



HEADQUARTERS
CIVIL AIR PATROL – WASHINGTON WING
UNITED STATES AIR FORCE AUXILIARY
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Operations Plan
Desert Eagle – Washington Wing Flight Academy
Ephrata, WA
Flight Academy: 13 - 24 July 2020

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SFETY SUPPLEMENT – FLIGHT LINE OPERATIONS

1. PURPOSE: This plan establishes the mission procedures and responsibilities for participation in and operation of the Washington Wing Powered and Glider Flight Academy, known as Desert Eagle. The Flight Academy supports the mission of Civil Air Patrol (CAP) Cadet Programs, specifically in the area of Flight Training. It should be noted that the execution of a Civil Air Patrol (CAP) Flight Academy is a complex process with inherent, though manageable, risks. There is no activity offered by CAP that demands more maturity and sustained attention to detail. Immaturity, violation of Desert Eagle Rules or horseplay on or off the airfield is unacceptable behavior and may result in immediate dismissal, without refund. This academy will become one of the highlights and possibly turning points in a cadet's life. Personal integrity and a solid work ethic are not requested – but demanded.

2. MISSION OBJECTIVE: The Cadet Flight Academy is designed to give cadet participants a high quality of concentrated flight and ground instruction with FAA Certified Flight Instructors *building a foundation for an aviation career*. Basic and Advanced Glider Track Cadets will be piloting various gliders while Power Track Cadets will be piloting Cessna 172 aircraft. *The Flight Academy ground school's primary mission is to provide the academic knowledge needed for solo flight with emphasis on risk management and aeronautical decision making.* Subject to FAA and CAP regulations, if the cadet's instructor determines that the cadet demonstrates the necessary knowledge and abilities to solo the aircraft safely, the cadet's Log Book will be endorsed for solo flight. Solo flight is not guaranteed and may not be possible for a number of reasons including inclement weather, maintenance, lack of demonstrated proficiency, etc.

3. POWERED FLIGHT TIME, AIR/GROUND TOWS AND SOLO: The Flight Academy is designed to give Power Track cadets approximately 10 hours of flight instruction with an FAA Certified Flight Instructor. The National Flight Academy Curriculum will be utilized. Advanced Glider Track Students will receive approximately 15 Air Tows some with an FAA Certified Flight Instructor and some solo, at the flight instructor's discretion. Basic Glider Track Students will receive approximately 8 Air Tows and 22 Ground Tows with an FAA Certified Flight Instructor. These times and tows are targets only; weather, illness mechanical problems etc. may decrease these numbers. There is **no guarantee** that cadets will be allowed to solo, safety is of paramount importance and student readiness, mechanical problems, weather, illness etc. may preclude the possibility of solo within the allotted time. Solos by Basic Glider Students require additional approval by NHQ, CAP as per CAPM 60-1G.

4. STUDENT ELIGIBILITY:

- a. **Glider Students** must be at least 14 years of age prior to the start of the academy and have completed a CAP Encampment.
- b. **Advanced Glider Students** must be 14 years of age prior to the start of the academy, have completed a CAP Encampment, and have logged at least 20 launches.
- c. **Power Students** must be at least 16 years of age prior to the start of the

academy and have completed a CAP Encampment

d. All students (Basic Glider, Advanced Glider and Power) must have proof of US citizenship or TSA approval for flight training.

i. Proof of citizenship can either be a raised seal Birth Certificate, or a U.S. Passport. Contact the Activity Director, Lt Col Esson or Registrar, Maj Talley if there are any issues or problems with the citizenship documents. NOTE: These must be original documents – NOT PHOTO COPIES.

ii. **You will not be allowed to start training without this documentation.**

5. FEES: Flight Academy Fees are all inclusive: They cover flight instruction, basic ground school, meals, lodging costs, and uniform T-shirts. Extended Ground School fees include food, lodging, and FAA fee to test.

a. Basic Glider Student:	To be determined
b. Advanced Glider Student:	To be determined
c. Powered Aircraft Student:	To be determined

e. There will be no charge for staff meals or lodging however, staff members are encouraged to donate to the scholarship fund,. NOTE: Staff members who choose to stay somewhere other than Camp Boucher, will do so at their own expense.

6. APPLICATION PROCEDURES: Applicants will register for Desert Eagle XVII National Flight Academy as specified on the CAP National Activities web page.

7. AFTER SELECTION REQUIREMENTS - FAA:

a. All students should begin the process of applying for an FAA Student Pilot Certificate. NOTE: It generally takes 3 to 4 weeks to receive the Student Pilot License, after the application has been submitted; therefore, **it is imperative that the application process be started immediately after the student is notified of acceptance to the academy or has been slotted for a standby position.**

b. Powered students (only) are also required to obtain a 3rd class Flight Physical. (This is not required for Glider students.)

8. AFTER SELECTION REQUIREMENTS – CAP AND DESERT

EAGLE: There are several CAP courses and requirements that staff and students must complete prior to arrival at Flight Academy. Applicants are encouraged to begin courses prior to selection.

a. All Personnel (student and staff) **MUST** complete the following courses available in the CAP Learning Management System if they have not already done so:

- i. BASIC Operational Risk Management (ORM) Course
- ii. OPSEC Course

- iii. Aircraft Ground Handling Course
- b. All glider personnel (student and staff) must complete The Wing Runner course
- c. All Power and Advanced Glider students must complete Sporty's Private Pilot, on line Ground School. This course is offered free to CAP cadets (under 18 years old) thanks to Sporty's Pilot Shop and the Experimental Aircraft Association (EAA). This Ground School course must be completed at least one week before reporting to Desert Eagle. NOTE: BRING YOUR GROUND SCHOOL COMPLETION CERTIFICATE AND THE FINAL EXAM SHOWING QUESTIONS MISSED FOR PROOF OF COMPLETION. (Basic glider students may complete if desired.)
- d. All Senior Members and Cadets age 18 or older are required to take the Cadet Protection Basic Course.
- e. All staff members must have Intermediate ORM course completion recorded in Eservices.
- f. When required courses are completed, please email completion certificates to the Flight Academy Registrar, Maj Michael Talley at (DesertEagle@wawg.cap.gov).
- g. All Members need to be safety current.
- h. All staff are required to have mandatory TSA flight line security training, which will be taught during staff training.
- i. All participants, both cadet and senior members must have read and understood CAPR 70-1, "Civil Air Patrol Flight Management". This regulation governs all of our flight operations at Desert Eagle and MUST be adhered to.**
- j. All participants must read and adhere to standards specified in the CAP Aviator's Code of Conduct** (<https://www.gocivilairpatrol.com/programs/emergency-services/aircraft-operations/aircrew-professionalism/aircrew-code-of-conduct>)
- j. All Glider participants must have read and understood CAPM 60-1G (CAP Glider Program Procedures Manual).**

9. CLOTHING, MEDICATIONS AND EQUIPMENT:

a. Clothing and Equipment Requirements (PACKING LIST) are contained in the Desert Eagle Tab on the CAP National Activities Web Page. Khaki shorts/pants are a part of the required member supplied clothing. Desert Eagle supplied T-Shirts will be issued at check in and will be worn with the student supplied khaki shorts/pants as the Flight Academy working uniform.

b. Medication: Cadets are allowed to have over the counter medications as well as prescription medication. However, the FAA strictly regulates medications, both prescribed and over the counter, that can be taken while flying. Ensure that any drugs that you are taking are in compliance. Discuss any drugs currently taken with your medical examiner. NOTE: For medications acceptable to the FAA, see a practical listing at <https://www.leftseat.com/medcat1.htm>. HOWEVER, remember that only your medical examiner is qualified to specify which medications and

combinations of medication are acceptable to the FAA. The medical examiner is the FAA approved physician who issues your Flight Physical. As a Student Pilot on flight status you are allowed to take only those medications approved by the FAA.

10. CLOSEST EMERGENCY CENTER: Columbia Basin Hospital

Address: 200 Nat Washington Way, Ephrata, WA 98823 (less than 5 minutes)

Phone Number: (509) 754-4631

Hours: 24 Hours

11. BILLETING AND MEALS: All students and most senior staff will be housed at Camp Robert L. Boucher, Ephrata Municipal Airport, Ephrata, WA. Cadets will be housed in open bay dormitories (one for females and one for males). Sheets, towels, and pillow will **NOT** be provided and must be brought to the Academy by all participants. (See packing list on Desert Eagle Web Page). Senior staff will be housed in separate open bay dormitories (one for females and one for males) The staff dormitories are physically adjacent to the student dormitories and provide for immediate supervision.. NOTE: A minimum of two (2) senior staff will be present in or around the facility at all times.

a. All supervision, billeting and age and gender segregation will be in accordance with CAPR 60-2, (Cadet Protection Program).

b. Senior Members who are serving as instructors or support staff have the option of staying at Camp Boucher or obtaining other lodging at their own expense. Senior command staff, including both genders, will be housed at Camp Boucher.

c. Flight Academy (14-24 July 2020): All meals will be prepared on site using the Camp Boucher kitchen and Dining Hall. Food preparers will have the state mandated food preparation certification.

12. CHECK IN TO FLIGHT ACADEMY:

a. All Staff members are to arrive no later than 1300 on Monday, 13 July 2020. FRO for inbound CAP flights will be Lt Col Pat Courtney.

b. Students arriving by private or CAP vehicles are to arrive between 1200 and 1500 on Tuesday, July 14 2020, having already had lunch. The first meal provided will be in the evening on 14 July.

c. Students arriving by commercial air transport should plan on arriving at KEGG (Spokane International Airport) not later than 1500 (earlier is preferable) on 14 July 2020. Students should provide their flight itinerary (both inbound and

outbound) to the Flight Academy Registrar, Maj Michael Talley at (DesertEagle@wawg.cap.gov) by 7 July 2020. Transportation from KEGG to Desert Eagle (KEPH) will be by CAP van, approximately two hours drive. NOTE: The departure date will be Sunday 26 July 2020.

- c. ALL Students must have in their possession the following documents:
 - i. Student Pilot certificate.
 - ii Proof of Citizenship (Original Documents – NOT duplications)
 - iii All Power students must have an FAA 3rd Class Medical Certificate (not required for Basic and Advanced Glider Students)
 - iv. Current CAP ID card
 - v. Government issued ID card with picture (CAP ID card is not sufficient)

13. CHECK OUT AND GRADUATION:

- a. Graduation is on Saturday, 25 July at 1100 Families are invited to attend. Check out for all students will follow immediately after – projected time is 1200. Academy Staff may check out as soon as their areas of responsibility are completed.
- b. Students departing by ground transportation may leave immediately after checking out.
- c. Students departing by air will remain at the Desert Eagle facility overnight and depart early, by CAP van for Spokane International Airport on Sunday, 26 July 2020

14. AIR OPERATIONS, SCHEDULING AND DOCUMENTATION: The Flight Release Officer, normally the Air Operations Branch Director, as designated by the Washington Wing Commander will handle all scheduling activities (Air Ops). All mission Information/documentation will be uploaded to WMIRS. Air Operations will provide Flight Data Sheets for all sorties to instructors prior to the morning and afternoon flights. Flight Instructors are responsible for filling out the information sheet completely after each flight. Sheets will then be returned to Air Ops for processing into WMIRS. Flight Instructors are responsible for filling out the Aircraft Flight Log. If this responsibility is passed on to the flight students, instructors are required to verify the legibility and correctness of all entries.

- a. Aircraft keys will be kept at Air Ops until the aircraft is released for flight.
- b. Aircraft will be fueled by the Flight Instructor and student The CAP National Shell Credit Card will be used and a printed receipt must be uploaded to WMIRS for each associated sortie or series of sorties.
- c. Ferry pilots are to ensure that the aircraft's Shell Card is in the aircraft prior to departing for home station and ensure that the aircraft is refueled, using the Shell

card, at the end of the ferry flight. Inbound and outbound Ferry flights will utilize the Desert Eagle Mission Number assigned by CAP National.

15. MISSION NUMBER AND SYMBOL: To be determined.

16. AIRCREW MANAGEMENT AND SAFETY:

a. Safety is paramount and supersedes all other mission objectives. It is understood that there is intrinsic risk in the operation of a Flight Academy and each member involved must be proactive in identifying potential risks and either eliminating or mitigating said risks. NCSA offers Encampment Risk Management Resources The staff and particularly, the Safety Officer are required to review and use the available safety tools.

b. Operational Risk Management (ORM) is key to the safety analysis of any CAP activity. With that in mind, three separate ORMs have been completed for Desert Eagle XVII (Attachment A) as follows:

1. Normal, day to day ground operations and lodging functions.
2. Powered Flight Training operations
3. Glider Flight Training operations

c. In addition to the ORMs specified above, Instructor Pilots and the Flight Release Officer (FRO) will prepare an ORM analysis for each individual flight, utilizing WIMIRS tools.

d. ORM is not static. It is likely that additional risks will be identified as Academy operations unfold. The ORM Analysis documents will be amended as necessary to eliminate and or mitigate additional risk factors as they are identified. While the Safety Officer takes a leadership role in this process, our goal is that each individual at the encampment take ownership in the process.

e. In addition to the normal cautions associated with flight operations, all aircrews will be briefed to remain vigilant during low-level flight operations. Traffic conflict/resolution will be vitally important The National Risk Management system will be used. Duty day restrictions contained in CAPR 70-1 will be adhered to. The duty day is limited to 14 hours of official CAP duty with at least 10 hours of crew rest between the last official CAP duty in one period and the first official CAP duty in the next duty period. A crewmember will not be scheduled for more than 8 hours flight time during a duty period. Any mishaps will be handled IAW CAPR 62-2.

f. Each day, at the conclusion of flight operations, all flight operations personnel will gather for a safety meeting chaired by the Safety Officer. The day's flight operations will be discussed with respect to safety issues. In addition, flight operations and weather and ORM factors for the next day will be reviewed. **THIS DAILY MEETING IS MANDATORY FOR ALL FLIGHT/GROUND**

OPERATIONS AND GROUND TRAINING PERSONNEL.

g.. ALL PERSONNEL (INCLUDING STAFF) MUST HAVE COMPLETED THE AIRCRAFT GROUND HANDLING COURSE AND BE SAFETY CURRENT PRIOR TO ARRIVAL. In addition, all Glider Personnel *and staff* must have completed the Wing Runner's course.

h. The ramp temperatures in Ephrata, WA are often very warm during summer afternoons.

1. Flying activities will be scheduled to take the high temperatures into consideration. The ORM analysis completed for each flight will include Density Altitude (DA) calculations and insure that the aircraft performance is within the limits specified in the Pilot's Operating Handbook (POH) and the applicable FARs. (NOTE: Powered flight training will be conducted in the early morning hours (legal sunrise) and in the late afternoon in order to mitigate DA and turbulence problems. Ground school will be conducted in doors during the hottest part of the day.)

2. The high activity levels of the Glider Ground Crews place them at risk in high ambient temperature situations. The NCASA Temperature Management Tool will be used as a primary reference backed up by the OSHA - NIOSH Heat Safety Tool for smart phones. (NOTE: between launches, glider ground crew members will rest in air-conditioned vans for cool down.)

i. All participants, both cadet and senior members must have read and understood CAPR 70-1, "Civil Air Patrol Flight Management". This regulation governs all of our flight operations at Desert Eagle XV and MUST be adhered to. In addition, all Glider participants, both cadet and senior must have read and understood CAPM 60-1G (CAP Glider Program Procedures Manual).

17. LEGAL RESTRICTIONS: Aerial reconnaissance of ground targets from public airspace is not part of this mission purpose. Targeting or surveillance of persons, groups of persons, buildings, or vehicles is not authorized. Tracking of suspicious persons or vehicles to provide their continuous coordinates is prohibited.

18. NON-CAP PASSENGER REQUESTS: IAW AFI 10-2701, non-CAP passengers will only be approved when their presence is "essential to the mission." Their justification for flying on board will be included in the customer request. The passenger name and agency information must be entered into the WMIRS sortie page IAW current 1AF policy, but not later than 48 hours prior to take-off. If the name of passenger changes, the approval is still valid if the agency, job type (DoD, contractor, LEA), purpose, and number of passengers remains the same. The PIC will submit a completed CAPF 9 (If applicable.)

19. AIRCREW PRE-FLIGHT AND CLOTHING REQUIREMENTS:

- a. Prior to each flight the IP is required to complete a weight/balance computation and a risk management survey. This task can be delegated to students as they gain experience but must be reviewed by the IP.
- b. CAP uniforms must be worn in accordance with CAPM 39-1. A NHQ uniform waiver has been approved for Desert Eagle XVII. The daily uniform will be the Flight Academy high visibility tee-shirt/polo shirt (issued), khaki or tan shorts (student supplied), and closed toe running shoes (student supplied). Khaki or tan slacks/cargo pants can be substituted for shorts to prevent sunburn on the legs.

20. PERSONAL EQUIPMENT: Each CAP pilot must carry current credentials as required by CAP and FAA regulations, including current CAP membership card, pilot license, medical certificate (power students), CAPF 101 card and appropriate current navigation charts.

21. ALTITUDE AND WEATHER MINIMUMS: IAW CAPR 70-1.

Operations Plan – *Safety Supplement*
Desert Eagle XVI – Washington Wing Flight Academy
Ephrata, WA
Flight Academy: 13 - 24 July 2020

The following information supplements Paragraph 16 (Aircrew Management and Safety) of the Desert Eagle XVII Operations plan for 2020. The purpose of this supplement is to expand on the safety management of each of the three flight lines; 1. Basic Glider, 2. Advanced Glider and 3. Powered Flight.

The three flight lines operate simultaneously in separate defined geographical areas of the Ephrata Airport (see included graphic).

The Designated Safety Officer for Desert Eagle XVII is Lt Col Patrick Courtney, with Capt Keith Gover assigned as Deputy Safety Officer. Assistant Safety Officers, reporting directly to the Safety Officer will be scheduled for each of the three Flight Lines, continuously, during flight operations. The Safety Officer or Deputy Safety Officer will be contactable by each of the Flight Line Assistant Safety Officers during flight operations. NOTE: The Safety Officer and/or Deputy may serve as one of the three Flight Line Safety Officers.

Each of the Safety Officers will have access to air band transceivers in order to maintain situational awareness and to facilitate communications with aircraft as necessary. Ground-Air communications will be conducted under the FCC license of Ephrata Regional Airport.

The three flight line Safety Officers will maintain a continuous communications watch and will communicate with each other and the Safety Officer as necessary, to prevent potential conflicts. In addition, Instructors and students will monitor the CTAF and communicate with the appropriate Flight Line Safety Officer as necessary.

Any Safety or Assistant (Flight Line) Safety Officer is authorized to shut down all operations. In that situation, operations will be resumed only after the Senior Desert Eagle Safety Officer or Deputy Safety Officer has reviewed all factors and determined that it is safe to resume operations.

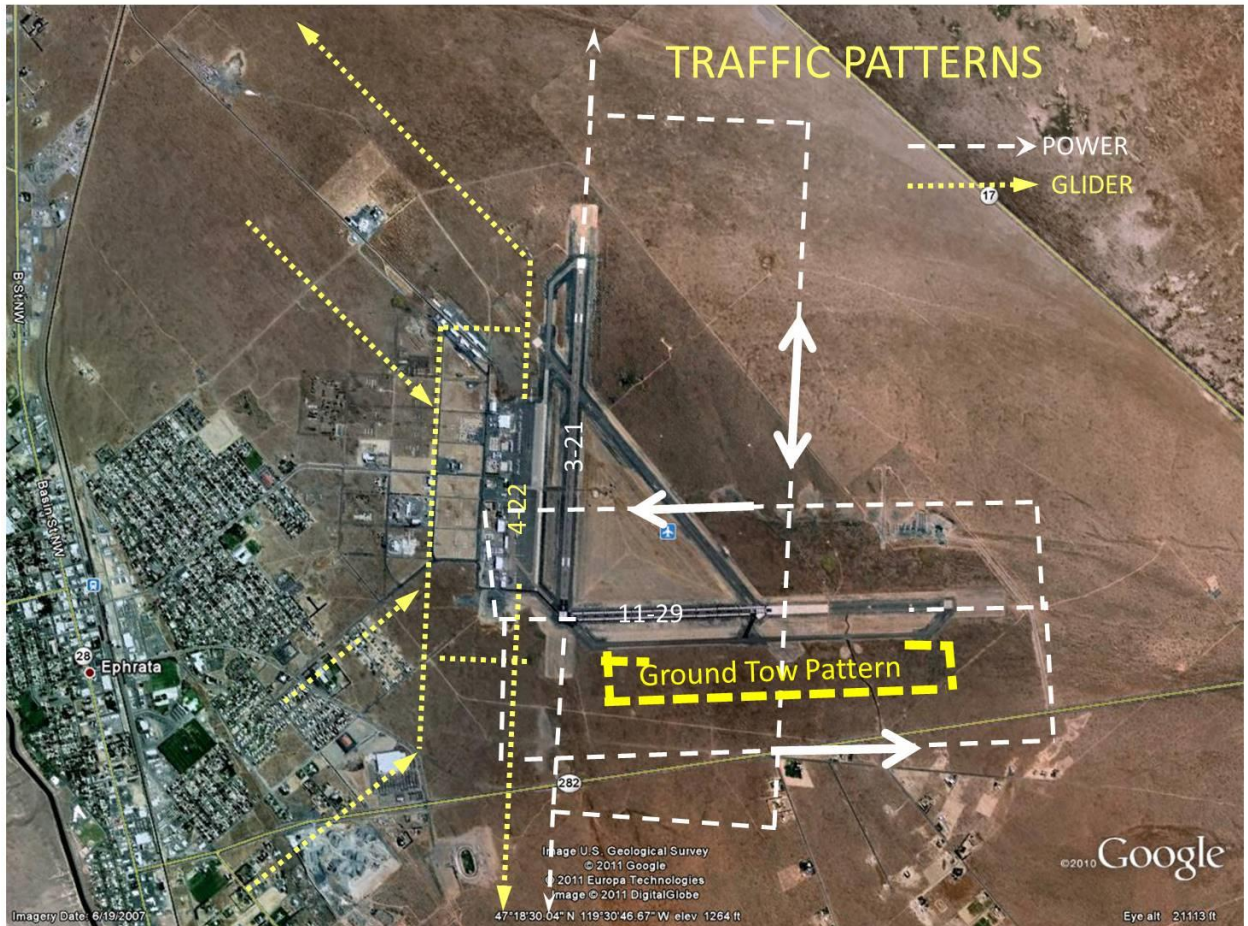
The Desert Eagle Safety Officer and Deputy are responsible for flight operations risk management and will conduct daily briefings with mandatory attendance for all air operations personnel (pilots, instructors and flight line operators).

Individual Instructors are responsible for the Risk Management of their flights and will

comply with CAPR 70-1 procedures and confer with the Releasing Officer for all flight operations.

The instructions indicated above and contained in the Desert Eagle 2020 Operations Plan are intended to supplement and reinforce CAP regulations and shall in no way diminish the effect or applicability of CAPR 70-1

EPHRATA AIRPORT



Name of Plan: Washington Wing Flight Academy, 2020, Operations Plan

Plan coordinated/submitted by: Shannon W. Esson, Lt Col, CAP Date: 1 Mar 2020

Wing Approval – Reviewed/Approved by Wing Commander

Name:

Date: