

# **Ohio Wing**

## **TRAINING SAREX**

**08-T-4699**

**Mansfield, OH**

**18-20 April 2008**

**Raindates: 25-27 April 2008**

## **Operations Plan**

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**1. GENERAL**

**A. IMPORTANT NEW INFORMATION**

Because of new CAP/USAF requirements, ALL vehicles going to and from mission base must be on a CAPF 109 and in WMIRS. After you return home, after the mission, you must:

1. Call the person designated to tell them you have arrived home safely.
2. Give your ending mileage and cost of fuel to that person, otherwise you will NOT receive any reimbursement.

**B. Type of exercise**

Funded, Training SAREX

The purpose of this mission is Training. Training for recurrency and upgrades will be done and taskings will be signed off as they are completed.

**NOTE: This exercise will be run in strict accordance with CAPR 60-3 and CAPR 60-1 and OHWG Supplement 1 to CAPR 60-1.**

**C. Primary dates & times**

Primary Mission Dates: 18-20 April 2008

**D. Alternate dates**

Raindates: 25-27 April 2008

**E. USAF funding**

Amount of funding allocated: (APPROXIMATE)

Flight Activity:	\$4800
Vehicles:	\$900
Communications	\$100
Total	\$5800

**F. Mission Symbol**

Air Force Assigned Mission Symbol: A5

**G. Air Force Mission Number**

Air Force Assigned Mission Number: 08-T-TBD

**H. Host unit**

Mansfield Lahm Airport:

Base Commander:

LTC Raymond Applegate CAP  
1280 Cedarbrook Court  
Mansfield, OH 44906  
Phone: (419) 756-7347

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**I. Initial reporting times and locations**

Early Sign-in at Mission Base  
1700 hours 18 April 2008

Reporting Time:  
Friday arrivals: 1800 hours 18 April 2008  
Saturday Arrivals: NLT 0730 hours 19 April 2008  
Sunday Arrivals: NLT 0730 hours 20 April 2008

**2. NOTIFICATION AND APPLICATION**

**J. Notification of exercise**

Mission Staff: Individually Notified NLT 1 April 2008  
Instructors/Checkpilots: Individually Notified NLT 3 April 2008  
Participants: Wing general notification NLT 3 April 2008

**K. Qualification requirements**

All Participants:  
CAPID, CAPF 60 (DEC 2003 date), CAPF 101 for all,  
Completion of the latest CAPT 116 and all applicable CAPT 117 tests

**L. Exercise Capacity**

Open to all OH Wing participants.

**3. EXERCISE DESCRIPTION**

Ohio Wing Civil Air Patrol will be conducting a practice Monitored SAREX on 18-20 April 2008 at Mansfield Lahm Municipal Airport (MFD) in Mansfield, OH. The mission base will be operational NLT 1800 hours on Friday 18 April 2008 and operations will close at 1500 hours on 20 April 2008. Details of individual mission activities are covered in later sections.

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## 4. FLIGHT OPERATIONS

### M. Aviation resource requirements

The exercise is open to all OH Wing Corporate aircraft. Use of member owned/furnished aircraft must be approved in advance by CAP-USAF/GLLR personnel. The owner of the aircraft must execute a "hold harmless agreement", DoD Form 2402, waiving any claims for property damage against the United States arising from the use of the aircraft. This form along with a copy of the aircraft airworthiness certificate must be forwarded to GLLR/DO prior to approval being granted.

**In order to assure compliance of the aircraft with current FAR's and CAP requirements, it is strongly suggested that all aircraft aircrews of the incoming aircraft complete the CAP Aircraft Inspection Checklist, CAPF 71, within 24 hours prior to arrival and bring the completed form with them to mission base.**

Note: All airport information and alternate airport information is subject to change. It is the responsibility of the PIC to always obtain the latest information for his/her flight.

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Please be advised that if a CAP Pilot shows up at mission base and is NOT listed on the latest Pilot Authorization list as a CAP Pilot, Mission Pilot (MP), or Transport Mission Pilot (TMP), the member DOES NOT FLY even if the member shows up with paperwork. All CAP Pilots should know that they need to be on the listing or they do not fly. The ONLY exception is that if Mission Base logs onto WMU and/or MIMS and they are, in fact listed, they can then fly in that specialty. There will be no other exceptions

Regards,  
LtCol Henry Wearsch  
OHWG/DO

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**N. Inbound sorties**

**NOTE: MISSION BASE WILL FLIGHT RELEASE AIRCRAFT.**

Flight Plan: CAPF 104, Copy presented upon arrival.

Friday Evening Arrival:

Call Air OPS (Telephone number TBD) Friday afternoon  
between 1700 – 1830.

Have CAPF 104 information available. Air Ops will assign sortie and  
CAPFLIGHT Number.

Saturday/Sunday Morning Arrivals:

Call Air OPS (Telephone number TBD) at Mission Base, Saturday/Sunday  
morning. Have CAPF 104 information available. Air Ops will assign sortie and  
a CAPFLIGHT Number if the aircraft is privately owned.

Flight Release: CAPF 104, release by Mission Base only.

Flight Following: All Inbound flights file FAA Flight Plan. Cancel upon arrival.

Arrival Routes: As Required, Maintain VFR/IFR altitudes enroute.

Airport Information:

Mansfield Lahm Municipal Airport (MFD) in Mansfield, OH..

Located 3 miles North of city.

Lat N40-49.29, Long W82-30.00.

Obstructions: Buildings SE of Field, Tower.

Runway elevation: 1297 MSL, Pattern Altitude 2090 MSL.

NOTE: Deer and birds on or near runway.

Airport Parking: TBD by Project Officer/Mission Base Commander.

Air/Ground Com:

Tower/CTAF 119.8 MHz, Ground 121.8 MHz,

Unicom 122.95 MHz, ATIS 125.3 MHz

Mission Base Callsign: Mansfield Mission Base/Frequency Channel 1

Night Operations: Runway/Taxiway lighting (PCL -119.8), Airport Beacon.

FBO: Richland Aviation - Phone (419) 524-4261.

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**O. Alternate airfields and mission recall procedures**

The following airfields can be used in case of adverse weather: Ashland Co. (3G4), Huron Co. (OH21), Marion (MNN) and Knox Co (4I3).

Aircraft Recall will be via CAP radio. If mission aircraft without CAP radio capability are airborne, the recall will also be transmitted on 122.9 Mhz.

Aircraft encountering weather which will impact continued air operations will immediately advise mission base and obtain revised instructions. Search activity will be terminated if VFR conditions cannot be maintained while at the designated search altitude. The Pilot in Command (PIC) has final authority in determining if weather in his area meets required ceiling/visibility criteria.

**P. Flightline Operations**

Flightline operations will be accomplished IAW CAPR 60-1 and CAPR 60-3.

**Q. Outbound sorties**

Flight Plan: CAPF 104, Sortie assigned by Air Ops.

Flight Release: CAPF 104, release by Incident Commander or Air Ops if IC Approves.

Flight Following: All Outbound flights file FAA Flight Plan,  
Cancel upon arrival at home field.

Departure Routes: As Required, Maintain VFR/IFR altitudes enroute.

Notification: Phone IC or Air Ops (as briefed) with time of  
Arrival/Flight time upon return to home field.

**R. Flight scheduling**

Whenever possible, Air Ops will assign sorties in sequence the CAPF 104's are received.

Aircrews will report wheels up and wheels down times to Comm as soon as possible and Comm will immediately pass this information to Air Ops.

Pilots with incomplete aircrews should notify Air Ops when submitting the CAPF 104, so that available aircrew qualified personnel can be assigned to fill crew vacancies.

Air Ops will maintain aircrew/aircraft status information and tracking of mission flights. Coordination with Incident Commander will be effected to assure timely passing of information. Aircraft will report "wheels up" and "wheels down" times to Comm, along with Lat Long (IE 4216/8112) at top and bottom of the hour, AOS and "Target Located."

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**S. Mission Planning /Intelligence**

Planning & Intel will be handled by the Planning Section Chief. Planning also changes the Incident Action Plan (IAP) AFTER consulting with the IC. Ops should pass any pertinent info directly to the IC, but will not be too involved with the Planning aspect.

Scenario inputs will be provided to the Planning Officer on a periodic basis by the Control Group Leader. This information may result from preprogrammed inputs, simulated requests for information from (exercise) outside agencies, or information uncovered during debriefing.

**T. Flight operations safety considerations**

Flight operations shall consider the impact of heat and Density Altitude on aircraft weight/balance, aircraft operation.

Flight operations will be accomplished IAW CAPR 60-1, OHWG Supplement 1 to CAPR 60-1 and CAPR 60-3. Air Ops will coordinate with the Mission staff to assure that critical mission/safety information is briefed to aircrews.

**5. GROUND OPERATIONS**

**U. Mission briefing/debriefing**

Task assignment and requirements will be covered in the mission briefing. Team briefings will be done by the Branch Director. Team debriefings will be conducted by the Planning Section using CAPF 104 and CAPF 109. Branch Directors will coordinate with the Mission staff to assure that critical mission/safety information is briefed to teams. All debriefing reports will be relayed to the Incident Commander and Operations Director by the Planning Section.

**V. Ground team management procedures**

Ground Teams will report to Ground Ops with CAPF 109 filled out with team information. Whenever possible, Ground Ops will assign sorties in the sequence the CAPF 109's are received. Team Leaders with incomplete teams should notify Ground Ops when submitting the CAPF 109, so that available ground team qualified personnel can be assigned to fill vacancies.

Ground Ops will maintain team/vehicle status information and tracking of mission assignments. Coordination with the Operations Section Chief will be effected to assure timely passing of information.

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**W. Ground operations safety considerations**

Ground Teams will report time of leaving base and time of arrival back on base, to Comm.

Ground operations shall consider the impact of the heat environment on team mobility and safety.

Both aircraft and GTs should report Acquisition Of Signal (AOS) when ELT is first heard along with Lat/Long.

Ground operations will be accomplished IAW CAPR 60-3. Ground Ops will coordinate with the Mission staff to assure that critical mission/safety information is briefed to teams.

**6. CADET PARTICIPATION**

**X. Cadet utilization**

Cadets will be utilized in this training event to the greatest extent allowable by the Regs.

**Y. Cadet supervision**

Commanders unable to provide senior supervision for their cadets will prearrange alternate supervision via sister units. Commanders must provide or prearrange senior supervision for any cadets attending the mission.

**Z. Cadet support**

To be resolved by the Incident Commander/Staff.

**7. SAFETY**

Mission operations will be accomplished IAW CAPR 62-1. Air/Ground Ops will coordinate with the Mission staff to assure that critical mission/safety information is briefed to aircrews/ground teams. Risk management matrix techniques shall be used by all personnel to evaluate and control operational risks. CAPF 26 shall be utilized to report hazards/hazard elimination.

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**8. UNIFORM REQUIREMENTS**

**AA. Uniform Requirements**

All Personnel:

CAP grooming standards and uniform requirements must be observed by all CAP personnel participating in the mission.

Mission Staff:

Acceptable CAP or USAF style uniform for the job you are assigned..

Aircrews:

Appropriate Flight uniform for personnel assigned flight duties.

Ground Teams:

Appropriate Field uniform for personnel assigned field duties.

**9. ADMINISTRATION**

**BB. Sign-in location and procedures**

Because of new CAP/USAF requirements, ALL vehicles going to and from mission base must be on a CAPF 109 and in WMIRS. After you return home, after the mission, you must:

1. Call the person designated to tell them you have arrived home safely.
2. Give your ending mileage, TOTAL MILES, and cost of fuel to that person, otherwise you will NOT receive any reimbursement.

Air Ops & Ground Ops WILL advise IC when all crews have reported home.

**CC. Credential verification procedures**

All personnel participating in the mission will have the following items in their possession:

A current membership card

A valid CAPF 101 and SQTR Cards as appropriate

Two (completed) copies of CAPF 60, dated DEC 03 (Emergency Notification)

Pilots:

All pilots will have a valid (original) FAA pilot certificate and current medical in their possession.

Mission and transport pilots must be listed on current OH Wing roster.

See Section 4M of this Oplan

Observers/Scanners:

CAPF 101 and SQTR with PROPER ENDORSEMENTS!!!

Ground Teams:

CAPF 101 and SQTR with PROPER ENDORSEMENTS!!!

Personnel driving CAP vehicles must have current state and CAP driver's license.

Other Documents (ROA, Counter Narcotics, etc.) as required for mission activity.

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**DD. Resource listing**

OH Wing Checklists/reporting forms will be used to report available mission resources to the Incident Commander.

**EE. Forms/documents**

Blank Forms/Documents shall be supplied via the Mission Kit.  
Aircrews/Ground teams should carry a minimal supply of applicable forms CAPF 104/109 to facilitate mission assignment.

**10. LOGISTICS**

**FF. Aircraft/Vehicle support**

**1. Aircraft support**

Each Corporate Aircraft will be refueled on the corporate credit card for that aircraft. A CAPF 108 may be filed for reimbursement. Each aircraft will have a CAPF 108 prepared and signed by the pilot at the beginning of the mission. Hours will be tracked by the Finance Officer and posted on the 108's. At the end of the day the pilot will confirm the hours with the Finance officer. Home bound time and dollar amount of fuel and oil will be phoned or emailed into the Finance officer before 2200hrs that mission day.

CAP aircraft carry the Multi-Serv Card.

Aircraft Fuel/oil:	80, 100/100LL, Jet
Aircraft Maintenance	Major airframe/power plant repairs

**2. Vehicle support**

Ground Team Vehicles will be refueled at member's expense (a CAPF 108 may be filed for reimbursement.) Mileage and dollar amount of fuel and oil will be reported to the GOBD when the last member gets home.

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**GG. Billeting**

**1. On Site**

No indoor overnight facilities. Restrooms are available in the terminal building.  
No onsite camping site is available!

**2. Off Site**

(Several Motels Available )

Knights Inn: Trimble/Rt 30 Phone (419) 529-2100.

Comfort Inn: Trimble/Rt 30 Phone (800) 918-9189.

Comfort Inn: I71/Rt 13 Phone (800) 228-5150.

**HH. Messing**

**1. On Site:**

Restaurant on Airport next to terminal building.

**2. Off Site**

Many restaurant choices vicinity of Rt 42/Rt 30 and Rt 30/Trimble Road (10 min drive).

**II. Medical**

Mansfield Lahm Airport:  
Mansfield General Hospital  
335 Glessner Ave.  
Phone (429) 526-8000

**11. OTHER AGENCY INVOLVEMENT**

**JJ. Other Agency Involvement**

Local Agencies invited by Incident Commander to participate in mission or visit/tour mission base. TBD

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## **12. PUBLIC AFFAIRS**

### **KK. Approval for Non-CAP passengers to fly on CAP aircraft**

Requests for non-CAP passengers in CAP aircraft must be submitted in writing to the National Operations Center (NOC) and Ohio Wing Commander (as appropriate) at least 5 business days prior to the flight. The pilot must be Commercial Pilot rated. Supply the name and SSN of the individual and the reason for his/her being required as a passenger aboard a CAP aircraft. A CAP Form 9 (Release for Non-CAP Members) for approved passengers prior to the flight.

## **13. CONTINGENCIES**

### **LL. Disaster or REDCAP**

The exercise may be suspended or terminated, and CAP resources reassigned, only at the direction of the IC, Wing ESO, Wing CV, or WG/CC, otherwise, exercises are expected to continue as planned.

### **MM. Adverse weather**

The Incident Commander shall monitor weather forecasts as the exercise approaches, to allow a cancellation decision no later than 1400 hrs local on the day the exercise begins (usually Friday.) Should the exercise be canceled/rescheduled, he/she will immediately notify the SD, WG/CC, and the OH Wing Email system. In the event that the information cannot be posted on the Ohio Wing Email System, all Group Commanders will be individually notified by Email.

Cancellation information will be posted on the OH Wing Email system by 1300hrs (local) each day for the following day.

During the exercise, Air Operations will monitor weather conditions between the flying areas and the mission base, and between the exercise location and participants' redeployment airports to allow for timely mission recall aircraft and terminate the mission.

### **NN. Mishaps**

In the event of a reportable mishap, the Incident Commander will ensure all reporting actions are taken, including briefing all participants to refrain from speculating to the media regarding the mishap. The Incident Commander will determine the impact of the mishap on continued conduct of the exercise.

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**14. COMMUNICATIONS PLAN**

**OO. Communications**

**Staff Coordination**

Communications requirements for the mission base and the mission will be coordinated through the Staff Officers listed below. Communications requirements for the OH Wing EOC shall be defined and coordinated via OH Wing Staff so as to be in place for the mission.

Incident Commander: TBD

OH Wing Director of Communications: LTC Ron Bricker:

Mission Base Commander: LtCol Ray Applegate

Mission Base Communications Officer: TBD

**Mission Base Communications**

Mission Base Callsigns:

CAP/Voice: Mansfield Mission Base

SAR Radio: Mansfield CAP Mission Base

Mission Base Phone for Friday and Saturday only

Cellular: TBD

Mission Base Phone: (440) 284-2606

Mansfield Airport FBO: (419) 524-4261 (Richland Aviation):

NOTE: Use for emergency only.

CAP/VHF Frequencies:

Channel 1: Simplex

Channel 2: Simplex2

Channel 3: Ground/Ground Tactical

Channel 4: Air/Ground and Air/Air Tactical

Repeater:

- Lafayette Repeater
- Columbus Repeater

Aircraft: Channel 1: Simplex

Aircraft Radio: 122.9 MHz

CAP/HF Frequencies:

Primary: Contact DOC

Secondary: Contact DOC

Aircraft Actual SAR Frequency: 123.1 MHz (Actual Missions only.)

USCG Frequency: Initial Contact/emergency 156.8 MHz

Switch to station's normal channel on request.

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**15. COMMUNICATIONS PLAN DETAILS**

**PP. Procedures**

1. Utilize the Lafayette Repeater for all search area communications with ground units. Alternates are Columbus Repeater
2. Aircraft will contact base on Channel 1 or 122.9 MHz (if the base has an aircraft radio).
3. Air-ground coordination will be conducted on Channel 1 or Channel 2. NOTE: Aircraft utilize tone.
4. Maintain a communications status board listing information on all radio stations participating in the mission.
5. Log all communications with aircraft and field units in the radio station log (CAPF 110). Log all formal messages on ICSF 213, General Message Form.
6. The Communications Unit Leader shall periodically check with the Logistics Section Chief, Air Operations and Ground Operations for communications needs and provide status reports on air and ground units.
7. The Communications Officer will provide information on frequencies, call signs, and other specifics at the initial mission briefing, on ICSF 205 Radio Communications Plan.
8. Provide "wheels up" and "wheels down" times to Air Operations by monitoring the CTAF, SAR frequency and CAP VHF-FM.
9. Conduct a safety inspection of the communication center.
10. Mission base communications will be conducted on Channel 2 or ISR, unless otherwise briefed.
11. Check-in times for Ground teams will be 15 and 45 minutes past the hour.
12. Check-in times for Aircraft will be on the hour and half hour (00 and 30.)

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**16. EQUIPMENT REQUIREMENTS**

**QQ. Mission base**

CAP VHF-FM radios/antennas  
Aircraft SAR radio/antenna  
CAP-HF radio/antenna  
Power supplies (primary and emergency) as needed  
Cellular Phones (if utilized)  
Safety equipment per CAPR 100-1 (Fire extinguishers, first aid kit, etc.)  
Backup equipment for VHF-FM at a minimum

**RR. Aircraft**

CAP corporate aircraft have capability to communicate on either SAR (122.9 MHz) or CAP VHF-FM frequencies. A/C also have ELT direction finding equipment.

Aircraft may communicate with US Coast Guard as required (per Ohio Wing Emergency Communications Plan).

Use Marine Channel 16 (156.8 MHz) for initial contact/emergency only.

Switch to station normal operating channel on request.

**SS. Ground Sorties**

Ground teams will maintain communications with the mission base via CAP VHF-FM or HF frequencies.

Teams will also utilize ELT direction finding equipment. Cellular phones may be used if available.

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**TT For all mission participants**

Remember, Senior Members **MUST** have completed Level I and Cadet Protection and Cadets must have their first achievement to get a CAPF101 with GES on it. Also all members must have completed the current CAPT 116 *General Emergency Services Questionnaire* and CAPT 117s for appropriate areas!

**2-3. Specialty Rating Requirements and Performance Standards.** For each specialty rating, standards have been developed to train and qualify members in stages. 2-3. Specialty Rating Requirements and Performance Standards. The most current versions of the task guides for all specialties are found at the National HQ Operations website. Prerequisites must be completed prior to initiating training requirements. Once trainees have met the prerequisites, they will be required to complete familiarization and preparatory training for the specialty before serving in that position on actual or training missions under supervision. Familiarization and preparatory training is the minimum set of tasks that the member must master prior to acting as a supervised trainee on practice or actual missions. These tasks represent those skills that will keep the member safe and allow the member to function under supervision without jeopardizing the mission. This requirement avoids placing personnel not ready to perform certain jobs or those who work for them at risk. Once familiarization and preparatory training is completed, trainees must complete advanced training and participate satisfactorily in two missions before a CAPF 101 is approved and a member is considered "Qualified." Advanced training covers the remainder of the tasks required for specialty qualification. On actual missions, it is expected that these tasks could be accomplished by the trainee's supervisor or other fully trained members if they became critical. Because of this, trainees are allowed to learn these "on the job." These two "missions" do not have to be on different mission numbers, be Air Force assigned or approved, or be completed after advanced training. These sorties must be complete sorties and/or operating periods where the member participates in all aspects of their assigned mission specialty. It is possible to participate in more than one specialty on a given mission or day. , Note: All personnel will conduct training using the standardized National task guides. Recommended changes to task guides for all specialties will be submitted through the chain of command to the Region Commander. If the Region Commander concurs with the proposed change, he/she will forward the recommendation to NHQ CAPJDO. NHQ will forward the recommendation to all Region Commanders for their consideration. Proposals that are approved by a majority of the Region Commanders will be incorporated into the standardized National task guides.

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