



obtain approval for its supplement or operating instruction to CAPR 60-3 IAW CAPR 60-6 para 1-3

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02 Does the wing maintain a current wing alert roster? (Not applicable for regions)

a) Does the wing maintain a current wing alert roster in WMIRS?

b) Is it updated at least annually, as major changes occur or as directed by the NOC?

Compliance is determined by a review of data in WMIRS beforehand.

(a, b, c) Lookup WMIRS Alert Roster for the wing and cross check each member against the WMIRS OPS-ES quals lookup using the IC3 filter.

(Discrepancy): [xx] (C1 Question 02a) Wing failed to ensure alert roster was maintained IAW CAPR 60-3 para 1-5b(1).

(Discrepancy): [xx] (C1 Question 02b) Wing Alert Roster is not updated annually IAW CAPR 60-3 para 1-5b(1)(a).

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03 Are all records pertaining to each authorized mission loaded into WMIRS?

See the Documentation page on the CAP National website.

Compliance is determined by a review of records uploaded into WMIRS and electronic records maintained at the Wing/Region HQ.

NOTE: All missions will be evaluated using sample size. When sample size exceeds 20, use trending (see in-brief sample size/trend slide).

NOTE: Inspector will provide the wing/region a list of missions reviewed. Heavy emphasis needed for type M (AFRCC), 1

(Discrepancy): [xx] (C1 Question 03) Wing/Region Mission records are not maintained IAW CAPR 60-3 para 1-21.

NOTE:

- A Discrepancy should only be used for a trend in mission records.
- Missing a few random documents that cannot be recreated should be documented with an AoC.
- Give details of the trend including types of missing documents, number of missing documents in how many folders. Specific mission numbers may be included.

(1st AF), T (Training) and C (Corp) missions.

NOTE: Verify locally maintained (not WMIRS) records are destroyed as required. When records are not destroyed properly, see D-4 Question 7.

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05 Has the wing/region developed a comprehensive annual Operations Training Plan? Was it submitted to the CAP-USAF Liaison Region via WMIRS by 31 July for the following fiscal year?

Compliance is determined by a review of Operations and Training plans uploaded into eServices>Operations>Training Plan.

(Discrepancy): [xx] (C1 Question 05) Wing/Region failed to submit an Operations and Training Plan for FYxx IAW CAPR 60-3 para 1-7. NOTE: Give dates.

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06 Has the wing assessed the need for a Critical Incident Stress Management (CISM) Team to help implement the CAP CISM program?

a) If wing elects to have a team, review the wing documentation listing the team POC.

Wing will provide documentation (i.e. MFR signed by the wing commander) that the assessment of the need for a CISM team was completed. If the wing elected to not have a CISM team, then documentation of the assessment is all that is required.

a) If wing elects to have a team, review the wing documentation listing the team POC.

(Discrepancy): [xx] (C1 Question 06) Wing failed to complete an assessment of the need for a Critical Incident Stress Team (CIST) IAW CAPR 60-5 para 3g.

(Discrepancy): [xx] (C1 Question 06a) Wing/Region Commander has not established a point of contact for the Critical Incident Stress Team IAW CAPR 60-5 para 6b.

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07 If the wing/region participates in Counterdrug missions, are all personnel supporting law enforcement sensitive missions properly screened and current?

Compliance is determined by a review of the CD Achievement Report for participants listed in missions in WMIRS. Note: All missions will be evaluated using sample size. When sample size exceeds 20, use trending.

(Discrepancy): [xx] (C1 Question 07) Personnel assigned to conduct wing/region CD missions were not properly screened prior to participating in the assigned mission IAW CAPR 60-6 para 2-2c.

