



HQ, Alabama Wing  
Civil Air Patrol  
USAF Auxiliary  
105 South Hansell St.  
Maxwell AFB,  
Alabama 36112  
14 October 2023

## **Operation Order SER-AL-24-3(AIRCRAFT RELOCATION/REASSIGNMENT)**

### **References:**

- A. CAP Regulation (CAPR) 70-1, Civil Air Patrol Flight Management, 1 October 2020,  
[https://www.gocivilairpatrol.com/media/cms/R\\_070001\\_C72108C0E2F06.pdf](https://www.gocivilairpatrol.com/media/cms/R_070001_C72108C0E2F06.pdf)
- B. CAP Standard 71-4, AFAM-approved Proficiency Flight Profiles, 8 August 2022,  
[https://www.gocivilairpatrol.com/media/cms/S\\_071004\\_71B0948A1DC2E.pdf](https://www.gocivilairpatrol.com/media/cms/S_071004_71B0948A1DC2E.pdf)
- C. CAP Standard 72-2, Mission Symbols, 8 November 2021,  
[https://www.gocivilairpatrol.com/media/cms/S\\_072002\\_0C903A92F129D.pdf](https://www.gocivilairpatrol.com/media/cms/S_072002_0C903A92F129D.pdf)
- D. CAPR 174-1, Property Management and Accountability, with ICL 23-02, 14 September 2023,  
[https://www.gocivilairpatrol.com/media/cms/ICL\\_2302\\_incorporated\\_to\\_CAPR\\_1741\\_2c70a4188e78f.pdf](https://www.gocivilairpatrol.com/media/cms/ICL_2302_incorporated_to_CAPR_1741_2c70a4188e78f.pdf)

### **Time Zone Used – Central Daylight Time (CDT) Local**

**Task Organization:** Participating personnel and equipment are under the operational control of their parent unit commander (Administrative Control ADCON).

### **I. SITUATION.**

- A. ALWG currently experiences limited availability of operational corporate aircraft within the ALWG fleet.
  - 1. To maximize pilot access and aircraft utilization, under this directive, group commanders are granted flexible authority to relocate and transfer property responsibility of assigned aircraft among subordinate units.

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2. Under this plan, seven units will be supported by three aircraft. (**Group I** – AL-055, Huntsville Senior; **Group II** – AL-029, Dothan Composite; AL-032, Maxwell Composite, AL-137, Coosa River Flight; **Group III** – AL-090 117<sup>th</sup> ANG Composite; AL-132 Central Alabama Senior, AL-118 Pell City Senior).
3. There is no specific funded mission available to support the relocation of aircraft among units.

B. Weather. <https://www.aviationweather.gov>

C. Light Data. <https://www.usno.navy.mil/USNO/astronomical-applications/data-services/data-services>

**II. MISSION.** Under the delegated authority of the ALWG Commander, subordinate group commanders are granted flexible authority as identified in this order to relocate/reassign aircraft within the respective group.

### **III. EXECUTION.**

- A. Commander's Intent. Constrained availability of corporate aircraft requires that subordinate commanders manage the assignment of aircraft to subordinate units with the goal of maximizing availability to our pilots and achieving National aircraft utilization standards (16 hours monthly). The increased frequency of relocating aircraft poses an increased risk for the loss of property accountability and negative consequences on aircraft inspection and maintenance controls. I expect subordinate CCs will strive to minimize these possible negative impacts.
- B. Concept of Operations. To minimize the impact of relocations on the ALWG operational budget. Unit CCs will make use of the following priority funded activities in conjunction with the relocation of aircraft:
  1. A12 Proficiency Flights. To qualify for Air Force Assigned Mission (AFAM) status, proficiency training flights must be flown IAW the profiles contained in references A and B. Close attention must be paid to the prerequisites section at the beginning of each profile. Pilots must be CAP-qualified as described in the profile. Only flights flown in accordance with both the profile prerequisites and content guidance qualify for AFAM status. Reference B provides maximum sortie duration permissible with specific flight profiles.
  2. A5 AF Training and Evaluation Missions – Planning can be as simple as flying a search pattern enroute to the destination airfield. CAPF 104 will be used to plan, brief, and debrief the sortie. The inclusion of a MO and MS to maximize the concurrent training opportunity is encouraged.

3. C-99 Other Missions Specifically Approved by National/Region/Wing Commander. – As this mission depletes meager ALWG operational funds, it is to be considered a last resort option. Use of the funds requires the prior authorization of the ALWG CC or his designated authority, the DO.
- C. Orders to Subordinate Elements.
1. Director of Operations (DO). Assume lead staff element responsible for oversight of execution of this mission.
  2. Group CCs. Will inform the ALWG DO of the intent to relocate assigned aircraft among units prior to movement.
- D. Coordinating Instructions. All ALWG aircraft transfers will have the following actions completed on the day of transfer:
1. Transferring Unit. Will ensure:
    - a. Ensure the aircraft interior and exterior has been cleaned.
    - b. Inventory and complete "fly away gear" (i.e. inlet covers, pitot tube cover, first aid kit, AIF, MX logbooks). The Transferring unit is responsible for the replacement of any missing items.
    - c. MX to ensure all current AMRAD PMC discrepancies have been updated prior to transfer.
  2. Receiving Unit. Will ensure:
    - a. Inspect that the aircraft interior and exterior is clean.
    - b. Inventory and completeness of "fly away gear" (i.e. inlet covers, pitot tube cover, first aid kit, AIF, MX logbooks).
    - c. CC or designated representative will complete CAPF 71, CAP Aircraft Inspection Checklist and assure the form is uploaded to the WMIRS sortie file with a copy provided the transferring unit CC. Once the CAPF 71 is signed by the receiving unit CC or representative, the gaining unit is fully responsible for the aircraft.
    - d. IAW reference D, record and manage the receipt issue, storage of assigned aircraft.
    - e. Receiving Unit CCs may elect to not receive the aircraft if the aforementioned items in Para III, D, 1 are not addressed by the transferring unit. Receiving unit CCs will report the nature of the delay in transfer to their higher Group CC for action.

#### **IV. SERVICE SUPPORT.**

- A. Administration and Personnel:

1. All participants will be active CAP members with valid ID card in their possession. All members must have completed General Emergency Services and Basic ORM training and have those qualifications reflected in eServices.
2. Wear of duty appropriate uniforms IAW CAPR 39-1 is required of all mission participants. CAP identification card and CAPF 101, CAP Specialty Qualification Card, will be carried on person.
3. Use of WMIRS for mission record keeping is mandatory.

B. Logistics.

1. CAPF 37, Temporary Issue Receipt will be completed for the immediate transfer of the aircraft between units. Property issuance will be entered into ORMS within 7 days.
2. Petroleum, Oil, and Lubricants (POL).
  - a. A12 Proficiency Missions - Corporate aircraft will obtain POL products through Fixed Base Operators. Payment will be made using the National Credit Card.
  - b. A5 Local SAREX Missions - Corporate aircraft will obtain POL products through Fixed Base Operators. Payment will be made using the National Credit Card.
  - c. ALWG Miscellaneous Missions - Corporate aircraft will obtain POL products through Fixed Base Operators. Payment will be made using the ALWG Credit Card.
  - d. Addendum, and associated receipts will be uploaded to the WMIRS sortie within 24 hours of purchase. The upload will be a one-page PDF document with the fuel form and receipts side by side.
3. Maintenance. Participating elements will coordinate with the ALWG Maintenance Officer for unscheduled maintenance requirements.

**V. COMMAND & SIGNAL**

A. Mission Symbol/Number:

1. A-12, 24-T-3185
2. A-5, 24-T-3649
3. C-TBD, AL-MISC

B. Safety.

1. Only members of CAP may operate CAP vehicles. All personnel operating vehicles will have a valid CAP and state driver's license and will operate all vehicles in accordance with applicable state and local laws.
2. Unit CCs assure the completion of a CAPF 16 (ORM) prior to commencing relocations.

Signed

ALTIERI  
Col, Director for Operations  
FOR THE COMMADER

OFFICIAL:

BABBITT  
Assistant Operations Officer (PLANS)

DISTRIBUTION:  
ALWG Electronic Distribution List