

## Flying

### CAP FLIGHT MANAGEMENT

This regulation supplement prescribes additional procedures in effect for all Wisconsin Wing CAP units. Full understanding of this supplement may only be obtained by reading it in conjunction with the related paragraphs of CAPR 60-1 and any interim letter changes. This supplement is in accordance with CAPR 60-1, 1-3.

CAPR 60-1, 10 June 2004, is supplemented as follows:

#### 2-2. Authorized Air Fields.

##### c. USAF and Other Military Airfields.

Any CAP corporate aircraft may utilize the following military installations for official purposes while on specifically authorized CAP missions. Member-owned/ furnished aircraft require 45 days advance notice coordinated through the State Director and must provide proof of insurance. Both CAP corporate and member-owned/furnished aircraft must obtain a **Prior Permission Required (PPR) Number** from the appropriate facility and use the following procedures:

##### (3) Volk Field (ANG).

The pilot in command of the aircraft must contact the Base Operations office, (608) 427-1205, to obtain a PPR number 24 to 48 hours in advance. An FAA VFR or IFR Flight Plan must be filed and activated for all arrivals and departures. The "Remarks" section of the flight plan should include your PPR number. **App Con-135.25 Twr-127.5 Gnd Con-121.9 Hardwood Range-132.025 DME Only-110.4.**

##### (4) General Mitchell Int'l. Milwaukee, WI.

##### (a.) 128th Air Refueling Wing (ANG).

The pilot in command of the aircraft must contact the Operations Control Center, (414) 747-4475, to obtain a PPR number 24 to 48 hours in advance. Approximately 20 minutes before entering the ramp, contact **Upset** (Ops Control Center) on 139.5 to advise ETA. Consult the FAA Airport Facility Directory for other appropriate frequencies.

##### (b.) 440th Tactical Airlift Wing.

##### (5) Dane Co. Regional-Truax Field, Madison, WI.

##### (a.) 128th Tactical Fighter Wing (ANG).

The pilot in command of the aircraft must contact the Operations Control Center, (608) 245-4506, to obtain a PPR number 24 to 48 hours in advance. Approximately 20 minutes before entering the ramp, contact **Air National Guard Ops** on 138.25 to advise ETA. Consult the FAA Airport Facility Directory for other appropriate frequencies.

**(6) Sparta-Fort McCoy, Sparta, WI.**

The Sparta-Fort McCoy airport is a joint civilian/ military use airport. No PPR number is required for operations to or from this airport. The Fort McCoy control tower is a seasonal, part-time tower. When the tower is open, the pilot can contact them, after landing, for permission to taxi and park at the military operations center ramp. If the tower is closed, use the civilian ramp.

**2-5. Geographical Limits for Flights of CAP Aircraft.**

(b.) Wisconsin wing corporate or member-owned/furnished aircraft (properly released as a CAP flight) are authorized to fly up to 100 nautical miles into adjoining wings, excluding flights over Lake Michigan. Any flights over Lake Michigan or beyond 100 nautical miles of the state border require direct approval from the Wing Commander.

**2-7. Operations Monthly Activity Report.** Each squadron with an assigned corporate aircraft shall report all aircraft flying time totals by mission symbol to the Flight Operations Officer using the WMU Aircraft Manager On-line Reporting System no later than the 10<sup>th</sup> of each month.

**2-8. Pilot Records.**

(a.) Copies of all appropriate forms for a completed check flight for check pilots will be forwarded to WIDOV. Any unit with CAP pilots shall maintain current pilot information in the M.I.M.S. Pilot Data system in E-Services. If a CAP pilot is not listed on the "CAP Airplane Pilot" report, the pilot shall not request a flight release for any CAP flight activity. This report is available in E-Services.

(b.) Check pilots and Cadet Orientation Pilots are authorized to serve in their respected capacity as long as the M.I.M.S. Pilot Data system shows them current and they are listed on the monthly authorization list. This list is posted each month, NLT than the 1<sup>st</sup> of the month, on the wing website.

(c.) Check pilots administering a CAPF 5 or CAPF 91 check ride must hold at least a FAA 3<sup>rd</sup> Class Medical Certificate.

**2-11. Suspension of CAP Flying Privileges.**

(a.) The authority to suspend extends to the person in charge, i.e., Incident Commander, Project Officer, etc., of any CAP activity. All pilots participating in the activity as PIC come under the jurisdiction of that person. Such a suspension applies only to that activity. The person in charge of the CAP activity will then notify the PIC's unit commander and submit a written report to the unit commander and wing Stan/Eval officer within 10 days for appropriate follow-up action. The authority to suspend extends to the Wing Director of Operations, Director of Flight Operations, Standardization/Evaluation Officer, and Chief Check Pilots.

**4-6. Flight Release Officer Responsibilities and Procedures.**

(b.) No CAP pilot will be flight released for any CAP flight activity unless the pilot is listed on the "CAP Airplane Pilot" report, generated from the M.I.M.S. Pilot Data system on E-Services.

(c.) A copy of the previous month's CAPF 99 shall be forwarded to the Wisconsin Wing State Director by the 5<sup>th</sup> of each month.

**4-9. Flight Release: Commanders' and Pilots' Responsibilities.**

(b. 3) If a CAP pilot is not listed on the "CAP Airplane Pilot" report, the pilot shall not request a flight release for any CAP flight activity. This report is available in E-Services.

Donald J. Haffner, COL, CAP  
Commander

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Summary of Changes

Modified 2.3 (a.) to reference M.I.M.S. instead of the WMU

Added 2.3 (b.)

Added 2.3 (c.)

Modified 4.6 (b.) to reference M.I.M.S. instead of the WMU

Modified 4.9 (b. 3) to reference M.I.M.S. instead of the WMU