

B-1 CADET PROGRAMS

Summary

Discrepancies Repeats

Staffing

Position - Deputy Cmdr for Cadets position held:
Cadet Programs Specialty Track:

Year(s)

Month(s)

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>
05	Does the unit have at least two graduates of the Training Leaders of Cadets program assigned?	eServices > Member Reports > TLC Progression	(Discrepancy): [xx] (B1 Question 05) The unit failed to provide its Cadet Program with at least two graduates of the Training Leaders of Cadets program IAW CAPR 60-1, 2.3.2.4.	
06	Has the unit adopted a set of annual goals? a) Are the goals specific and measurable? b) Does the document indicate that goals are being reviewed quarterly?	Squadron uploads unit's goals document to eServices. (a & b) Review goals document.	(Discrepancy): [xx] (B1 Question 06) The unit has not adopted a set of annual goals IAW CAPR 60-1, para 4.2. (Discrepancy): [xx] (B1 Question 06a) Unit goals are not specific and measurable IAW CAPR 60-1, para 4.2.1.	

(Discrepancy): [xx] (B1 Question 6b) Unit goals are not being reviewed quarterly IAW CAPR 60-1, para 4.2.2

07 Are squadron meetings guided by a written schedule?

a) Do squadron meetings fulfill the minimum monthly content requirements?

Provide the SUI team with schedules for the previous three months of weekly meetings.

Examine the schedules provided by the unit

(Discrepancy): [xx] (B1 Question 07) Squadron meetings have not been guided by a written schedule IAW CAPR 60-1, para 4.3.2.4. (Discrepancy): [xx] (B1 Question 07a) Squadron meetings do not fulfill the minimum monthly content requirements IAW CAPR 60-1, para 4.3.2.2.

08 Does the unit offer at least one “Saturday” activity per month, on its own or in cooperation with another unit?

Visit unit website and review web calendar.

(Discrepancy): [xx] (B1 Question 08) The squadron is not offering at least one weekend cadet activity per month, on its own or in cooperation with another unit IAW CAPR 60-1, 4.3.3.

12 Does the unit maintain a web-based calendar of cadet activities?

Visit unit website.

(Discrepancy): [xx] (B1 Question 12). The unit does not maintain a web-based calendar of cadet activities IAW CAPR 60-2, 2.6.2

13 Did the unit obtain proper authorization for all high adventure activities (HAAs) in the past two years ?

Visit unit website, examine unit calendar

(Discrepancy): [xx] (B1 Question 13). The unit conducted a high adventure activity (HAA) during the previous two years but did not retain a properly authorized CAPF 60-82 IAW CAPR 60-2, 2.7.3.3.

14 Does the school squadron have on file a CAPF 60-88 MOU endorsed by CAP and the school administration?

Is the MOU current?

Was it endorsed fewer than 36 months ago?

Unit uploads the completed CAPF 60-88 to eServices (IG report upload section) prior to the SUI's start. Examine the endorsement date on the signed CAPF 60-88.

(Discrepancy): [xx] (B1 Question 14) The unit was unable to show that it has a current CAPF 60-88 MOU endorsed by CAP and the school administration IAW CAPR 60-3, 6.5. The unit's CAPF 60-88 MOU with the school is outdated. The version on file is dated [xx], which is [xx] months beyond the maximum 36 months' duration IAW CAPR 60-3, 6.3.

