



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

Operation Order SER-AL-24- 4 (FY24 PILOT FLIGHT CLINICS)

References:

- A. CAP Standard S72-5, Aircrew Evaluation, dated Sep 20
https://www.gocivilairpatrol.com/media/cms/S_072005_C0074E1A533EB.pdf
https://www.gocivilairpatrol.com/media/cms/S_072004_Aircraft_Information_File_BFEF6EC0763E1.pdf
- B. CAP Standard S72-6, Aircrew Evaluation Criteria, dated Aug 20.
https://www.gocivilairpatrol.com/media/cms/S_072006_1A52ED12C85D4.pdf
- C. CAP Standard S71-7, Pilot Flight Clinics, dated 1 Oct 20.
https://www.gocivilairpatrol.com/media/cms/S_071007_485039A548F00.pdf

Time Zone Used – Central Daylight Time (CDT) Local

Task Organization: ADCON

- I. **SITUATION.** ALWG's FY24 pilot flight clinics are intended to address recognized weaknesses associated with ALWG flight operations, promote pilot proficiency, and enhance flight safety. Previously identified shortcomings included maneuvering flight aerodynamics, Aircraft Flight File maintenance, and aircraft inspection procedures.
- II. **MISSION.** As authorized by the ALWG CC, and IAW with CAPS 71-7, Flight Clinics, subordinate units in FY24 will schedule, coordinate, and execute pilot flight clinics to address identified weaknesses in ALWG flight operations. Training will take place at multiple locations (in resident and virtual) and times within Alabama as designated by the sponsoring unit(s).
- III. **EXECUTION.**

- A. Commander's Intent. Among volunteer emergency service organizations, CAP is set apart as unique because of its fleet of fixed wing aircraft and trained volunteer

pilots and aircrew. Maintaining the proficiency of our pilots to execute flight maneuvers precisely and safely during an emergency service mission is vital to maintaining the credibility of our organization in the eyes of the U.S. Air Force and our external partners. I strongly encourage pilots to take full advantage of these funded flight hours to maintain and enhance their airmanship associated with executing CAP's triad of important missions.

Decentralizing sponsorship of ALWG flight clinics and providing for in resident or virtual options for ground instruction supports my Annual Training Guidance and eases the travel burden imposed on our volunteer members to gain the benefits associated with attendance and participation in a flight clinic.

- B. Concept of Operation. As a minimum flight clinics will include a structured ground instruction component and dual airborne instruction:
1. Ground Instruction both in resident and virtual will include instruction in each of the following areas:
 - a. Flight Rules and Regulations
 - b. Flight procedures.
 - c. Flight operations.
 - d. Risk management.

Reference C provides specific subjects for each general area.

2. Flight Instruction.
 - a. The Flight Phase is the comprehensive airmanship portion of the training that requires the accomplishment of the in-flight maneuvers necessary to operate an aircraft safely. Flights should be limited to approximately 1 hour to accommodate as many participants as possible.
 - b. Funded proficiency flights must be flown as "dual" or "instructional" flying. No "solo" sorties are authorized.
 - c. Flights may be flown in accordance with CAPS 71-4, AFAM-approved Proficiency Flight Profiles, or the activity director may develop unique profiles to meet specific flight clinic objectives.
3. Virtual Option. Verified participation in the quarterly ALWG Quarterly Flight Clinic (Online), formerly known as the Quarterly Safety and Standard online meeting, will qualify as the CAPS71-7 required ground instruction when all mandatory subjects have been addressed in a single or multiple scheduled presentations. Flight training associated with conduct of an online flight clinic will normally take place on a day different from presentation of ground instruction. Funded flight training must be completed within 30 days of the online instruction.

C. Orders to Subordinate Elements.

1. ALWG DO.:
 - a. Seeks USAF funding to maintain the continued availability of funded flight clinic training.
 - b. Provides periodic updates to the ALWG command group of the accomplishments of unit sponsored pilot clinic training.
 - c. Provides recommendations to the ALWG CC for the continuation or modification to the training program.
2. Director of Standardization/Evaluation (DOV).
 - a. DOV executes senior staff responsibility for coordination and execution of this program.
 - b. Identifies an individual to execute responsibilities as Program Manager.
 - c. In cooperation with the Program Manager, maintains awareness of the expenditure of allocated funding and provides periodic status updates to the DO.
3. Program Manager:
 - a. Executes daily staff responsibility for coordination and execution of this program.
 - b. In cooperation with the DOV, maintains awareness of the expenditure of allocated funding.
 - c. Serves as Activity Director for execution of wing-level virtual flight clinics, or in cooperation with the DOV identifies an alternative.
4. Director of Information Technology. Aid the DOV and Safety Officer to release a digital invitation informing ALWG pilots of an upcoming ALWG Quarterly Flight Clinic (Online).
5. ALWG PAO. Publish an internal and external article via the ALWG social media pages and CAP NEWS IAW for each flight clinic iteration.
6. Sponsoring Unit(s).
 - a. Units desiring to sponsor a pilot flight clinic will state their intent to the ALWG DOV and DO and provide a training syllabus for review and approval.
 - b. Each clinic must be under the supervision of a unit designated activity director, who will carefully review the Flight Clinic Checklist (Annex A) for information necessary to assist in planning, conducting, and reporting a clinic.

7. Activity Director.
 - a. The designated Activity Director is responsible for and reports to the sponsoring unit CC for the scheduling, coordination of required resources, and execution of the approved pilot flight clinic.
 - b. Reviews the Flight Clinic Checklist (Annex A) to assure thoroughness of preparations and completion of required actions.
 - c. The Activity Director will sign the CAPF 70-6; thereby, certifying to the ALWG CC that those listed completed all flight clinic requirements.
 - d. Will ensure that the scheduled event is briefed at the ALWG Commander's Staff Call.
 - e. Will ensure that a general announcement is published NLT 30 and 15 days prior to the scheduled event via the ALWG email distribution system.
 - f. In addition to establishing the agenda for the ground instruction component of the flight clinic, the Activity Director will review CAPS 71-4 and select among the standard's AFAM approved flight profiles the profile best providing a hands-on practicum of the material addressed during ground instruction. Exceptions to flying the selected flight profile will pass through the Activity Director to the DOV or DO for approval.
8. Participants. At the start of a clinic, participants will record their attendance by entering their identifying information on CAPF 70-6, Flight Clinic – Attendance Roster and Certification of Participation. At the completion of the clinic, participants will sign the CAPF 70-6 and annotate the form with flight time and nature of their flight. Only those pilots and IPs who have attended flight clinic ground training are authorized funded flight hours associated with a flight clinic.

7. Coordinating Instructions.

1. Clinic participation is available to all qualified (Form 5) pilots. Although any CAP-qualified pilot may attend a flight clinic, only flights for those having a CAP orientation, instructor, check pilot, transport, or mission qualification can be funded with appropriated training funds.
2. Appropriate flight clinic events might include FAA Flight Reviews, Instrument Proficiency Checks, and accomplishment of annual or abbreviated Form 5 check rides for already qualified pilots.
3. Any group or squadron may sponsor and conduct a flight clinic. Partnership with other CAP units and external partners such as the FAA, Aircraft Owners and Pilots Association (AOPA), state aeronautics commission or other similar organizations is encouraged.
4. Any FAA approved public airport with a minimum 3,000' paved runway may be used for proficiency training. An ATC tower is not required.

5. Funded proficiency flights must be flown as “dual” or “instructional” flying with a rated CAP IP. No “solo” sorties are authorized.
6. Completion of a CAPF 104 front and back in WMIRS is required for all sorties.
7. All sorties require release within WMIRS by a current Flight Release Officer.

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.
4. The Activity Director:
 - a. Will sign a final, complete CAPF 70-6; thereby, certifying to the chain of command and ALWG CC that those listed completed all flight clinic requirements.
 - b. Will upload the completed CAPF 70-6 and CAPF 70-7, Flight Clinic – Final Report, into the Web Mission Information Reporting System (WMIRS) mission files within 7 days of the completion of the flight clinic

B. Logistics.

1. Funding. Anticipated funding:
 - a. 1st Quarter – Pending
 - b. 2^d Quarter - \$4,000
 - c. 3^d Quarter - \$4,000
 - d. 4th Quarter - Unknown
2. Petroleum, Oil, and Lubricants (POL).
 - a. Corporate aircraft will obtain POL products through Fixed Base Operators; payment will be made using the National Credit Card
 - b. The ALWG Form 173-RA, Alabama Wing Fuel/Oil Receipt Checklist and 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.
4. Information Management. ALWG Public Information Officer (PIO) will provide initial guidance for participating member interactions with the media and public. Air crews will refer all media inquiries to the IC.

V. COMMAND & SIGNAL

A. Mission Symbol/Number: A7

1. 1st Quarter - TBD
2. 2d Quarter – REQ-24-0694
3. 3d Quarter – REQ-24-0695
4. 4th Quarter - TBD

B. Command. ADCON

C. 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. IAW CAPR -70-1, Civil Air Patrol Flight Management, 31 March 2020, air crew flight time and duty limitations will be strictly observed.

Signed

ALTIERI
Col, Director for Operations
FOR THECOMMADER

OFFICIAL:

BABBITT
Assistant Operations Officer (PLANS)

ANNEXES:

Annex A (FLIGHT CLINIC CHECKLIST)

Annex B (SAMPLE VIRTUAL FLIGHT CLINIC ANNOUNCEMENT AND
AGENDA)

DISTRIBUTION:

ALWG Electronic Distribution List

**Annex A (FLIGHT CLINIC CHECKLIST) to Operation Order SER-AL-24-4
(PILOT FLIGHT CLINICS)**

FLIGHT CLINIC CHECKLIST

- Establish a tentative date for the clinic.
- Poll squadrons within the wing to determine an approximate attendance.
- Suggested sources for instructors for ground classes
- Arrange for flight instructors.
- Finalize the date and place of the clinic.
- Determine ground school curriculum.
- Determine flight profiles.
- Have all participants fill out the attendance roster at ground school start.
- Have each pilot sign the attendance roster at the completion of the clinic.
- Upload CAPF 70-6 into WMIRS mission files.
- Have each pilot sign the attendance roster at the completion of the clinic.
- Wing/CC or designee review & approve e108s for those who completed.
- Upload CAPF 70-7 into WMIRS mission files.

Annex B (SAMPLE VIRTUAL FLIGHT CLINIC ANNOUNCEMENT AND AGENDA) to Operation Order SER-AL-24-4 (PILOT FLIGHT CLINICS)

AGENDA FOR ALABAMA WING FIRST QUARTER FLIGHT CLINIC 17 NOV 23

Introduction to the new ALWG Quarterly Flight Clinics

- A. ALWG will begin to execute Quarterly Flight Clinics so as to give more opportunities to pilots to perfect and improve their flying skills, techniques and procedures, by providing a Flight Clinic IAW CAPS 71-7 (1 OCT 20), which can be attended by “anyone” as far as the Ground Phase (academics or ground school phase), but to attend the actual “funded flying” portion, the pilot must be a CAP Orientation, or Transport, or Mission Pilot qualified, or a CAP Instructor or Check Pilot. Anyone outside of these mandated qualifications is not eligible to do the “funded” training flight, but can do an “unfunded” (member paid) B-12 or C-12 flight with a CAP Instructor pilot to gain more proficiency.
- B. The Training Flight (for those eligible for a funded A-17 sortie) will be flown only with an IP, there will be no “solo training” flights, and the sortie will normally be limited to approximately 1.0 Hour. The flights may be flown IAW the AFAM-approved Proficiency Flight Profiles, or the Activity Director may develop unique profiles.
- C. For an Alabama Wing Pilot to be eligible for a funded flight, he/she must meet one of the qualification criteria as indicated above (O-Ride, etc) AND attend the Ground Phase of the Flight Clinic. The Ground Phase will be done online, at a time and place as announced ahead of time by the Wing Director of Standardization and Evaluation. No Ground Phase = No funded flight. The Ground Phase can cover a multitude of subjects of interest to our ALWG Pilots, but will normally cover at least from the following topics or areas: Flight Rules and regulations; Flight Procedures; Flight Operations; and Risk Management.

Ground Phase Topics for our Flight Clinic for 1st QRTR 24:

A. Regulations

- CAPR 70-1: 9.9.5.1.4.3 Touch and go landings require a hard surfaced runway at least 3,000 feet in length or the sum of the takeoff and landing rolls, whichever is greater.
- 9.10.5.2. Minimum flight visibility of three statute miles is required for all VFR flights unless the pilot in command (PIC) is a qualified and current (14 CFR 61.57(c)) instrument pilot or authorized by CAP/DO after risk mitigation.
- 9.10.5.3.2. Any FRO may approve an IFR sortie when forecast conditions (including temporary conditions) for departure and arrival airports meet or exceed an 800 foot ceiling and 2 miles of visibility or approach minimums, whichever is higher, assuming no other factors in ORM process require higher approval.
- 9.10.5.3.3. An SFRO must approve an IFR sortie when forecast conditions (including temporary conditions) for departure or arrival airports are lower than an 800 foot

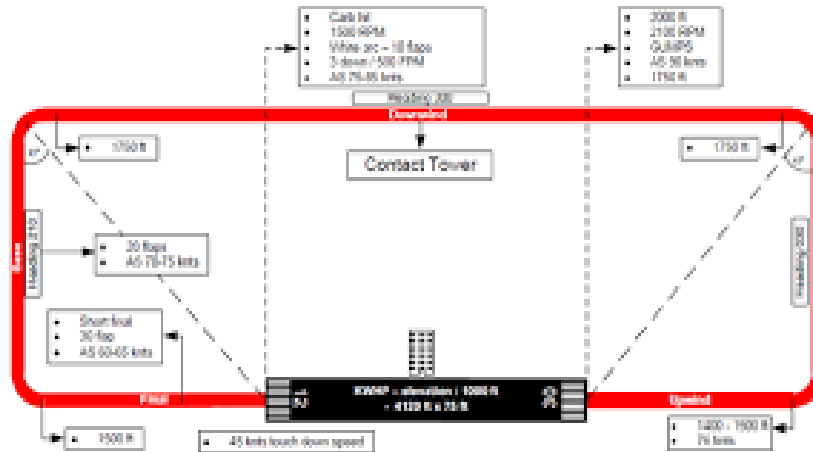
ceiling and/or 2 miles of visibility, but not below a 500 foot ceiling and/or 1 mile of visibility.

B. Flight Procedures:

- Flight Plan is required if conducting a flight greater than 50 NM (9.9.3. Flight Plan. The PIC must file and activate an FAA flight plan or obtain VFR Flight Following for every flight in a CAP aircraft beyond 50 nautical miles (nm) from the point of origin).

C. Flight Operations:

- “How to avoid landing on the nose gear, or how to avoid landing too flat (all 3 gear simultaneously)”
- Review good info from the FAA AFH :
 - Chapter 8, NORMAL APPROACH AND LANDING: A normal approach and landing involves the use of procedures for what is considered a normal situation; that is, when engine power is available, the wind is light or the final approach is made directly into the wind, the final approach path has no obstacles, and the landing surface is firm and of ample length to gradually bring the airplane to a stop. **The selected landing point should be beyond the runway’s approach threshold but within the first one-third portion of the runway (We have been teaching at the NCPS for at least the last 10-15 years to NEVER aim or try to touchdown on the Numbers. AIM for the 1000 Ft Fixed Distance Marker, or if the runway doesn’t have it, for the 500 Foot marker).**
 - When the pitch attitude and airspeed have been stabilized, the airplane should be retrimmed to relieve the pressures being held on the controls. The descent angle should be controlled throughout the approach so that the airplane will land in the center of the first third of the runway. In the absence of the manufacturer’s recommended airspeed, a speed equal to 1.3 VSO should be used. If VSO is 60 knots, the speed should be 78 knots, for example, as your “Threshold crossing Speed or V-Ref”.
 - The objective of a good final approach is to descend at an angle and airspeed that will **permit the airplane to reach the desired touchdown point at an airspeed which will result in minimum floating just before touchdown; in essence, a semi-stalled condition.**
 - Some pilots may try to force or fly the airplane onto the ground without establishing the proper landing attitude. **The airplane should never be flown on the runway with excessive speed.**



D. **Risk Management:** Aircraft Ground Handling...or how to avoid “hangar rash”.
If at all possible, always use three CAP or FBO ground handlers, one for the nose and one for each wing tip, to move a CAP airplane in and out of a hangar, ideally using a powered tug, and following the pre-painted lines in the hangar, to avoid damaging our very expensive airplane assets. In FY 23, each new Cessna C-172 lists for over 500K USD, and each C-182T lists for over 675K.