

# Welcome to CAP Emergency Services - Aircrew

So you want to be on the aircrew? There are several steps you will have to complete before you can even go flying in the aircraft. We have tried to boil the process down into five manageable steps.

There are several websites you will need to reference throughout this process. E-services is where you find forms, regulations, online training, qualifications, etc. To get there go to [www.capnhq.gov](http://www.capnhq.gov)

The WMU is where you find everything relating to pilots and aircraft. To get there go to <http://wmu.nat.cap.gov/>

**NOTE:** You may receive an internet explorer error. If so, accept the error and navigate to the site.

## **Step One - CAP Online Courses**

To become a scanner, observer, or mission pilot, you will have to become a member, get a CAP ID, and register for E-services to get your online training finished. You will need to complete these online courses in the order we have listed:

- 1) [New member training \(level one\)](#)
- 2) [Cadet Protection Training](#)
- 3) [Operations Security Awareness Training](#)
- 4) [Equal Opportunity Training](#)
- 5) [CAPT 116](#)
- 6) [FEMA IS100](#)
- 7) [CAPT 117](#)
- 8) [CAWG Scanner Course](#)
- 9) [CAP Form 5 Annual Examination](#) – Powered (For pilots only)

## **Step Two- Regulations**

Our squadron trains and operates the same as every other squadron throughout Civil Air Patrol. Go back to e-services and look at the regulations:

- 1) Click on CAP Forms and Pubs
- 2) [Indexes Regulations & Manuals](#)
- 3) 60-3 (page 14) lists requirements for Scanner, Observer, Ground Team Member & Mission Pilot
- 4) 60-1 lists requirements and regulations for aircrews. This is the core document for pilot regulations.
- 5) 60-6 is for Counter Drug Operations
- 6) 39-1 is the CAP uniform manual

## **Step Three - Uniform**

To participate, you will need to get a uniform

- 1) A uniform is always required for aircrews
- 2) A Sage Green or Dark Blue NOMEX flight suit is required for any mission

- a. Review the CAPR39-1 to determine which flight suit you can wear according to the Grooming and Weight Standards
  - b. Try [Vanguard](#) or [flightsuits.com](#) for nomex flight suits
- 3) CAP polo with grey slacks okay for basic CAP flights (non-mission)

#### **Step Four- Approval and Training**

You will need to have a member who can sign tasks off to get you designated as a scanner trainee and then you can really start the training. You will need the Emergency Services Officer, Operations Officer, or the Squadron Commander to approve you to begin training.

- 1) Go back to [e-services](#)
- 2) Click on My Operations Qualifications / National Reports
- 3) Click on Emergency Services
- 4) Make sure your "101" card is displayed
- 5) Click on SQTR Worksheet
- 6) Choose the appropriate "Achievement" (Scanner, Observer, etc)
- 7) Print that page for a trainer to start checking you off
- 8) Consider adding you email and /or cell phone to the REDCAP alerting system (see attached document titled Alerting System)
- 9) Refer to the [National Emergency Services Academy Training Slides](#)

#### **Step Five – Flying/Missions**

Get someone to take you flying

- 1) Traditionally, if you can't make a SAREX, one of our pilots will take you up for training.
- 2) Our aircraft is \$36 per hour dry. Gas is about \$55 per hour.
- 3) Bring the checklist you printed off as you will need **TWO** actual or simulated missions as a trainee to get signed off as a Standard.
- 4) If your goal is to become a MP, you can skip Observer after Scanner and become a MP Trainee.

### **CAP Pilot**

To become a CAP pilot and be able to fly the aircraft for training and currency, all you need is the following:

- 1) CAP Form 5 Annual Exam (listed in step one)
- 2) Current with FAA requirements
- 3) High Performance Checkout
- 4) 60-1 Airplane Questionnaire Completed (required annually)
- 5) CAP Check Pilot gives you a form 5 check ride (required annually)

### **Transport Mission Pilot**

This allows you to fly to and from missions and tasks with funding as well as “high bird” operations. To become a TMP you need:

- 1) All the requirements listed under CAP Pilot
- 2) 100 hours PIC with 50 hours cross country
- 3) Designation as a TMP by your squadron commander

### **Mission Pilot**

To become a mission pilot, you need:

- 1) All the requirements listed under CAP TMP
- 2) 200 hours PIC (175 to become trainee)
- 3) Completion of Scanner or Observer
- 4) BCUT radio communications training
- 5) Designation as a Mission Pilot Trainee by squadron Commander

### **Counter Drug**

To participate in CD missions as a Scanner, Observer, or MP, you need:

- 1) 21 years old
- 2) At least 2 years in CAP
- 3) Selected by squadron commander
- 4) CD online training
- 5) CAPF 83 Background Check completed

# Welcome to CAP Emergency Services – Ground Team/UDF

So you want to be on the ground team? There are several steps you will have to complete before you can even go flying in the aircraft. We have tried to boil the process down into six manageable steps.

There are several websites you will need to reference throughout this process. E-services is where you find forms, regulations, online training, qualifications, etc. To get there go to [www.capnhq.gov](http://www.capnhq.gov)

The WMU is where you find everything relating to pilots and aircraft. To get there go to <http://wmu.nat.cap.gov/>

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## **Step One - CAP Online Courses**

To become a scanner, observer, or mission pilot, you will have to become a member, get a CAP ID, and register for E-services to get your online training finished. You will need to complete these online courses in the order we have listed:

- 1) [New member training \(level one\)](#)
- 2) [Cadet Protection Training](#)
- 3) [Operations Security Awareness Training](#)
- 4) [Equal Opportunity Training](#)
- 5) [CAPT 116](#)
- 6) [FEMA IS100](#)
- 7) [CAPT 117](#)

## **Step Two- Regulations**

Our squadron trains and operates the same as every other squadron throughout Civil Air Patrol. Go back to e-services and look at the regulations:

- 1) Click on CAP Forms and Pubs
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- 3) 60-3 (page 14) lists requirements for Scanner, Observer, Ground Team Member & Mission Pilot
- 4) 60-1 lists requirements and regulations for aircrews. This is the core document for pilot regulations.
- 5) 60-6 is for Counter Drug Operations
- 6) 39-1 is the CAP uniform manual

## **Step Three – Uniform**

To participate, you will need to get a uniform

- 1) A uniform is always required for ground teams
- 2) BDUs or Utility Uniform is required for any mission
  - a. Review the CAPR39-1 to determine which you can wear according to the Grooming and Weight Standards
- 3) CAP polo with grey slacks can be okay for basic UDF missions

- a. Check with your team leader before deploying in the polo

#### **Step Four – UDF/Ground Team Gear**

To participate, you will need to get some gear

- 1) Basic gear is required to go out as a UDF team member
- 2) Gear is always required for ground teams
- 3) GTM gear is outlined in the task book

#### **Step Five- Approval and Training**

You will need to have a member who can sign tasks off to get you designated as a UDF or ground team member (GTM) trainee and then you can really start the training. You will need the Emergency Services Officer, Operations Officer, or the Squadron Commander to approve you to begin training.

- 1) Go back to [e-services](#)
- 2) Click on My Operations Qualifications / National Reports
- 3) Click on Emergency Services
- 4) Make sure your “101” card is displayed
- 5) Click on SQTR Worksheet
- 6) Choose the appropriate “Achievement” (UDF, GTM3, etc)
- 7) Print that page for a trainer to start checking you off
- 8) Consider adding you email and /or cell phone to the REDCAP alerting system (see attached document titled Alerting System)
- 9) Refer to the [National Emergency Services Academy Training Slides](#)

#### **Step Six - Missions**

Get someone to take you out on missions or go to SAREXs

- 1) Traditionally, if you can't make a SAREX, one of our experienced members will help you train.
- 2) Bring the checklist you printed off as you will need **TWO** actual or simulated missions as a trainee to get signed off as a Standard.
- 3) If your goal is to become a Ground Team Leader (GTL), you have to go through ground team member 2 and 1 before you can become a GTL Trainee.

## Glossary

**ACUT** – Advanced Communication User Training

**AFRCC** – Air Forces Rescue Coordination Center

**BCUT** – Basic Communication User Training

**CPF** – CAP Flight, designation of any aircraft working under the hospice of CAP

**CAPF** – Civil Air Patrol Form

**CAPR** – Civil Air Patrol Regulation

**CAPT** – Civil Air Patrol Test

**CD** – Counter Drug

**ELT** – Emergency Locator Transmitter

**GTM** – Ground Team Member

**High Bird** – Aircraft orbiting above a search area to provide communications base to the Incident Command Post due to poor reception usually because of terrain

**MS** – Mission Scanner, first aircrew position, someone who sits in the rear left seat of the aircraft, searching outside for an object.

**MO** – Mission Observer, this person sits in the “co-pilot” seat of the aircraft and runs communications, navigation, searches outside the aircraft, monitors crew, and directs pilot when searching for an ELT.

**MP** – Mission Pilot, this person flies the aircraft to, from, and during a search.

**PIC** – Pilot in Command

**REDCAP** – The Mission Alerting System the California Wing uses

**SAREX** – Search and Rescue Exercise

**Standard** – someone who has completed all requirements for an emergency services rating

**TMP** – Transport Mission Pilot, this pilot can fly to and from a search, as well as act as PIC in a High Bird Situation

**Trainee** – Someone working towards a emergency services rating

**UDF** – Urban Direction Finding

**WMU** – Wing Management Utility

## Alerting System

The Alerting system is intended for Emergency Services notification and alerting. Messages received from this list are **in support of official AFRCC missions**. These messages provide critical information necessary for personnel performing emergency services missions. The primary intent of this list is to support alerting notification via e-mail and alphanumeric wireless devices such as pagers and cellphones. Messages sent to this list should be short and succinct. Most wireless devices have a limitation on message size.

The Alerting system is managed by Area of Operation (AO):

**NORTH:** Encompasses Groups 2 and 5 (INLAND: Stockton and North to the Oregon border, COAST: Monterey North to Oregon border)

**CENTRAL:** Encompasses Groups 4 and 6 (INLAND: San Joaquin/Central Valley, COAST: Monterey south to Santa Barbara)

**SOUTH:** Encompasses Groups 1, 3 and 7 (INLAND: Mojave Desert, Palm Springs and Imperial Valley, COAST: Ventura south to San Diego/Mexican border)

**Members are not limited as to which AO they sign up for.**

In order to subscribe to any of the California Wing mailing lists, you must send an email to the [Wing Mailing List Manager](#) with the following information:

1. First and Last Name
2. Charter Number (i.e., CA###)
3. CAPID
4. Type request: ADD, DELETE or CHANGE
5. Email address being added/deleted/changed (if subscribing your cell phone or pager, provide the EMAIL address for the number)
6. Email address to use in the future (**change requests only - otherwise indicate "N/A" - we must know which email address to use in place of your previous email address**)
7. The list that you want to be subscribed to (**ALL, North, Central or South**)
8. OPSEC Course completion date: (**OPSEC NDA must be recorded in e-services before admitted to any list**)
9. [ICS 100 Completion date](#): (Required for addition to any Alerting list)
10. [IS 700 Completion date](#): (Required for addition to any Alerting list)

When submitting your request, please following the guidance below

**NOTE 1:** Email addresses listed in your request must be found in your member data in National's e-services database. If your email address is not listed there, your request will NOT BE PROCESSED.

**NOTE 2:** If the email address in your request does not match the email address received from, IT WILL NOT BE PROCESSED.

**NOTE 3:** If subscribing your CELL PHONE or PAGER, you must provide the EMAIL ADDRESS for it. The email address used to send in the request for your cell phone must be listed in e-services (You do not have to send it from your CELL PHONE)

**NOTE 4:** Be clear in your request if you are subscribing to multiple lists. Cell phones are not added to the ALL list due to content and attachments.

**NOTE 5:** If you are subscribing multiple email address (not including Cell Phone email addresses), you must send the request individually from each account.