

- Send crew to flight line
- Send CAPF-104 packet to Operations Active Sortie in-box.

Applicable Forms/Items

- CAPR 39-1
 - CAPR 60-3
 - #2 Pencils
 - CAPR 60-1
 - Stapler – Extra
 - ICS-214 Unit Log
- Staples

Illness. Even a minor illness suffered in day-to-day living can seriously degrade performance of many piloting tasks vital to

safe flight. ... The safest rule is not to fly while suffering from any illness. If this rule is considered too stringent for a particular illness, the pilot should contact an Aviation Medical Examiner for advice.

Medications. Pilot performance can be seriously degraded by both prescribed and over-the-counter medications, as well as by the medical conditions for which they are taken. The FARs prohibit pilots from performing crewmember duties while using any medication that affects the faculties in any way contrary to safety.

Stress. Stress from everyday living can impair pilot performance, often in very subtle ways. Stress and fatigue (lack of adequate rest) can be an extremely hazardous combination.

Alcohol. Extensive research has provided a number of facts about hazards of alcohol consumption and flying. As little as one ounce of liquor, one bottle of beer, or four ounces of wine can impair flying skills.

Fatigue. Fatigue and lack of adequate sleep continue to be some of the most treacherous hazards to flight safety, as it may not be apparent to a pilot until serious errors are made.

IF THE PURPOSE OF THE FLIGHT IS	AND ON BOARD ARE	AND THE MISSION IS	AND THE AIRCRAFT IS	THEN MAY BE FLOWN BY	PILOT MAY BE REIMBURSED FOR	REFERENCE
Search and Locate	Pilot crewmembers, CAP members, Armed Services, Authorized Government Employees	A or B Reimbursed or Not Reimbursed	Corporate Owned	Private Pilot	Fuel, Oil, Supplemental Oxygen, Fluids, Lubricants, Servicing, Maintenance, Per Diem	Exemption 6771B
			Member Furnished	Private Pilot	In accordance with CAPR 173-3	Exemption 6771B
	C Reimbursed or Not Reimbursed	See Aerial Work Operations				
Other Passengers		A	Any	Private Pilot	Fuel, oil, airport expenditures, or rental fees	FAR 61.113(e)
		B or C Reimbursed	Any	Commercial Pilot or ATP	Any Expenses Authorized by CAP	FAR 119.1(e)(4)
		Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation 1997-23
Aerial Work Operations (Aerial imaging, radio relay)	Crewmembers (FAR 1.1)	Any	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation 1997-23
	Passengers or Non-CAP Property	Reimbursed	Any	Commercial Pilot or ATP	Any Expenses Authorized by CAP	FAR 119.1(e)(4)
		Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(a); FAR 61.113(c); FAR 119.1(e)(4); FAA Interpretation 1997-23
Transportation	Passengers or Non-CAP Property	A or Not Reimbursed	Any	Private Pilot	See Note 1	FAR 61.113(c); Interpretation 1997-23
				Commercial Pilot	Any Expenses Authorized by CAP	Exemption 6485
		B or C Reimbursed	Any	Not Authorized - Part 135	N/A	FAR 119.1

Note 1: Pilot may not pay less than the pro rata share of the operating expenses, provided the expenses involve only fuel, oil, airport expenditures, or rental fees **OR** pilot may not log flight time



Aircrew Flight Release Officer



**OREGON WING
CIVIL AIR PATROL**

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.A flight release is required for all CAP flight activities. Only flights released under these procedures are authorized CAP flight activities. For AFAM – USAF Assigned Missions a designated CAP incident commander is considered a flight release officer (FRO) without written designation otherwise required by this chapter. CAP aircraft are released on such missions using CAPF-104. The mission base flight release authorities will flight release all aircraft flown under the assigned mission number. This includes pre-positioning, employment, and de-positioning of aircraft, and travel to/from the mission base. The flight release procedure may involve a flight release by the mission base flight release authorities that is coordinated with an FRO familiar with the pilot's qualifications.

The FRO is responsible for authorizing a CAP pilot to fly as pilot-in-command in CAP aircraft on CAP flight activities. The FRO is expected to use his/her best efforts to verify appropriate information prior to giving a flight release, including reliance on information verbally provided by the CAP pilot requesting a flight release. The FRO is not a dispatcher and is not responsible for the actual conduct of the flight. **The FROs cannot release a flight on which they are the PIC, crew member, or passenger.**

Functional Checklist

- Verify crew has CAPF 104 Packet
- Sortie # Assigned
- Crew Uniforms suitable for CAPR 39-1, tasking and Weather
- PIC Qualifications
 - Current CAPF-5
 - Name on Authorized List from State Director
 - Current CAPF –91
 - Current Medical
 - Mountain or Overwater Certifications if applicable
 - Pilot has FAA Pilot Certificate in his possession
 - Pilot currency in aircraft
 - If IFR or Night—currency
 - If tasking requires Commercial/Class 2 Medical `
 - Commercial, Class 2 or
 - Tell pilot not to log flight
 - Weight and Balance within limits
- Verify Briefing completed
 - Weather and NOTAM check
- Flight Plan filed if applicable
- Crew Qualifications
 - CAPF 101 Card for each specialty
- For non CAP Passengers
 - CAPF-9
 - PLR Approval
- Sign both copies of CAPF-104
- Give crew their CAPF-104 portion of packet
 - 1 Copy CAPD-104
 - 1 Copy of Tasking Order
 - Debrief Summary
 - Aircrew Log
 - Highbird Log Sheet (for high bird)
 - Admin Sortie Summary
- Verify all applicable CAPF-104 cover sheet items are checked
- Remind PIC to brief crew prior to departure
- Remind crew of ETD time and importance of departing on-time
- Remind crew of Communications procedures
 - Mandatory Reporting
 - Lost Comm Procedures
- Remind the pilot to review the "I'M SAFE" card as mentioned in the Aeronautical Information Manual, Chapter 8,