



# **AFROTC / AFJROTC Flight Orientation Program 1 Oct 23 – 30 Sep 24**

RON OLIENYK  
CAP Director of Operations

DAVID J. REICHERT, GS-13, USAF  
CAP-USAF Director of Training

DANIEL C. WILLIS, Lt Col, USAF  
AFROTC Director of Operations

JOHNNY R. MCGONIGAL, Col, USAF  
AFJROTC Director

## Table of Contents:

<b><u>Number</u></b>		<b><u>Page</u></b>
1.	General	2
2.	Application	2
3.	Flight Operations	3
4.	Administration	3
5.	Communications	3
6.	Cadet Participation	3
7.	Safety	4
8.	Staff Requirements	4
9.	Uniform Requirements	4
10.	Facilities	4
11.	Logistics	4
12.	Military Support Requirements	4
13.	Public Affairs	4
14.	Contingencies & Emergency Services Missions	4
15.	Finance	5

### **1. General**

#### a. AFROTC/AFJROTC Orientation Rides

This plan provides the general administrative and operational guidelines for Air Force Reserve Officer Training Corps (AFROTC) and Air Force Junior Reserve Officer Training Corps (AFJROTC) orientation flights assigned by the Air Force to Civil Air Patrol (CAP) during FY24. Support will be provided to AFROTC/AFJROTC on a reimbursable basis pursuant to 10 U.S.C. §9444 under the Air Force - CAP Cooperative Agreement, subject to funding availability. AFROTC and AFJROTC funding will be provided to CAP separately and will be accounted for separately. While this plan provides general guidance on the administration and operation of the orientation flight activities for AFROTC/AFJROTC, the mission is at all times subject to and governed by applicable federal laws, Air Force/DoD regulations and CAP regulations. Note: This Ops Plan also covers participation of any Space Force ROTC/JROTC units under the operational control of AFROTC/AFJROTC.

#### b. Incident Command Post

N/A

#### c. Primary dates & times

As determined by individual AFROTC and AFJROTC Detachments/Units

- d. Alternate dates  
N/A
- e. NHQ funding  
This mission is funded by the annual CAP O&M budget. If CAP exhausts programmed funding for Orientation Rides, the CAP/DO will reach out to AFROTC and AFJROTC POCs to secure more funding via MIPR, if available.
- f. Mission Symbol  
A6 (AFROTC)  
A8 (AFJROTC)
- g. Project Officer/Incident Commander

CAP Director of Operations:  
Mr. Ron Olienyk  
Email: [rolienyk@capnhq.gov](mailto:rolienyk@capnhq.gov)  
Phone: 334-953-9105 (Office)

- h. Other Contacts

David Reichert, CAP-USAF Director of Training, [david.reichert.1@us.af.mil](mailto:david.reichert.1@us.af.mil)  
CAP National HQ Ops Center, [opscenter@capnhq.gov](mailto:opscenter@capnhq.gov), 888-211-1812, 334-953-5000

## 2. Application

- a. Qualification requirements

CAP AFROTC/AFJROTC Cadet Orientation Pilots will be qualified and selected in accordance with the same criteria outlined in CAP regulations. CAP Wing Commanders must ensure that all pilots supporting the AFROTC/AFJROTC Flight Orientation Program (FOP) realize that SAFETY IS THE NUMBER ONE PRIORITY.

- b. Event capacity

As determined by each CAP Wing.

- c. Event enrollment procedures

AFROTC and AFJROTC units will contact their local CAP Wing Director of Operations to schedule flight times. A contact list for the CAP Wing's Directors of Operations is provided separately. The CAP National HQ (above) can provide current contact information for all CAP wings.

## 3. Flight Operations

- a. Aircrew Requirements:

CAP AFROTC/AFJROTC Cadet Orientation Pilots will be qualified and selected in accordance with the same criteria outlined in CAP regulations. CAP Wing Commanders must ensure that all pilots supporting the AFROTC/AFJROTC FOP understand that safety is the number one priority.

- b. Flight Operations

Cadet flights should be tailored to the participating cadet's interests and abilities to maximize learning and aviation exposure. Flight profiles will be developed from any combination of the CAP Cadet Orientation Flight Syllabus, CAPP 60-40.

c. **Mission-Specific Requirements**

CAP-USAF reviews all CAP OPLANs on a yearly basis. This OPLAN expires on 30 September 2024. Subsequent OPLANs will be approved annually. OPLANs shall be signed prior to 1 October each year to prevent interruption to CAP support.

**4. Administration**

- a. The AFROTC/AFJROTC Flight Orientation Program is open to all AFROTC and AFJROTC cadets except cadets with a Federal Aviation Administration (FAA) Private Pilot Certificate or higher. Cadets holding student certificates are eligible for the FOP; it is the responsibility of AFROTC/AFJROTC to determine that cadets are eligible.
- b. AFJROTC cadets are required to fill out an AFJROTC parental consent form provided by their unit (in lieu of the CAP Form 70-9) prior to participating in the Cadet FOP. Since participation in the Cadet Orientation Flight program is considered a school activity, the AFJROTC SASI will comply with school guidance on reporting student injuries. The Air Force does not provide medical care or insurance coverage for any accident or injury that may result from the voluntary participation in this program.
- c. Cadets in the FOP are authorized to receive a maximum of four front seat flights and unlimited rear seat (observer) flights in powered aircraft, four glider flights and five balloon flights during the cadet's academic career. The time for each flight should average approximately 0.7-1.2 hours. The CAP pilot will determine the number of cadets that can be safely flown per sortie taking into account aircraft design, weight limits, performance limitations and center of gravity restrictions.
- d. For AFROTC cadets who are minors, a parental consent form will be required to be signed prior to each orientation flight (in lieu of the CAPF 70-9) and is the responsibility of the AFROTC detachment.

**5. Communications**

N/A

**6. Cadet Participation**

No CAP cadets will participate in this mission.

**7. Safety**

- a. Mission operations will be accomplished IAW Civil Air Patrol Regulation (CAPR) 70-1, *CAP Flight Management*, CAPR 160-1, *Civil Air Patrol Safety Program*, and mission checklists.
- b. In case of a mishap, CAP will identify a qualified CAP Mission Safety Officer to oversee operations and interact with crews as necessary to ensure proper conduct and safety of operations IAW CAPR 160-2, *Safety Reporting and Review*.
- c. All personnel will use risk management matrix techniques to evaluate and mitigate operational risks. CAP will update risk management scores based on any significant changes during mission execution and will forward the scores to the appropriated flight release officer for approval and re-release, if necessary.
- d. In the event of an emergency, all personnel will use 911.

- e. If any AFROTC cadets are injured during their participation in flight activities under this FOP, claims for medical care and/or injury should be processed IAW the Federal Employees Compensation Act (FECA) 5 USC § 8140. See also 10 USC § 2110. Cadets should contact their detachment for guidance on how to submit a claim.

**8. Staff Requirements**

N/A

**9. Uniform Requirements**

- a. All CAP pilots must be in an authorized and complete CAP uniform worn in accordance with CAP regulations. Each member's role should dictate the appropriate uniform. Mission Staff may be in a service or utility uniform depending on the level of contact expected with external participants or media.
- b. AFROTC and AFJROTC uniforms for flight are at the discretion of the AFROTC Detachment or the AFJROTC unit.

**10. Facilities**

N/A

**11. Logistics**

N/A

**12. Military Support Requirements**

N/A

**13. Public Affairs**

N/A

**14. Contingencies & Emergency Services Missions**

N/A

**15. Finance**

CAP receives money from its annual appropriation to fund both AFROTC and AFJROTC orientation rides. Should CAP fully execute its programmed funding, the CAP/DO will request additional money for the remainder of the fiscal year. The decision to continue the AFROTC/AFJROTC flight orientation program beyond this point lies with AFROTC/AFJROTC.

If AFROTC/AFJROTC decides to continue the program, they will reimburse CAP for the front seat flight hours and ferry time required to support the mission. AFROTC and AFJROTC agree to reimburse CAP based on dry hourly rates and type of aircraft that have been pre-approved by CAP-USAF. Additionally, AFROTC and AFJROTC will reimburse CAP for actual expenses for fuel, oil, and lubricants (receipts required).

To maximize orientation flying hours, CAP wings should fly in the least expensive category aircraft feasible. Except for gliders, two-seat aircraft do not fit the program profile and will not be used. Available funds will be managed by the CAP/DO and will be distributed on a first come first serve basis until depleted

