



## MID-ATLANTIC REGION SUPPLEMENT

CAPR 60-3(i)

10 January 2024

APPROVED/R. OLIENYK/CAP/DO

Operations

### CAP EMERGENCY SERVICES TRAINING AND OPERATIONAL MISSIONS

CAPR 60-3(i), dated 26 December 2012, is supplemented as follows:

#### SUMMARY OF CHANGES:

Added Incident Commander Levels of Complexity definitions; identifies the training requirements and documentation for Incident Commander (IC) level 1 qualification and establishes the Mid-Atlantic Region Commander's Incident Commander Review Board.

Paragraph 1-14. ADDED.

The IC qualification levels 3, 2, and 1 are of varying complexity and correspond to the type of incident that CAP is activated for.

- a. A MAR Incident Commander level 3 (IC-3) is expected to handle missions on a "local" level involving an Area of Responsibility (AOR) within any wing (2-4 teams/aircraft).
- b. A MAR Incident Commander level 2 (IC-2) is expected to handle operations on a complex mission within any wing or multi-wing.
- c. A MAR Incident Commander level 1 (IC-1) handles the most complex missions that may involve multi wing, multi-region or national operations.

The complexity and type of mission will dictate the size of the staff activation, Incident Action Plans written, formal briefings, and the amount of inter-agency coordination needed.

Paragraph 2-2. d. (1) ADDED

(a) The MAR/CC will appoint a MAR Incident Commander Review Board (ICRB) to review and recommend the approval/disapproval of applicants who have completed all the training requirements for IC-1. The Board will be chaired by the MAR Deputy Chief of Staff for Operations or designee and will consist of a minimum of two additional highly experienced IC-1s.

(b). The MAR/CC may waive any of the requirements of this supplement for qualified trainees based on the trainee's background and experience.

Paragraph 2-2. f. ADDED

Approval to train for the IC-1 specialty qualification within MAR must be wing commander nominated and approved by the MAR/CC or MAR Deputy Chief of Staff for Operations or designee. To obtain approval the trainee must have a current IC-2 specialty rating in e-Services OPS QUAL, completed all the MAR Specialty Qualification Training Worksheet (Attachment 1) Prerequisites training for IC-1.

Paragraph 2-3. a. ADDED

Within MAR, the following prerequisites must be met prior to initiating training for IC-1.

- (1) An IC-1 trainee shall have a minimum of two (2) years' experience as an IC-2. During that time, they must have acted as an IC-2 on two (2) entire wing, multi-wing or region level missions, either practice or actual.
- (2) An IC-1 trainee must complete the following:
- (3) Paragraph 2-3. d. ADDED

The appropriate MAR Specialty Qualification Training Worksheet, found in attachment 2, will be utilized for IC-1 1 training and documentation in addition to the established Specialty Qualification Training Records (SQTR) in the e-services Operations Qualifications application. This training record will be provided to the MAR Incident Commander Review Board (ICRB) as required documentation.

Paragraph 2-4. d. ADDED

- (1) A member seeking renewal of IC-1 must submit documentation showing that they acted as an IC-1 for a minimum of one (1) mission, actual or practice, and completed the following since their last renewal and:
  - Attend the MAR One Day IC-1 refresher course live or virtual, or
  - Served as an instructor for the IC Course at MARSAR College, or
  - Conducted a wing level IC course or exercise, or
  - Served as a CAP LNO for the FEMA/NRCC during a practice or actual mission.

A member who is currently approved as an IC-1, as of the date of this supplement, will need to complete the following:

- FEMA IS 102 Preparing for Federal Disaster Ops, FEMA Response Partners, and
- FEMA IS2200 Basic Emergency Operation Center Functions.

Paragraph 2-6. c. ADDED

- (1) Members who transfer into the Mid-Atlantic Region or member wings with an IC-1 qualification may be requested to demonstrate acceptable proficiency to the MAR/CC or MAR Deputy Chief of Staff for Operations or designee prior to performing as an IC-1 level. This will be accomplished by submitting their qualifications to the MAR Incident Commander Review Board (ICRB). The ICRB will review the member's qualifications and forward their recommendation to the MAR/CC for consideration.

EUGENE EGRY, Col, CAP  
Commander

Attachment 1:  
Compliance Elements

There are no compliance elements with this supplement.