

E-3 INSPECTOR GENERAL

Summary

Discrepancies Repeats

Staffing

Position - Inspector General (IG) held position:

Year(s)

Month(s)

Inspector General Specialty Track:

Mission and Staffing Notes

<u>Y/N/R/NA</u>	<u>Topic/ Detailed Question</u>	<u>How to verify compliance</u>	<u>Discrepancy Write up</u>	<u>Notes</u>
01	Has the Wing IG completed required training? a) IGC & Tech Rating b) Annual Refresher Training	a) Provide copy of screen shot from e- Services showing IGC & Tech completion. b) Provide copy of screen shot from e- Services showing completion of annual refresher training.	(Discrepancy): [xx] (E3 Question 01a) Wing IG has not completed training IAW CAPR 20-1, para 8.3. (Discrepancy): [xx] (E3 Question 01b) Wing IG has not completed annual refresher training IAW CAPR 20-1 para 8.1.4.	
03	Is the Wing IG single billeted?	Review e-Services and verify the Wing IG is not double- billeted.	(Discrepancy): [xx] (E3 Question 03) Wing IG is not billeted IAW CAPR 20-1 para 7.7.1.	

05 Are Sub-Unit compliance inspections conducted within the maximum 27 months as required?	Download and complete the "Review_E-3_SUI_Report_Dates.xlsx" file found in the Team Info Folder Files.	(Discrepancy): [xx] (E3 Question 05) Wing failed to ensure Sub-Unit compliance inspections were conducted within the maximum 27 months as required IAW CAPR 20-3 para 9.5. NOTE: List each subordinate unit affected.
07 Are Sub-Unit compliance inspections completed IAW CAP regulations?	a) Provide listing of qualified Sub-Unit compliance inspection team inspectors from eServices Member reports for IG Course Completion.	(Discrepancy): [xx] (E3 Question 07a) Sub-Unit inspections were not conducted with at least two qualified inspectors IAW CAPR 20-3 para 9.6.1.
a) Were Sub-Unit compliance inspection inspections conducted with at least two qualified inspectors?	b) Review Sub-Unit compliance inspections and any re-accomplished Sub-Unit compliance inspections.	(Discrepancy): [xx] (E3 Question 7b) Subordinate unit graded Ineffective did not receive a re-inspection IAW CAPR 20-3 para 9.15.
b) Did each unit receiving an overall grade of Ineffective receive another Sub-Unit compliance inspection within 180 days of the original inspection?		
09 Are Sub-Unit compliance inspection discrepancies closed within 5 months as required?	Review DTS files for Sub-Unit compliance inspections that took more than 5 months to close all discrepancies. Add to the "Review E-3 SUI Report Dates" spreadsheet the DTS Close Date for the most recent inspection.	(Discrepancy): [xx] (E3 Question 09) Wing failed to ensure DTS items were closed within 5 months as required IAW CAPR 20-3 para 9.13. NOTE: List each subordinate unit affected.
10 Were IGAs billeted correctly?	Review e-Services and verify that IGAs were not also assigned as a commander, vice commander, or chief of staff at any level.	(Discrepancy): [xx] (E3 Question 10) Wing IGAs are not billeted correctly IAW CAPR 20-1 para 7.7.2.

11 Were all applicable SUI sections inspected IAW CAPR 20-3?

Review sampling of SUIs taken from eServices. Review SUI reports and commander's dash board for IG information.

(Discrepancy): [xx] (E3 Question 11) All applicable TAB areas were not inspected during SUI IAW CAPR 20-3 paras 7.2.4, 9.4.

