



ARIZONA WING SUPPLEMENT 1
CAP REGULATION 66-1

10 FEBRUARY 2021

APPROVED/R.KIRKPATRICK/CAP/LG

Aircraft Maintenance

CIVIL AIR PATROL AIRCRAFT MAINTENANCE MANAGEMENT

CAP Regulation 66-1, dated 14 September 2015, including ICL 17-06 dated 28 July 2017 and ICL 18-04 dated 14 June 2018, is supplemented as follows:

12.1 Added. Monthly Flight Log Reporting. Each Squadron Commander, or their designee, will reconcile the previous month's "Aircraft Flight Time Log" sheet, from the AIF to the Aircraft Log in WMIRS for the same time-period. Once these two logs are reconciled, an email shall be sent to the AZWG/DO, or their designee, certifying the agreement between these two logs: A Monthly Flight Time Report. This report is by calendar month and is due by the 5th of each month.

12.2 Added. Maintenance Updates. Unit Aircraft Maintenance Officers (AMO's) are responsible for entering aircraft maintenance data into the Aircraft Maintenance Reporting and Documentation (AMRAD); including but not limited to these items:

- Maintenance date
- Tach time
- Hobbs (for 100 hour and oil changes)
- Corrosion date
- ELT model number/type and when battery due date
- Pitot static check date
- Transponder check date
- 500-hour magneto inspection date
- Date aircraft battery replaced
- Total engine time SMOH at last annual
- Total airframe time at last annual
- TTSO prop at last annual/ TTSO on prop governor at last annual
- Date prop/ prop governor last overhauled
- CO detector installed/ date due for replacement
- Date of last A/C wash
- Date of last GPS data update
- Placards installed
- Logbook location
- Type of landing and taxi light

12.3 Added. Weight and Balance. Units will ensure actual weights for the contents of the baggage compartment are included in the Weight and Balance section of the Aircraft Information File (AIF). This should include, but not be limited to, the Survival Kit and one quart of oil and miscellaneous equipment. Crews must use this information when computing Weight and Balance and performance data.

18.1. Added. Transfer Dispute. Aircraft transfers require gaining unit concurrence at the time of

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turnover. If the gaining unit does not concur (e.g., aircraft condition or defect issues), promptly notify the Wing Commander for dispute resolution.

20. Added. Maintenance/ Repair Procedures. The procedures for aircraft assigned to the Arizona Wing for maintenance, repairs, and operational expenditures are as follows:

20.1 Added. Preventative Maintenance. Preventive maintenance of corporate aircraft is the responsibility of assigned units and should be accomplished on a regular and routine basis as per manufacturer's recommendations, to include, but not limited to Interior and exterior cleaning and waxing.

20.2 Added. Major Repairs and Maintenance. Major repair and maintenance of corporate aircraft is a specific responsibility of Wing Headquarters and will be scheduled with the Wing Maintenance Officer. It includes, but not limited to, such items as:

- Annual inspections
- 100-hour inspections
- Overhaul of assemblies and accessories
- Fabrication or acquisition of replacement parts
- Engine overhaul
- Airframe repair
- Avionics repair and installations

20.3 Added. Major Maintenance / Repair Requests. Request for any maintenance must be approved and coordinated with the Wing Maintenance Officer, by the most expeditious means and should include the aircraft registration number and a description of any specific problems. Any unit or persons not receiving prior authorization for any maintenance may be responsible for cost incurred.

20.4 Added. 100 Hour / Annual Inspection. Requests for required aircraft "100 hour/Annual Inspection" should be made by the unit commander, or their designee (e.g., the unit maintenance officer) by completing the AZWG FORM 1, "100 Hour / Annual Information" form, in accordance with the instructions listed on the form, when the aircraft is within 10 hours of this required inspection. The completed AZWG FORM 1 shall be emailed to the Wing Maintenance Officer to request the inspection. The Wing Maintenance Officer will forward the completed form to the Consolidated Maintenance FBO with a request for the date of service. The date for delivery will then be sent to the AMO for that aircraft along with any further instructions. The AZWG FORM 1 is available through the Wing Maintenance Officer.

20.5 Added. Maintenance Transport. Aircraft scheduled for major repair, will be delivered by the assigned unit at the time and place designated by the Wing Maintenance Officer. During the time, the aircraft is in for maintenance it is under the control of the Wing Maintenance Officer. On completion of the work the unit will be notified by the Wing Maintenance Officer, or their designee, when to pick up the aircraft.

20.5.1 Added. Logbook Entries. The unit AMO will forward scanned copies of any logbook entries made for any aircraft maintenance to the Wing AMO, or their designee.

20.5.2 Added. Ground Movement. The cost for any ground movement of a corporate aircraft on an airport for maintenance, shall be done by the assigned unit, unless otherwise approved by the Wing Maintenance Officer (or designee) or the Wing Commander. The time will be entered as MX time in WMIRS in the report section.

20.5.3 Added. Out of State. Any out-of-state or extended ferry flights shall be cleared first by the Wing Commander as to what reimbursement, if any, may be allowed.

20.5.4 Added. FBO Time. Any time put on an aircraft while at an FBO shall be entered as MX time in WMIRS in the report section.

20.6 Added. Pilot Expenditures. Pilots flying Wing authorized support missions will pay their own fuel and oil charges unless specifically approved for payment by the AZ Wing Commander or their designee.

20.7 Added. Claim Disputes. Unless otherwise directed or delegated, the Wing Commander is the final authority for disputed claims of maintenance responsibility for Arizona Wing aircraft.

ROBERT C. PINCKARD, Colonel, CAP
Commander

ATTACHMENT 1**COMPLIANCE ELEMENTS**

There are no compliance elements for this supplement.

ATTACHMENT 2

ARIZONA WING SURVIVAL KIT

These items are recommended contents for the aircraft survival kit. Arizona Wing has problems with extreme heat causing dated items to degrade before the expiration date. Long term water storage is not recommended in the survival kit, these containers have a history of leaking causing mold to develop inside the survival kit boxes.

Suggest that aircrew members develop their own personal kit to have in their flight bag that would contain items as listed in the last section of this attachment.

SIGNALING GROUP

- 2 Mil-spec Polycarbonate Signal Mirror, 3 x 5 inch
- 2 Storm Emergency Whistles, orange

EMERGENCY DEVICES GROUP

- 1 Knife - fixed blade, full tang, with sheath
- 1 Knife Sharpener (included with Knife)
- 1 Multi-purpose tool with locking blades - "Leatherman Super Tool"
- 1 Survival Saw - "Pocket Chainsaw"
- 1 Compass w/ declination adjustment
- 25 Windproof / Waterproof - Lifeboat Matches
- 1 Flint style Fire Starter w/ tinder - "Spark-Lite"
- 1 Survival Candle
- 50 ft. roll Snare Wire
- 1 Flashlight "UKE Model 4AA" - safety certified
- 1 Spare Bulb Module for Flashlight

MEDICAL GROUP

- 1 First Aid Kit, Custom Outfitted in nylon case
- 1 10 ft. roll Adhesive Black Tape (use for bandaging)
- 10 Cotton Balls
- 2 Elastic Bandage, 3"
- 10 4 x 4 Bandage
- 2 Gauze Compress, 4"
- 2 Triangular Bandages - not sterile
- 4 Non-adherent 4" Bandage
- 1 pr. Vinyl Gloves
- 10 Vionex Surgical Soap
- 8 Sterile Applicators

- 2 Kerlix Gauze 3"
- 20 Elastic Band-Aid 1" x 3"
- 5 Elastic Knuckle Bandage
- 5 Elastic Fingertip Bandage
- 2 Spenco Second Skin
- 1 SAM Splint
- 5 pkg. Steri-Strips Wound Closures
- 2 Eye pads
- 6 Combination 5 x 9 Trauma Dressings
- 5 Tongue Depressors
- 1 Scissors 4.5"
- 10 Safety Pins
- 7 Feminine Hygiene Products (also possibly for wound management)

SUGGESTED ITEMS AIRCREW HAVE IN THEIR FLIGHT GEAR

- 3 1-qt. Lexan Water Bottles
- 8 Alkaline Batteries (2 sets for flashlight)
- 3 Chemical Light sticks, 12 hr., green
- 2 Sun block
- 2 Insect repellent
- 2 Water purification tablet packs
- 4 Packs (3 bars/1200 cal. each) Survival Rations
 - Hard Candy, Instant Coffee, Sugar Cubes
- 10 Providone Iodine Wipes
- 1 Wound Irrigation Syringe
- 1 Sterile Wound Irrigation Solution
- 1 Hydrocort Cream 1%
- 1 Afrin Nasal Spray
- 6 Loperamide - antidiarrheal
- 12 pkts. Polysporin Ointment - antibiotic
- 18 pkts. Ibuprofen - analgesic
- 18 pkts. Acetaminophen - analgesic