

15 February 1997

Flying

**SAFETY AND REGULATORY COMPLIANCE—
NO-NOTICE INSPECTION**

This regulation requires wing commanders to conduct an annual no-notice inspection program of all CAP flying units in the wing with the purpose of improving both safety and regulatory compliance.

1. General. The CAP flying program is vital to Civil Air Patrol's (CAP) service to the Air Force and the country. To preserve the flying program, there must be an effective flying safety program and a program to ensure compliance with CAP flying directives. This regulation establishes a no-notice inspection program of all CAP flying units below wing level with the purpose of improving both safety and regulatory compliance.

2. Commanders' Responsibilities. Commanders of CAP flying units are responsible for maintaining an effective flying safety program to ensure that CAP flying regulations are followed. To meet those responsibilities, commanders should conduct mandatory classroom training for CAP aircrews and flight release officers (FROs) covering the subjects of flying safety and CAPR 60-1, *CAP Flight Management*. Mandatory monthly safety meetings required by CAPR 62-1, *Civil Air Patrol Safety Responsibilities and Procedures*, should be used to satisfy mandatory classroom training specified herein.

3. Members' Responsibilities. CAP members involved in the CAP flying program are responsible for understanding and complying with CAP flying directives and safe flying practices. Members are also required to attend all mandatory classroom training sessions.

4. Wing Commanders' No-Notice Inspection Program.

a. The No-Notice Inspection Program. In order to accomplish the above purposes, wing commanders must conduct a "No-Notice" Inspection Program. Under this program, each CAP unit with a flying program below wing level will be given at least one "No-Notice" inspection during each 12-month period. For the purpose of the regulation, a "No-Notice" inspection is a complete inspection conducted of the flying unit as outlined herein with no advance notice or information given to the unit to be inspected. For good cause, a region commander may waive or delay the required inspection of any unit in the region on request of the wing commander.

b. Inspection Team Composition. The wing commander must appoint sufficient numbers of inspection teams to conduct the required "No-Notice" Inspection program. Teams should consist of a minimum of two qualified members knowledgeable in flying safety and CAP flying directives. Consideration should be given to appointing CAP wing inspector generals (IG), wing Director of Operation (DO) personnel, safety officers, liaison officers (LOs) and/or NCOs, along with other qualified members. In addition, consideration should be given to inviting CAP/USAF region personnel and to serve as team members.

c. Inspection Team Reimbursement. Wing commanders should attempt to obtain Air Force funded training missions to transport inspectors. The "No-Notice" Inspection program must be conducted regardless of the availability of reimbursements.

d. The Inspection. The inspection must cover the following subjects:

(1) the unit's flying safety program including classroom training and attendance;

(2) a review of the unit's flying records including the unit pilots' records;

(3) the unit's flight release procedures, including the appointment and training of FROs, and CAPF 99, *CAP Flight Authorization Log*, including recording flying categories and flight times;

(4) the maintenance and condition of the unit's assigned CAP aircraft, and

(5) an overall evaluation of the unit's safety and compliance with CAP flying, safety, and other operational regulations.

e. Inspection—Reports—Contents—Discrepancies. The inspection team through its senior officer must file a written report with the wing commander covering each of the areas listed in subparagraph 4.d. above on each unit inspected. The report must be filed within 10 days after the inspection and must list all discrepancies found in each of the five areas. (See Atch 1).

f. Processing Reports—Discrepancy Validation. The wing commander must furnish a copy of the inspection report to the unit commander for comment and reply within 30 days. After reply or failure to do so, the wing commander will decide the validity of each

discrepancy validation to the unit commander giving a specific time for correction.

5. Loss of Aircraft/Flying Privileges on Repeat Discrepancies. If the unit's subsequent no-notice inspection produces a repeat, validated discrepancy the wing commander must reassign all corporate aircraft and prohibit all CAP flying in corporate and member-owned/furnished aircraft under CAPR 60-1. The National Commander on recommendation of the region commander may for good cause shown, grant a waiver or delay of loss of aircraft. After an appropriate time

period and for good cause, the wing commander may recommend the return of a corporate aircraft and/or restoration of flying privileges for the unit subject to approval of the region commander.

6. Record Keeping. Wing commanders must keep complete records of all inspections and replies for a period of 3 years.

7. Complaints. Decisions made and actions taken under this regulation are final and may not be the subject of a complaint under CAPR 123-2, *Complaints*.



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Attachment:
CAPF 85, No-Notice Inspection Report

NO-NOTICE INSPECTION REPORT
_____ WING

As required by CAPR 60-2, a No-Notice Inspection of the _____ unit was conducted on _____ by wing inspectors with the following report (attach additional paper if needed): (Date)

The unit's Flying Safety Program:

a. Discrepancies:

(1) _____

(2) _____

b. Comments and recommendations:

(1) _____

(2) _____

2. The unit's flight release procedures including the appointment and training of flight release Officers, and completion of CAPFs 99, CAP Flight Authorization Log:

a. Discrepancies:

(1) _____

(2) _____

b. Comments and recommendations:

(1) _____

(2) _____

3. Maintenance of unit's flying records including pilot records:

a. Discrepancies:

(1) _____

(2) _____

b. Comments and recommendations:

(1) _____

(2) _____

4. Maintenance and condition of the unit's assigned CAP aircraft:

a. Discrepancies:

(1) _____

(2) _____

b. Comments and recommendations:

(1) _____

(2) _____

5. Overall evaluation of regulatory compliance (CAPR 60-1 CAP Flight Management; CAPR 60-2 Safety and Regulatory Compliance —No Notice Inspection; and CAPR 62-2 Mishap Reporting and Investigation):

a. Discrepancies:

(1) _____

(2) _____

b. Comments and recommendations:

(1) _____

(2) _____

(Print or type name and rank.)
INSPECTION TEAM LEADER

(Date)

[Copy furnished to inspected unit commander for reply.]