

**HEADQUARTERS**  
**GEORGIA WING, CIVIL AIR PATROL**  
Auxiliary of the United States Air Force  
Building 931  
1501 First Street  
Dobbins ARB, Georgia 30069-4112

**TRAINING PLAN**  
**NUMBER 07-2**

**7 JULY 2007**

I. **PURPOSE:** The purpose of this plan is to outline expectations for all participants for this one and one-half day CAP search & rescue exercise. The exercise will enable the GAWG staff to evaluate the capability of its members and to determine what additional training and equipment may be needed.

II. **GENERAL:**

A. **Exercise Planning Staff:** The Exercise Planning Staff will be responsible for all behind-the-scenes planning & distribution for the overall exercise scenario. Lt. Col. Lynn McCracken (C) 229 347-0366 will be in charge of the Exercise Planning Staff.

B. **Command Post Staff:** The Command Post Staff will conduct all aspects of the incident including management, investigation, air and ground assignments, briefings & debriefings, radio communications; ensuring common safety procedures are followed, and conducting on-the-job training as much as practicable while managing the exercise. The scenario presumes that all necessary ICS staff positions will be filled by prior arrangement or by volunteers selected from on-scene participants. The exercise IC and staff will be held responsible for all incident paperwork during their shift. The **Newnan Command Post telephone number**, active only between the hours listed below, will be                     .

C. **Location/Date:** This one and one-half day exercise will be conducted in **two operational periods**. The first Operational Period will be from **1700-2100 on Friday, 13 July 2007**. The second from **0730** until operations are completed on Saturday afternoon **14 July 2007**, approximately **1700**. The Incident Base & Command Post will be located **at the Newnan-Coweta County Airport (CCO), Newnan, GA**. Air & Ground Operations will be conducted from this location. Weather backup date is Sunday, 15 July 2007.

D. **Reporting Time:** The Exercise Planning and Command Post Staff will report for duty at **1700 Friday, 13 July 2007**, and not later than **0700 Saturday morning, 14 July 2007**. All other participants should report not later than 0730 on Saturday. An Operational Period Briefing will begin at 0800 on Saturday. All other resources should call the Newnan Command Post with their availability after **1700 Friday, 13 July 2007**.

E. **Remote Assignments:** Many aircrews, UDF teams, and ground teams will be dispatched from their home locations to an assignment relatively nearby, In all cases, sign-in, a formal briefing, sortie number, and release must be received prior to launch.

F. The **CAP mission number** for this exercise is: **07-T-5816**.

G. **ICP Assignments** will be pre-arranged or will be made after check-in is completed daily from sign-up sheets that will be placed near the check-in station at the command post for each operational period. Persons interested in working in specific tasks/jobs should contact an exercise planning staff member prior to the exercise, or **sign up** for that position(s) on the list. This includes base staff positions, aircrews, and search teams at Newnan. No more than two (2) trainees may be assigned to any staff position at a time.

H. ICS Incident Command Post staff positions that may be filled by attendees for each operational period:

- Safety Officer
- Information Officer
- [Operations Section Chief](#)
- [Logistics Section Chief](#)
- Other positions as deemed necessary by the Incident Commander, such as, Staging Area Manager, Logistics Section Member, and Liaison Officer, etc.
- [Planning Section Chief](#)
- Resource Unit Leader
- Situation Unit Leader
- [Finance/Administration Section Chief](#)

### III. **SCENARIO:**

A. GROUND & AIR – The scenario will involve disaster assessment missions as well as visual and electronic search assignments.

### IV. **RESOURCES:**

A. All qualified CAP members are invited to participate. Everyone should arrive prepared to work and learn in a field environment. Each individual is required to supply his or her own transportation, lodging, and messing. Each individual should have the minimum equipment required for their job/position at the incident base for use during both day and night activities. Call the Newnan Command Post with your availability after **1700 Friday, 13 July 2007**.

B. **All participants shall check-in immediately upon arrival** having all necessary documentation in their possession, ready for review by the staff. Search Team Leaders shall ensure all their members and vehicles (if applicable) are signed in.

***EVERYONE is required to check-out at the Command Post or Resources Unit prior to leaving for ANY reason!!***

C. All CAP participants must have a current CAP identification card, a CAPF 101 card, and a signed Specialty Qualification Training Record (SQTR) and applicable Task Guides for the applicable E. S. training specialties (if needed). Senior members must have completed Level I and CPPT training. Pilots intending to fly must have all required documentation in their possession, including a current CAPF 5, CAPF 91 (if mission pilot qualified), log book, pilot's license and current medical certificate.

V. **FINANCE:**

A. Each participant is responsible for his/her own expenses related to this exercise.

B. CAP REIMBURSEMENT PROCEDURES: All CAP personnel desiring reimbursement for authorized expenses (*fuel, oil, & communications costs only*) must submit a properly completed CAP Form 108 (APR 07) with original receipts to arrive at the address below by **21 July 2007**.

CAP Exercise  
P. O. Box 2224  
Warner Robins, GA 31099-2224

VI. **GROUND OPERATIONS:**

A. GROUND SEARCH: The primary goal will be to respond to the scenario and tasking provided by the Command Post Staff. Search Teams will consist of a minimum of four people. Search teams, task forces, and strike teams will be assembled and dispatched to accomplish assignments as they become available. ***Unless directed otherwise, expect to be dispatched by phone or radio from your home station.*** Call the Command post early and let them know you are available so a sortie can be generated.

B. Each individual participating in this exercise as a search team member going into the field as a Ground Team Leader/Member is expected to have and wear a "24-hour pack" during the assignment. This pack shall contain equipment and supplies to keep the individual safe and effective in the field equivalent to the NASAR SAR TECH II "Minimum Personal Equipment List" or the equipment listed in CAP Task No. O-0001 in the "Ground and Urban Direction Finding Team Tasks" list. The intent of this paragraph is not to require each individual to have a specific equipment inventory, but to ensure everyone carries a personally useful set of equipment while in the field. The final decision regarding what is considered minimally adequate gear will be left to the discretion of the Team Leader and the Incident Safety Officer. Additional team equipment may be added at the discretion of the Team Leader.

C. All search team participants will wear an orange safety vest at all times in forested/wilderness areas when outside of the command post, base camp, and vehicle parking areas as well as when working along or crossing roadways to improve individual visibility and safety.

D. *Each driver will be responsible for refueling the vehicle as necessary.*

E. CAP Corporate vehicles will be used to the maximum extent possible during this exercise. Member owned vehicles may be used at the discretion of the Incident Commander, if adequate Corporate vehicles are not available.

F. Drivers of CAP Corporate vehicles must have a CAPF 75, CAP Motor Vehicle Operator Identification Card and a valid driver's license in their possession.

## VII. CAP AIR OPERATIONS:

A. AIRCREW: The primary goal will be to respond to the scenario and tasking provided by the Command Post Staff. This will require one or two qualified aircrews to be dedicated to support airborne communications (relay or airborne repeater) as needed. Assignments for additional aircrew members MAY include flying grid searches; electronic searches to locate the source of an ELT signal, airborne photography/video/relay and radio and no-radio air/ground lead-ins as required to meet scenario tasking. Each aircrew should have a digital camera and the associated equipment needed to edit and transmit digital pictures following each sortie. There will be inbound tasking for all aircraft designated to come to Newnan. All aircrew and aircraft must be signed-in prior to remote assignment or upon arrival at the Newnan Airport. ***Unless directed otherwise, expect to be dispatched by phone or radio from your home station.*** Call the Command post early and let them know you are available so a sortie can be generated.

B. Aircrews utilizing CAP aircraft MUST BE RELEASED by the IC or Operations Section Chief (OSC) available at (C) [229 347-0366](tel:229-347-0366). Email requests may be sent in advance to [es1@gawg.cap.gov](mailto:es1@gawg.cap.gov). Inbound tasked sorties conduct your sortie as briefed, and then land at [KCCO](#). You cannot fly under this mission number unless the IC, OSC, or AOBBD releases you! Park as directed. *The Operational Period Briefing will begin promptly at 0800 hours.*

C. If weather conditions prevent flight operations on Saturday, the weather backup date will be [Sunday, 15 July 2007](#).

D. [All pilots should be prepared to pay for fuel and oil after each flight.](#)

E. Corporate aircraft will be used to the maximum extent possible during this exercise. Member owned aircraft may be used, at the discretion of the Incident Commander, if adequate corporate aircraft are not available. Flight Operations will be conducted from the [Newnan-Coweta County Airport \(CCO\)](#), [Newnan, GA](#) and other airports around the state. Pilots bringing Corporate aircraft to the incident base shall assure that the following items are in the aircraft:

1. Airworthiness Certificate and evidence of the date of the last annual, 100 hour and 50 hour inspections and oil changes
2. Aircraft registration certificate
3. Current FCC, and if appropriate, CAP radio station licenses
4. Weight and balance data
5. Fire extinguisher
6. First aid kit
7. Survival kit
8. Wheel chocks and tie-down ropes
9. All appropriate and required placards
10. All appropriate and required checklists

F. Pilots should have in their possession, in addition to the documents specified above:

1. A current Atlanta and Jacksonville sectional chart
2. Flight navigation material and equipment; and if available
3. A Georgia Aeronautical chart or equivalent

G. Observers, Scanners, and Observer/Scanner Trainees, in addition to the applicable documents specified above, should have in their possession:

1. An Atlanta and Jacksonville sectional chart, which need not be current
2. Navigation equipment
3. Binoculars

H. If weather conditions prevent flight operations on Saturday, the weather backup date will be **Sunday, 15 July 2007**. All participants should be prepared for any weather conditions.

I. Non-CAP members are NOT authorized to fly aboard CAP aircraft during this exercise.

J. Keys to all aircraft signed into the incident will be given to the Flight Line Supervisor upon exiting the aircraft, or the Air Operations Branch Director immediately upon check-in. The aircrew should remember to record the sortie flight times before departing the aircraft, as this information is needed for the debriefing.

#### VIII. **LOGISTICS:**

A. Each person is responsible for his/her own transportation to/from the Incident Base. Maximum use of CAP vehicles will be made to transport search crews/teams to & from their assignments when necessary. Depending on the number of participants and corporate vehicles available, non-corporate vehicles may be used to transport personnel during the exercise, at the Incident Commander's discretion.

B. Meals will be the responsibility of each individual. Food will be at each person's discretion and expense. Any other messing arrangements made will be announced at the operational period briefing.

C. The host unit has appointed **Lt. Col. Louis Williams** as Project Officer to coordinate all local matters required to make this exercise a success. The Project Officer's phone number is: **(C) 770-328-8653** and email is [skyking@charter.net](mailto:skyking@charter.net) .

D. **COMMUNICATIONS:** The Incident Communications Center and Message Center will be set up and run from or near the Command Post. Communications equipment should be set up and tested not later than Friday evening. The Communications Unit Leader will coordinate local tactical call-sign assignments as necessary. Radio Operator trainees are encouraged and welcome to participate. An airborne radio relay capability may be established if deemed necessary. HF and VHF radio relay stations around the state will be utilized. See the Communications Plan for frequencies and incident contact information. As communications requirements are always fluid, be prepared for changes in the Communications Plan.

E. **GPS DATUM:** All GPS's used in this exercise should be set to map Datum WGS 84. All coordinates will be based upon this datum.

## IX. SAFETY:

### A. SAFE INCIDENT ACCOMPLISHMENT IS OUR TOP PRIORITY!

B. Safety is everyone's responsibility. All hazardous conditions should be brought to the Safety Officer's attention immediately.

C. Vehicle operators and each pilot-in-command shall assure that all occupants in the vehicle are using available safety belts, and shall assure that the vehicle is operated in a safe and lawful manner.

D. Ticks and other insects are active year-round. Everyone going into the field is encouraged to take appropriate precautions.

E. No open fires are allowed except in pre-approved locations.

F. All search team participants will wear an orange safety vest at all times in forested/wilderness areas when outside of the command post, base camp, and vehicle parking areas as well as when working along or crossing roadways to improve individual visibility and safety.

G. Only aircrew preparing to depart or having just arrived, and those personnel assigned to the flight line staff should be on the flight line. Incident base staff may be permitted on the flight line, as their duties require, at the discretion of the Flight Line Supervisor.

H. The aircraft commander shall assure that the aircraft is not started until released and approval is obtained from the Flight Line Supervisor or his designee.

I. Aircraft shall be tied down during periods of high or gusting winds or as directed by the Flight Line Supervisor to insure safe operations.

## X. CONTINGENCIES:

A. If weather conditions prevent flight operations on Saturday, the weather backup date will be Sunday, 15 July 2007.

B. In the event an actual mission occurs during the exercise, the Command Post Staff will be responsible for deciding how to best respond to the incident, assignment of additional staff, and how to allocate available resources.

RICHARD WILLIAMS, Lt. Col., CAP  
Incident Commander  
Georgia Wing, Civil Air Patrol  
(C) 478-960-1166  
es1@gawg.cap.gov

# REFERENCES

## **CAP REFERENCES:**

- A. CAPM 39-1, Uniform Manual
- B. CAPR 52-10, Cadet Protection Policy
- C. CAPM 60-1, CAP Flight Management
- D. CAPR 60-3, CAP Emergency Services Training and Operational Missions
- E. CAPR 60-5, Critical Incident Stress Management
- F. CAPR 62-1, CAP Safety Responsibilities and Procedures
- G. CAPR 62-2, Mishap Reporting and Investigation
- H. CAPR 77-1, CAP Vehicles
- I. CAPR 100-1, Vol. I, Communications
- J. CAPR 100-3, Radiotelephone Procedures
- K. CAPR 173-3, Payments for CAP Support
- L. CAP National – Mission Base Staff Reference Text; Vol I - ICS
- M. CAP National – Mission Base Task Guides
- N. CAP National - Ground Team Member and Leader Reference Text
- O. CAP National - Ground and Urban Direction Finding Team Task Guides

## **OTHER REFERENCES:**

- A. ICS 420-1, Field Operations Guide
- B. ICS 230-2, ICS Forms Manual
- C. ICS 220, Incident Commander Position Manual
- D. ICS Position Checklists
- E. ICS Position Job Aids
- F. ICS Position Descriptions and Responsibilities (NFES 2433)
- G. NASAR - SAR TECH II “Minimum Personal Equipment List”