OKLAHOMA 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 is supplemented as follows:

4.4. Added. Red River Aircraft Repair, LLC in Altus, OK is the OKWG designated repair and maintenance facility for OKWG aircraft. This shop is required to be used for all annual and 100-hour inspections and any major maintenance.

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4.5. Added. Unit Request. The unit DO or designee of each unit where an aircraft is located will make requests for any scheduled or unscheduled maintenance. Requests will be communicated to the OKWG/LGM via email or phone. In the absence of OKWG/LGM, maintenance requests will be sent to OKWG/DO. Scheduled maintenance includes 50-hour, 100-hour, annual inspections, any engine or propeller overhaul, paint, and any Time Change Item (TCI). Unscheduled maintenance includes any grounding, safety of flight, or mission impairment discrepancies that cannot wait for the next scheduled maintenance inspection. Any emergency repairs by a maintenance facility that does not meet minimum insurance requirements must be approved by NHQ/LGM. OKWG/LGM will coordinate with NHQ for approval to use a facility that does not meet the insurance requirement.

4.6. Added. Scheduling is a key element in the consolidated maintenance program for both CAP and the contract facility. Contract specifications require CAP to provide at least five workdays notice to the contractor before inspections or maintenance. This ensures that the contractor is prepared to receive the aircraft. Upon arrival at the maintenance facility, CAP pilots will provide a detailed list of discrepancies for troubleshooting and repair. If arrival at the maintenance facility occurs after hours or on weekends, the PIC will leave the discrepancies list on the pilot's seat.

4.7. Added. Sorties flown in support of consolidated maintenance will be flown under mission symbol A-9. A-9 sorties include ferry flights, crew pick-up and drop-off and all flights to return aircraft to home base after maintenance. Ensure that the tail number of the aircraft undergoing maintenance is entered into the "*Tail No of Aircraft in MX*" box in WMIRS. Input the type of maintenance being performed in the "*Sortie Objective*" field of the CAPF 104, i.e. 50-hour, 100-hour, pitot static check. Sorties for chase aircraft to either pick-up, drop-off maintenance, or ferry crews will enter the aircraft tail number of the aircraft undergoing maintenance in the "*Sortie Objective*" field. Example: N745CP going in for 100-hour inspection with N99377 as chase aircraft – the N99377 PIC will enter "Chase aircraft picking up crew from N745CP & return to home station" in the "*Sortie Objective*" field. Either the OKWG/LGM or OKWG/DO will be the FRO for all A-9 sorties.

4.8. Added. If a ferry flight to a maintenance facility is required, contact the OKWG/DO for appropriate approval and mission number.

4.9. Added. Pilots picking up aircraft from maintenance after 100-hour or annual inspection will complete a CAPF 71, *CAP Aircraft Inspection Checklist, Aircraft Inventory Sheet* (AIF – back cover), and forward it to OKWG/LGM within 24 hours of picking up the aircraft.

7.4.3.1. Added. VOR Checks. The PIC will ensure the VOR has been checked within the preceding 30 days by checking Tab 3 of the AIF prior to each sortie. If required, conduct and document the check.

7.4.6.1. Added. Units where aircraft are located will complete a CAPF 71 during the month of June. The unit will forward the completed form to OKWG/LGM.

8.4.1. Added. Aircraft discrepancies will be reported to the wing maintenance officer and entered into Aircraft Maintenance Repair and Documentation (AMRAD). Note: The aircraft logbooks are the official documents of record. AMRAD is used for accounting and maintenance management of aircraft.

8.4.2. Added. For the purposes of this regulation and AMRAD, the following definitions will apply when determining the aircraft status.

8.4.2.1. Added. Deferred is used when an instrument or equipment is found to not be functioning as designed. The PIC will comply with 14 CFR *§* 91.213 and assess airworthiness. The PIC should reference Chapter 2 of Advisory Circular (AC) 91-67, *Minimum Equipment Requirements for General Aviation Operations Under FAR Part 91* to help with the assessment. If the PIC has determined that the aircraft is in a "properly altered condition", the AMRAD write up may be deferred.

8.4.2.2. Added. Grounded is when the aircraft is in an unairworthy condition and requires maintenance action to return the aircraft to service.

8.4.2.3. Added. Serviceable is when the aircraft is airworthy.

8.4.2.4. Added. Limitation Status. Inspection required is selected when an aircraft discrepancy has been reported in AMRAD and the PIC has complied with 14 CFR *§* 91.213. In this instance, the PIC declares the aircraft airworthy but requests the maintenance officer schedule to have the aircraft inspected at the next available opportunity.

8.6.1. Added. Aircraft keys shall be secured in a key lock box with a combination lock. The lock will be placed on the left wing tie-down point and shall be removed and stowed in the aircraft prior to flight. The combination will be changed when directed by OKWG/DO.

8.6.2. Added. The following guidance clarifies when the avionics lock is not required to be installed:

8.6.2.1 Added. When the aircraft is secured within a hangar, the avionics lock is not required to be installed. The gust lock must be installed when the avionics lock is not used.

8.6.2.2 Added. If the aircraft is to be tied down outside overnight, the following locations are considered guarded and do not required installation of the avionics lock:

KLAW – Lawton-Fort Sill Regional Airport
KOKC – Will Rogers World Airport
KTUL – Tulsa International Airport

All US Military Instillations

8.6.2.3. Added. The avionics lock will be removed and stowed in the aircraft prior to flight, but must remain with the aircraft. Recommended secure storage locations include under the back seat (preferred) or under the cargo net.

8.6.2.4. Added. This procedure applies to day-to-day operations and only to N817CP, N917CP, N906CP, and N99377. If the aircraft is temporarily assigned to a mission or special activity, responsibility will fall to the incident commander or activity director of record to ensure security of the aircraft.

10.2.1. Added. The PIC will ensure the fire extinguisher has been inspected by checking Tab 3 of the AIF prior to each sortie. If required, conduct and document the inspection.

10.5.1. Added. Survival / First Aid Kit minimum contents are specified on the inventory sheet in each survival kit front pocket and the AIF, Tab 14.

10.6. Added. Towbar. When not in use, the towbar will be stowed in the aircraft.

10.7. Added. Cleaning Materials. Aircrew will clean the windscreen and all leading edges after completing the last sortie of the day. For cleaning aircraft windows, use 100% cotton flannel cloth or an old T-shirt. Household paper towels will not be used on aircraft windows.

17. Every effort will be made to secure OKWG aircraft in a hangar. When hangar space is not available, aircraft will be tied down IAW this regulation. OKWG/DO will be notified when aircraft are tied down in the open. Exception: Not required when the aircraft is turned over to a maintenance contractor.

17.2. Friction type tie-down straps are the primary method of tying down OKWG aircraft. Each aircraft has a marked set of tie-down straps that must remain with the aircraft at all times. Additionally, tie-down ropes are included with each aircraft and will be used to secure aircraft at locations where the tie-down points are spread to far apart for the friction type straps.

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Commander

Attachment 1
COMPLIANCE ELEMENTS

There are no additional compliance elements for this supplement.