



MDWG SUPPLEMENT 1
CAP REGULATION 66-1

11 MAY 2020

APPROVED/G.SCHNEIDER/CAP/LG

Aircraft Maintenance

CAP 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:

4.1. Added. The Maryland Wing (MDWG) Aircraft Maintenance Officer (AMO), utilizing a centralized tracking database, will monitor the required inspection cycles and times for compliance with appropriate FAA and CAP regulations. The MDWG AMO or their designee will be the responsible person for coordinating all maintenance with appropriate facilities.

7.4.6.1. Added. The MDWG central maintenance shops do permit CAP personnel to participate in the inspection of wing aircraft. CAP personnel so participating will do so under the direct supervision of appropriately rated, insured, and qualified employees of the facility. Upon approval by the maintenance shop, units may provide a maximum of two CAP pilot members to assist with the inspection. Prior notice to and approval from the MDWG AMO is required for participation.

7.4.6.2. Added. Units must complete a semi-annual operational check of the personal flotation device (PFD) utilizing the procedures outlined in the user's manual. A record of checks completed shall be maintained by the unit and noted in ORMS by an updated location in the inventory section. Every two years, all PFDs will be sent to an authorized repair station for testing/repair/recertification by the designated wing officer.

7.4.6.3. Added. The MDWG AMO, or their designee, will inspect each corporate aircraft at least once per calendar year. The unit responsible for an aircraft where discrepancies are found will be given 30 days to correct any issues and then a re-inspection will be scheduled. Any unit that fails to make corrective actions shall be subject to possible loss of aircraft assignment. In addition to these announced inspections, "spot-notice" inspections will be conducted to assure continued compliance with applicable CAP and FAA directives.

8.4.1. Added. Unit AMOs are responsible for keeping the Aircraft Maintenance Information module as well as the Online Aircraft Discrepancy Log in WMIRS updated. This does not alleviate the unit AMO from submitting monthly CAPF 71 reports to the MDWG AMO.

8.4.2. Added. Pilots who find discrepancies with an aircraft shall immediately contact the unit AMO or their designee for that aircraft to discuss the discrepancy. A determination will be made as to the status of the aircraft as a result of the discrepancy. If the unit AMO is unable to be contacted, the pilot will contact the MDWG AMO. The pilot is responsible for entering the squawk into the online discrepancy system, providing specific details as to the nature of the problem for the MDWG AMO to triage. The MDWG AMO will coordinate maintenance required between the unit and the appropriate facility. Once the item is repaired, the MDWG AMO will close out the discrepancy in the online system.

10.5.1. Added. Maryland Wing supplies standardized survival equipment for each aircraft. This equipment consists of three (3) personal flotation devices (PFD) and a survival kit. All survival kits are self-contained units and should be inspected as part of the annual inspections as per section 6 (d). Units are responsible for replacing expired items in the kits. Should funds be available, Maryland Wing may allocate funds in the budget for the purpose of replacing expired items. The survival kit will be kept in the right rear passenger seat to allow better access in the event of an emergency. The PFDs may be kept in the baggage compartment during flight conditions which do not warrant the wearing of the vests. Aircraft weight and balance information shall be updated to reflect the placement of these items.

12.1. Added. All aircraft logbooks will be kept at a location, known by the pilots, where they can be accessed at any time by any pilot operating the aircraft. All logbooks shall accompany an aircraft to a shop when maintenance is being performed.

12.2. Added. Unit AMOs are responsible for updating Aircraft Maintenance Information in WMIRS.

12.3. Added. Any pilot picking up an aircraft from a maintenance facility will conduct a post-maintenance inspection prior to leaving with the aircraft. Pilots should assure that all items were addressed and that the logbooks were properly signed off in accordance with applicable FARs.

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**ATTACHMENT 1
COMPLIANCE ELEMENTS**

This supplement does not contain any compliance elements.