

ADMINISTRATIVE PREFLIGHT CHECKLIST

1. FLIGHT RELEASE OBTAINED WITH FLIGHT RELEASE OFFICER PRIOR TO FLIGHT.
2. PILOT MEETS ALL REQUIREMENTS OF CURRENT CAPR 70-1, AS AMENDED.
3. PILOT QUALIFIED FOR FLIGHT:
 - a. HAS CURRENT CAPF 70-5 ON FILE FOR AIRCRAFT TYPE AND CATEGORY.
 - b. HAS CURRENT CAPF 70-91 ON FILE FOR MISSION PILOT, OR IS A MISSION TRANSPORT PILOT, IF ACTUAL MISSION.
4. PILOT AND FLIGHT CREWMEMBERS POSSESS THE FOLLOWING REQUIRED PERSONAL DOCUMENTS:
 - a. FAA PILOT'S LICENSE AND MEDICAL DOCUMENTS, AS REQUIRED (PILOT ONLY).
 - b. CAP MEMBERSHIP CARD (ALL CAP MEMBERS).
 - c. CAPF 101 (IF APPLICABLE).
5. PREFLIGHT PLANNING COMPLETED AS PER FARs, INCLUDING WEATHER BRIEFING, CURRENT VFR / IFR CHARTS AS REQUIRED AND WEIGHT AND BALANCE COMPUTED AND IS VERIFIED WITHIN LIMITS FOR THIS FLIGHT.
6. FLIGHT PLAN FILED OR USING FLIGHT FOLLOWING IF FLYING MORE THAN 50 NM FROM DEPARTURE AIRPORT.
7. CHECK AMRAD FOR MALFUNCTIONS WHICH COULD AFFECT SAFE FLIGHT, AND THEN COMPLETE AIRCRAFT FLIGHT TIME LOG (TACH AND / OR HOBBS, MISSION NUMBER ETC.).

IMPORTANT TELEPHONE NUMBERS

| | NAME | PHONE |
|--|--------------------------|----------------|
| UNIT SAFETY OFFICER | _____ | _____ |
| UNIT / WING MAINTENANCE OFFICER | _____ | _____ |
| UNIT / WING OPERATIONS OFFICER | _____ | _____ |
| WING AIRCRAFT MAINT. OFFICER | Lt. Col. Jerry Rosendahl | 651-785-8911 |
| WING DIRECTOR OF OPERATIONS | Maj. Patrick Wolfgrath | 763-218-3036 |
| WING / REGION SAFETY OFFICER | Capt. David Winters | 612-325-3516 |
| WING VICE COMMANDER | Lt. Col. Paul Pryor | 651-200-7770 |
| WING COMMANDER | Col. William Hienz | 612-618-2857 |
| REGION COMMANDER | Col. John O'Neill | 573-433-1233 |
| NATIONAL OPERATIONS CENTER | CAP-NOC Duty Officer | (888) 211-1812 |