



STAN-EVAL NOTES

CIVIL AIR PATROL VIRGINIA WING
UNITED STATES AIR FORCE AUXILIARY
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CAP Documentation: *(with contribution from Steve Hertz)* There is a joke that CAP stands for Complete ALL Paperwork – but it isn't a joking matter. Correct documentation is vital, because legal and insurance issues are at stake every single time a CAP member flies, whether as pilot or crew. There is a lot of wasted time and energy being expended by VAWG staff to correct paperwork that either has been done improperly or wasn't done at all. Flying in the CAP context requires more than just flying skills: it requires understanding CAP requirements and procedures. We are therefore asking you to redouble your efforts to ensure that pilots who come to you for a CAP Form 5 check flight understand the paperwork as well as they understand the airwork.

Here are the basics:

- For *any* flight or aircraft operation, the Aircraft Flight Time Log (the old "form 10") must be filled in prior to the flight, and then completed at the conclusion of the flight. Accuracy is essential. Mistakes in entered data or mathematical errors cause unbelievable grief. Pilots must create Aircraft Flight Time Log entries any time there is any operation that causes a change in Hobbs time or tach time. Even a taxi with no intent of flight requires an entry.
- Every flight or aircraft operation must be entered into WMIRS, and the data must match the data on the Aircraft Flight Time Log. Any differences between WMIRS and the Log will also cause unbelievable grief. As with the Log, any and every operation that changes Hobbs or tach time must go into WMIRS.
- Once the flight is complete, the mission number and mission symbol entered on the Aircraft Flight Time Log and WMIRS may not be changed for any reason. There are legal issues involved, so after the fact fudging is forbidden.
- Funded flying involves additional documentation, such as the VA Form 11. The data on the Form 11 must be consistent with the Log and WMIRS. If you fly a funded mission but don't buy fuel, you **MUST** still submit a Form 11 for zero dollars. And that must match what gets entered into WMIRS.

NCPSC: VAWG will conduct a National Check Pilot Standardization Course at Chesterfield on March 7, 2009. Check pilots must take the course every 4 years, and mission check pilots must take it at least once. If you need it, please sign up ASAP.

Instructor/Check Pilot List: The new list will be published in the next few weeks.

Next Issue: Please send suggestions to: avi8rix@gmail.com *(note new e-mail address).*