TXWG/DO REQUALIFICATION & PILOT ONBOARDING REQUEST PROCESS

Maj Mark Hammack, TXWG/DO

FORWARD:

CAP NHQ and CAP-USAF have worked together to provide funding for pilots who have expired qualification to return to fly under the A24 mission symbol. This recurrency training is capped at three (3) hours per pilot. Pilots must demonstrate that their overdue status was due to extenuating circumstances beyond their control such as restriction from COVID-19, military deployment, or long-term illness.

CAP NHQ and CAP-USAF have also worked together to provide funding for the onboarding of new pilots under the A0 mission symbol. This funding will be used to provide minimum training for CAPF 70-5 check-ride preparation. Pilots needing High Performance or G1000 training will be provided funds to conduct this training IAW CAP Standards (CAPS71, 72, and 73). Pilots wishing to utilize this funding will require a current flight review. Pilots without a current flight review will need to seek training for a flight review before requesting funding.

Approval Chain:

1. Member pilots will:
   a. Ensure membership and pilot records are correct
   b. Ensure all online training has been completed
   c. Review CAPS 71-1 for overall program and specific syllabus requirements
   d. Request funding for *either* recurrency training (A24) or onboarding (A0)

2. Squadron Commanders or Operations Officers will submit validated requests for training to their Group Commander or Operations Officer for review and approval. Signed forms will be forward to Lt Col Matt Martin, TX WG/ADOV, for status tracking.

3. Pilots with authorized funding will then proceed with permitted flights. Each sortie will have a copy of the approval form attached in WMIRS. Note: Sorties should not be entered into the mission without an approval from Group or higher Command

4. After the flight is completed, the pilot will upload the following into the sortie before continuing onto any further business:

   a. Legible fuel receipt with vendor, tail number, gallons, price per gallon, and total price, with annotated mission number, sortie number, PIC name and CAP ID

   b. A copy of the syllabus with items performed marked clearly or initialed.

5. Any questions should be forwarded to Lt Col Matt Martin, TX WG/ADOV - Training (matt.martin@txwg.cap.gov)

MM 15 Dec 2020

TXWG A24 Training Request   DATE: _____

Print and fill this page. Submit to Group CC or Ops through your Chain of Command.

Pilot Name: _____   Date of last CAPF 70-5: _____

CAPID: _____   Date of last Flight Review: _____

Reason for expiration:

Approval for up to 3 hours of funded training.   [YES/NO]   Initials _____

Group CC or DO

Approved flying will follow CAPS 71-1 Return to Flight syllabus.

TXWG A0 Training Request   DATE: _____

Print and fill this page. Submit to Group CC or Ops through your Chain of Command.

Pilot Name: _____   CAPID: _____

Certificate Level: _____

Category: _____   Class: _____

Instrument Airplane [YES/NO]   Instructor Ratings: _____

Date of last Flight Review: _____   Instrument currency date: _____

Total flight hours: _____   Total ASEL hours: _____

Flight hours in last year: _____   Flight hours in last 90 days: _____

High Performance endorsement [YES/NO]

G1000 Hours: _____

Contact info (for questions)

Email: _____   Phone: _____

Someone from Group or Wing will contact you to discuss training needs prior to approval

Squadron CC Approval   Initials _____

Training Approval (Group CC or DO)

CAPS 71-1 Onboarding Syllabus (1.5 Hours)   [YES/NO]   Initials _____

CAPS 71-1 High Performance Syllabus.   [YES/NO]   Initials _____

CAPS 71-1 G1000 [VFR/IFR] Syllabus   [YES/NO]   Initials _____

A copy of this approval will be uploaded to each training sortie in WMIRS.