

TAB C-1: EMERGENCY SERVICES		
	ITEM	REFERENCE
1.	<p><u>MANNING:</u></p> <p>a. Has the wing commander appointed a Director of Emergency Services (DOS) in writing?</p> <p>b. Does the wing DOS have any assistants? If yes, explain the duties, responsibilities and qualifications of each assistant.</p> <p>c. Has the wing DOS completed the Emergency Services Specialty Track training? If yes, please provide documentation for all certifications.</p>	<p>CAPR 20-1 page 25</p> <p>CAPR 20-1 Fig 9</p> <p>CAPR 50-17 and CAPP 213</p>
2.	<p><u>EMERGENCY SERVICES PLANNING & COORDINATION:</u></p> <p>a. Has the wing published additional guidance to CAPR 60-3?</p> <ul style="list-style-type: none"> • If yes, please provide copies of all additional guidance and approvals from higher headquarters as required. <p>b. Does the wing have any current, approved MOUs with its state or local agencies? When was it (they) last updated and/or reviewed?</p> <ul style="list-style-type: none"> • If so, please provide copies of the MOU(s) along with the approval documentation. If not, please provide a copy of the required statement of reasons you sent through channels to the National Commander. <p>c. Are the commander and operations personnel knowledgeable of the responsibilities and capabilities of the primary and secondary SAR/DR agencies? Has the wing established contact with the primary SAR/DR agencies in its area? Have any local agreements and joint operating procedures been formulated?</p> <ul style="list-style-type: none"> • If yes, provide documentation of contact and established procedures. 	<p>CAPR 60-3 Para 1-3</p> <p>CAPR 60-3 Para 5-3b(1)</p> <p>CAPR 60-3 Para 6-2a and 7-4</p> <p>CAPR 60-3 Para 6-2b</p>
3.	<u>ALERTING PROCEDURES:</u>	

	<p>a. Does the wing ensure that responsible wing personnel can be contacted at any time by the Air Force Rescue Coordination Center (AFRCC), Air Force National Security Emergency Preparedness (AFNSEP) Office, state emergency response agencies or other organizations that may require CAP services?</p> <ul style="list-style-type: none"> • Explain how this is accomplished. <p>b. Is an accurate status of corporate equipment (i.e. ground vehicles, aircraft, radios, airborne video equipment, etc) readily available to incident commanders (ICs)?</p> <p>c. Does the wing maintain a current alert roster of ES personnel and equipment, and has it been forwarded to all agencies as required (CAP/DO, State Agencies, etc.)?</p> <p>d. If yes, please provide a copy</p> <p>d. What method is used to alert wing personnel and ensure that accurate mission data is disseminated (i.e. fax, e-mail, voice mail, etc.)? Please explain.</p> <p>e. Have standardized kits been provided for all ICs?</p> <ul style="list-style-type: none"> • Please provide a copy of a current kit. 	<p>CAPR 60-3 Para 1-4a(1)</p> <p>CAPR 60-3 Para 1-4b(5)</p> <p>CAPR 60-3 Para 1-4a(1)</p> <p>CAPR 60-3 Para 4-3</p> <p>CAPR 60-3 Para 1-4b(9)</p>
<p>4.</p>	<p><u>EMERGENCY SERVICES TRAINING:</u></p> <p>a. Does the wing have current documentation on all ES qualified personnel and trainees (CAPFs 100 and supporting documentation)?</p> <p>b. Are renewals, re-qualifications of expired specialties and transfers from other wings being handled IAW national directives?</p> <p>c. Is a CAP Form 91 used to evaluate each mission pilot during initial checkout and subsequent required evaluations?</p> <p>d. Have training requirements and training been coordinated with other staff agencies?</p> <ol style="list-style-type: none"> 1) Please provide documentation to demonstrate this coordination and outline what training has been accomplished since the last inspection. 2) Are training missions properly requested and approved via the CAP Form 10 IAW CAPR 60-3 procedures? 	<p>CAPR 60-3 Para 1-4b(4) and 2-2</p> <p>CAPR 60-3 Para 2-4, 2-5 and 2-6</p> <p>CAPR 60-1 Para 3-9</p> <p>CAPR 60-3 Para 1-4b(3)</p> <p>CAPR 60-3 Para 3-5c</p>

<p>5.</p>	<p><u>MISSION RECORDS:</u></p> <p>a. Are complete records pertaining to each authorized mission maintained for at least seven years at wing headquarters?</p> <p>b. Are requests for reimbursement filed correctly and within a timely manner in accordance with current regulatory requirements?</p> <ul style="list-style-type: none"> • Who is authorized to sign block 12B of the CAPF 108? 	<p>CAPR 60-3 Para 1-18</p> <p>CAPR 173-3 Para 2b(1)</p> <p>CAPR 173-3 Para 2b(2)</p>
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