Mission Incident Commander, NH or ME Wing/CC, or Higher Headquarters CAP or CAP- USAF direction; otherwise, the event is expected to continue as planned.