



HEADQUARTERS  
CIVIL AIR PATROL ALASKA WING  
UNITED STATES AIR FORCE AUXILIARY  
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4 September 2014

RE: Alaska Wing CI Finding 04, C-1 Operational Mission Management 17 Sep 2011

Finding:

Mission records are not being maintained as required by CAPR 60-3 para 1-21.:

Action Plan:

The action plan outlined below is based on consultation with the National IG, the Region IG, the Pacific Region Commander, the CAP-USAF PLR Commander, the CAP Director of Operations and the Director of the Alaska Rescue Coordination Center.

Background:

The Alaska Wing's Air Force Assigned Missions (AFAM's) are dispatched and executed in a manner that differs from similar missions conducted in the contiguous 48 states. The Air Force maintains a Rescue Coordination Center at Joint Base Elmendorf Richardson in Anchorage specifically for the State of Alaska.

In a typical search scenario, the Alaska RCC contacts an Alaska Wing unit or units and requests resources from the unit or units. The RCC also opens a mission in WMIRS so that a mission number is assigned and the crews have a repository for mission information. Most typically, if response is required from more than one unit, a member of the Operations staff at the Wing becomes involved. Once these units' are resources are requested by the RCC, the unit responds with their capability and availability.

If the unit is able to respond to the mission request, the RCC briefs the crew members on the search objective and mission task, whether that be an electronic search for an ELT, a route search for an overdue party or a grid search for an extended mission. At this point, the crew has the option to accept or decline all or part of the mission depending on the conditions, the crew and aircraft capabilities.

Once the crew accepts all or part of the mission, standard CAP protocol is followed for executing the mission such as ORM, crew briefings, initial CAPF104 data entry, flight release, etc. Flight Release Officers are CAP FRO's. Control of the mission execution rests with the CAP crew and is not abdicated to the RCC.

Significant differences exist between conventional CAP mission recordkeeping and that of the Alaska Wing in the area of mission planning and logs. In the Alaska mission scenario, the RCC generates its own action plan, analogous to our ICS IAP. This plan is not available to the Alaska Wing but is maintained by the RCC in accordance with Air Force policies. Similarly, the RCC keeps its own mission logs and debriefs the crews after each assignment.

CAP crews are required to complete their CAPF104 and submit CAPF108's (e108's) at the end of their

assignment, normal CAP processes.

This approach to mission planning and execution has been highly effective and has worked very well for the Alaska RCC, the Alaska Wing and the CAP organization as a whole. The Alaska Wing has a well deserved reputation for executing challenging missions safely and with a high level of effectiveness.

Additionally, the Alaska Wing has demonstrated its ability to apply CAP standard mission planning and execution practices during several Air Force Observed Exercises, OPS Evals, and has received grades of Excellent or Highly Successful on all of these evaluations in recent memory.

#### Plan of Action:

In order to more closely mirror the standard operations of the rest of the CAP organization, the Alaska Wing proposes to modify its mission management practices as follows:

1. When the RCC requests mission resources from the Alaska Wing, the RCC will also contact a mission alert officer, a CAP IC, and brief them on their requirements and the mission objective.
2. The alert officer will prepare an ICS Form 201, Incident Briefing, and upload this form in the WMIRS mission records.
3. The alert officer, or their designee, will monitor the activities of all involved CAP resources and will get updates from the RCC on mission progress.
4. At the conclusion of the mission, the RCC provides a mission summary outlining the CAP resources utilized on the mission. This summary will be uploaded to the mission records in WMIRS. An example of this mission summary is attached to this document.

Upon acceptance of the proposed plan of action, within 60 days, the Alaska Wing will implement the process outlined above. The 60 days will allow dissemination of the new procedures and provide an opportunity to brief the changes at the Alaska Wing Conference held in early October.

//SIGNED//  
Douglas Staats, Col, CAP  
Commander  
Alaska Wing