



MO WING SUPPLEMENT 1

CAPR 66-1

27 August 2014

Aircraft Maintenance

CIVIL AIR PATROL AIRCRAFT MAINTENANCE MANAGEMENT

CAPR 66-1, dated 25 April 2013, Includes Change 1, 31 July 2013 and Change 2, 11 July 2014, is supplemented as follows:

SUMMARY OF CHANGES.

Changes the frequency for removing flight logs and sending them to WG HQ to once a month.

Note: Shaded areas identify new or revised material.

4.a. Added. Airplane Manager. Each unit that has been assigned responsibility for operation and maintenance of a CAP Corporate aircraft shall designate an individual, with Wing concurrence, to be the Airplane Manager for that airplane. It is desirable, but not absolutely necessary, that the individual be a pilot or A&P mechanic who is familiar with aircraft systems and operation. The Airplane manager will be responsible for reporting and coordinating the following:

4.a.(1) Added. All flight logs will need to be removed after the last day of each month. These logs are to be checked for errors and sent to the Wing Administrator and the Operations Administrative Assistant.

4.a.(2) Added. Ensure there is a minimum of five (5) pages of new flight logs in the binder.

4.a.(3) Added. Keep spare sets of batteries for the GPS logger in the aircraft hangar labeled as such.

4.a.(4) Added. Keep cleaning supplies in the hangar (washing fluids, squirt bottles, approved window cleaner, paper towels, etc.).

4.a.(5) Added. Keep the maintenance log on the front of the aircraft information folder (AIF) up to date.

4.a.(6) Added. Keep the AIF up to date; report any issues with the aircraft to the Wing DO; perform an aircraft inspection annually.

4.a.(7) Added. Update CO detector, organize, and wash and wax aircraft twice (2) a year; once in the spring and once in the fall.

4.a.(8) Added. Do an annual check of the aircraft survival kit and document the last time it was inspected on the outside of the kit.

7.h. Added. Other Aircraft Maintenance. After every flight or end of multi-flight activity, the pilot in command shall ensure the windshield, leading edges, lift struts, engine cowl, spinner, horizontal and vertical stabilizers, landing gear struts and fairings are clean of insects and dirt and the cabin shall be cleaned of any trash when securing the aircraft for the day. Use aircraft compatible/non-corrosive cleaners and soft cloths. The aircraft will be mission ready before the PIC leaves the hangar.

9.f.(1) Added. Aircrew Survival Kit. The Aircrew Survival Kit installed in each corporate aircraft shall contain the following items:

Item	Qty	Item	Qty
MREs (Meal ready to eat)	3	Match Safe with matches	1
Emergency (Space) blankets	3	Compass	1
Signal mirror	1	Multi-function tool/knife	1
Survival manual FM-27	1	Water purification tablets	1 pkg.
First Aid kit	1	List of Contents & Inspection record	1

This kit is intended to support up to three persons. To provide its maximum support, this kit shall be inventoried annually, and replenished as required.

9.f.(2) Added. Personal Survival Kit. It is recommended that each crewmember have a personal survival kit on each flight. The kit may be one of several commercially available or one containing the following items:

<u>Minimum Recommended Personal Survival Kit Items</u>	
Multi-function tool (Leatherman like)	Chapstick and sun block, > SPF 30
Water container with water	Bar surgical soap or hand soap
Pocket compass	Small shelter
Match safe with Matches	Personal medicines
Plastic or metal container	Water purification tablets or filter
Sewing needles and thread	Small flashlight
Pen-gun and flares	Travel razor
Colored cloth or scarf for signaling	Small steel mirror
Flexible saw	Aluminum foil
Candle for heat and light	Small rope or cord

Due to limited space and weight capacity of some aircraft, each aircrew member is reminded to make his personal survival kit as compact and light as possible. Each kit should be weighed for aircraft weight and balance calculation purposes.

18. Added. Financial Accounting. All maintenance activity requiring expenditure of CAP funds shall be coordinated with the Wing Aircraft Maintenance Officer, Director of Operations, or Wing Commander. A Wing Purchase Order number or National Headquarters Control Number shall be obtained from one of the above officers before beginning work.

18.a. Added. Flying Hour Charges for Missouri Wing Corporate Aircraft. When MO

Wing Civil Air Patrol members use wing asset aircraft for pilot proficiency, the charges will be assessed based on the current rates listed on the MO Wing Website under the Operations Section. Members are responsible for paying for fuel on all "B" and "C" flights unless otherwise instructed by the Wing Director of Operations or Aircraft Maintenance Officer. Corporate fuel cards in the aircraft are to be used for "A" missions and any other mission authorized by the Wing Director of Operations or Aircraft Maintenance Officer. Corporate fuel cards are to be used for aircraft fuel and oil only unless authorized by the Wing Director of Operations or Aircraft Maintenance Officer.

19. Added. Consolidated Maintenance. When a MO Wing aircraft has required maintenance work to be performed, the pilot will obtain approval from the Wing Director of Operations or Wing Maintenance Officer before any reposition flight. If the aircraft is located at a facility that can correct the maintenance issue, notify the Wing Director of Operations or Wing Maintenance Officer who may grant approval for the repairs to be completed at that facility. The Wing Director of Operations or Wing Maintenance Officer will grant approval for the flight along with correct mission number to be used. Once the approval and mission number are obtained, the normal flight release procedures will be followed.

19.a. Added. Aircraft drop off for Maintenance Work. Once it has been reported to the Director of Operations or Wing Maintenance Officer an aircraft needs to have maintenance work performed, the pilot will obtain an approval to reposition the aircraft to the consolidated maintenance facility or other required maintenance facility as laid out paragraph 19. above. To drop off an aircraft the pilot delivering needs to print off the squawk sheets for WMIRS, leaving this with the maintenance personnel. If the aircraft is dropped off while the maintenance facility is closed leave the squawk sheet in the aircraft pilot's seat. In addition, tie down the aircraft to the ramp and leave the keys at the FBO.

19.b. Added. Aircraft pick up after Maintenance Work. Once it has been reported that aircraft maintenance work has been completed, the Director of Operations or Wing Maintenance Officer will be notified. At that time an approval to reposition the aircraft to its home base will be obtained as laid out paragraph 19. above. When the pilot arrives at the aircraft, that pilot will make sure squawk sheet reflects appropriate details outlining what and how the repairs were fixed. Physically look over the maintenance work that was performed on the aircraft. If the work is in question the pilot needs to immediately notify the Director of Operation or Wing Maintenance Officer for further direction. Also, the pilot is to ensure a copy of the aircraft logbook entry is with the Aircraft Information Folder (AIF). Finally, if the aircraft is picked up after a 100 hour inspection insure maintenance has provided you a case of oil and filter for the mid-cycle oil change

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