

A-1 AEROSPACE EDUCATION

Questions

Type	#	Topic/Detailed Question	How to verify compliance	Discrepancy Write up	How to Clear
CI	01	a Did the wing complete an AE POA ? b Was the AE POA submitted by required deadline?	Wing will submit copy of the most recent AE POA. Compliance is determined by reviewing materials submitted by the wing.	(Discrepancy): [xx] (A1 Question 01a) Wing failed to consolidate an annual AE POA IAW CAPR 50-1 para 10. (Discrepancy): [xx] (A1 Question 01b) Wing failed to submit the AE POA by required deadline IAW CAPR 50-1 para 10	Attach a copy of the AE POA to the discrepancy in the Discrepancy Tracking System (DTS). For an AE POA that was submitted past the deadline, complete a Plan of Action (POA) and upload to the Discrepancy Tracking System (DTS).

CI	02	Does the wing advance the CAP external AE program?	Wing will submit examples of cooperative events with either schools and/or community organizations (Explorer/Boy Scouts/Brownie/Girl Scouts, 4-H, etc.) which resulted in the promotion of Aerospace Education for the last two years. Note: If unable to provide examples, then provide documentation of attempts to establish cooperative events to promote Aerospace Education.	(Discrepancy): [xx] (A1 Question 02) Wing Failed to advance the CAP external AE program IAW CAPR 50-1, para 6.	Attach a copy of examples to promote external AE to the discrepancy in the Discrepancy Tracking System (DTS).
CI	03	a Did the wing complete an AE Annual Activity Report? b Was the AE Annual Activity Report submitted by the required deadline?	Wing will submit copies of the last two AE Annual Activity Reports that were forwarded to CAP/AE.	(Discrepancy): [xx] (A1 Question 03a) Wing failed to complete an annual AE Annual Activity Report IAW CAPR 50-1 para 11. List missing year(s). (Discrepancy): [xx] (A1 Question 03b) Wing failed to submit Annual Activity Report by required deadline, IAW CAPR 50-1 para 11	Attach a list of activities to the discrepancy in the Discrepancy Tracking System (DTS). For an AE Activity Report that was submitted past the deadline, complete a Plan of Action (POA) and upload to the Discrepancy Tracking System
CI	04	Does the wing advance the CAP internal AE program?	Wing will provide a list of AE activities for the last two years which resulted in the promotion of Aerospace Education within CAP.	Discrepancy: [xx] (A1 Question 04) Wing failed to advance the CAP internal AE program, IAW CAPR 50-1, para 5.	Attach a list of activities to the discrepancy in the Discrepancy Tracking System (DTS).

CI	05	Are AEOs and assistants, assigned to the duty position, at wing and lower units, enrolled in the AE specialty track, unless they have already achieved the AE master rating?	Wing will provide a list of AEOs enrolled in the AE specialty track from Member Reports.	Discrepancy: [xx] (A1 Question 05) Wing failed to enroll AEOs in the AE specialty track, IAW CAPR 50-1, para 7.2. and IAW CAPR 35-1 1-2(b)	Wing will attach a list of enrollees to the discrepancy in the Discrepancy Tracking System (DTS).
SUI	02	Does the unit have an internal Aerospace Education program?	Unit will submit examples of AE events (presentations, workshops, other activities, etc) agendas which will include date and topic presented, activity done, etc.	(Discrepancy): [xx] (A1 Question 02) Unit failed to have internal Aerospace Education efforts, IAW CAPR 50-1 para 5.	Attach a copy of examples to promote internal AE to the discrepancy in the Discrepancy Tracking System (DTS).

SUI	03	Does the unit have an external Aerospace Education program?	Unit will submit examples of cooperative events with either schools or community organizations, such as civic or youth groups, which resulted in the promotion of Aerospace Education. NOTE: If unable to provide documentation then provide documentation of attempts to establish cooperative events to promote Aerospace Education.	(Discrepancy): [xx] (A1 Question 03) Unit failed to have external Aerospace Education efforts, IAW CAPR 50-1 para 6.	Reference CAPP 50-1 for suggestions. Accomplish cooperative events with either schools or community organizations which result in the promotion of Aerospace Education. Attach a copy of documentation of the activities with the school or community organization which promoted Aerospace Education to the discrepancy in the DTS. Attach a plan of action, approved by Unit/CC, to prevent reoccurrence to the discrepancy in the DTS.
SUI	04	Did the unit complete an AE Annual Activity Report IAW CAP regulations? b Was the AE Annual Activity Report submitted by the required deadline?	Unit will submit a copy of the AE Annual Activity Report.	(Discrepancy): [xx] (A1 Question 04a) Unit failed to complete an AE Annual Activity Report, IAW CAPR 50-1 para 11. (Discrepancy): [xx] (A1 Question 04b) Unit failed to submit Annual Activity Report by required deadline, IAW CAPR 50-1 para 11	a Complete an AE Annual Activity Report for the missing year. Attach a copy of the unit AE Annual Activity Report to the discrepancy in the DTS. b For an AE Activity Report that was submitted past the deadline, complete a Plan of Action (POA) and upload to the Discrepancy Tracking System (DTS).

SUI	05	Are AEOs assigned to the duty position enrolled in the AE specialty track, unless they have already achieved the AE master rating?	Unit will provide a list of AEOs enrolled in the AE specialty track from Member Reports.	Discrepancy: [xx] (A1 Question 05) Unit failed to enroll AEOs in the AE specialty track, IAW CAPR 50-1, para 7.2. and IAW CAPR 35-1 1-2(b)	Unit will attach a list of enrollees to the discrepancy in the Discrepancy Tracking System (DTS).
SUI	06	Did the AEO and the commander discuss future AE activities for the upcoming year?	AEO will provide notes or audio/video record of discussion between AEO and CC about future AE activities.	(Discrepancy): [xx] (A1 Question 06) Unit failed to provide documentation of discussion of future AE activities, IAW CAPR 50-1, Attachment 4.	Attach a copy of the documentation to the discrepancy in the Discrepancy Tracking System (DTS).