



Civil Air Patrol



Pacific Region Suspense Calendar

Lt Col Traci Scott
Pacific Region Chief of Staff

5 October 2019



PCR SUSPENSE CALENDAR



- **Posted on PCR Website**

- pcr.cap.gov

- **Resources**

- **Miscellaneous Documents**

- **Easy viewing by months**

- **Description of how to submit requirements**

- **Reminders to Wing/CS**

 REGION SUSPENSE CALENDAR Updated 4 October 2019			
	7	Unaplain/CDI Activities Report (Jul-Dec)	Completed in eServices/Chaplain Corp Reports
	15	Squadron of Distinction Wing Nomination	Emailed to Region Commander
	31	Aerospace Education Plan of Action	Completed in eServices/AE Squadron POA
	31	Personnel Atuhorization-Staff (YY-01)	Completed in eServices/Duty Assignment
	31	Personnel Atuhorization-Committee (YY-02)	Completed in eServices/Duty Assignment
FEBRUARY			
	1	Annual Award Nomination (Of The Year)	Emailed to PCR DP
	28	Annual Safety Day/ORM Briefing	Completed in eServices/SIRS/Log Safety Ed
	28	Annual Public Affairs Plan of Action	Emailed to PCR PAO (Google Documents)
	28	Wing Crisis Communication Plan	Emailed to PCR PAO (Google Documents)
MARCH			
	31	Annual Non-Discrimination Briefing	Wing completion emailed to PCR/CS
APRIL			
	1	Wing Annual Communications Plan	Emailed to PCR/DC
MAY			
	1	Annual Historian Report CAPP5	Emailed to PCR Historian
JULY			
	7	Chaplain/CDI Activities Report (Jan-Jun)	Completed in eServices/Chaplain Corps
	15	Wing Operations Training Plan	Completed in eServices
SEPTEMBER			
	15	Appoint Cadet Advisory Council Reps	Completed in eServices/Duty Assignment
	30	Finance Authorization CAPF 172	Emailed to Wing Administrator/FM
OCTOBER			
	1	Unit Budgets for Next Fiscal Year	Emailed to Wing Administrator/FM
	20	Contributed Facilities and Utilities CAPF 174	Completed in eServices/ORMS
	20	Commander's Financial Disclosure CAPF 171	Completed in eServices/Commander's Corner
NOVEMBER			
	12	Congressional Report for Legislative Day	Completed in eServices/Government Relations
	30	Inventory - Aircraft	Completed in eServices/ORMS
	30	Inventory - Vehicle	Completed in eServices/ORMS
	30	Inventory - Communications	Completed in eServices/ORMS
	30	Inventory - Supplies/Equipment	Completed in eServices/ORMS
	30	Inventory - Real Property	Completed in eServices/ORMS
	30	Upload Real Property Documents	Completed in eServices/ORMS
DECEMBER			
	15	Unit Commander OTY Award CAPF 120	Emailed to PCR DP
	15	Wing Annual SUI Plan of Action	Emailed to PCR IG
	31	Aerospace Education Activity Report	Completed in eServices
Monthly:			
	8	Vehicle and Aircraft Usage Reporting	Completed in eServices and WMIRS
	Last Day of Month	Safety Briefing	Completed in eServices



JANUARY



- Chaplain/CDI Activities Report (Jul – Dec)
 - eServices/Chaplain Corp Reports

Reports

Home > Reports > Reports

Chaplain Corps Reporting Reports

***Report**
Form 34

***Region**
PCR-001

***Wing**
 All Wings
 AK-001
 CA-001
 HI-001
 NV-001
 OR-001
 PCR-001
 WA-001

Members of Selected Wings

-- Entire Wings --
 AK-000 Falsey, James E
 AK-001 Bottjen, Kevin Eugene
 AK-001 Porter, Brian H
 AK-022 Kyser, Diane J
 AK-071 Ellison, Lawrence J
 AK-072 Wiseman, Eric J
 AK-087 Behenna, William M
 CA-001 Harris, Robert W
 CA-001 Sturgill, Kenneth W

Returning reports for 151 members
Adjust filters below

Report Period 01 Jul 2019 - 31 Dec 2019

Form Type Chaplain CDI

Display Format Details Report Summary Wing Summary

Report Format PDF Word

Submit



JANUARY



• Personnel Authorizations

- Staff is YY-01
- Committee YY-02
- eServices Duty Assignments
- Paper PA only needed for those assignments
NOT listed in eServices

Menu Search eServices

eServices > Duty Assignment > Modules > Assign Senior Duties

Search with CAPID, Person's Name, or Charter

349806 - Col Jon L. Stokes

Col Jon L. Stokes's Duties	Assignment	Unit	Date Assigned
Commander	Primary	PCR-001	14 Dec 2016
Click to view Member's Past Duties			

Select Duty Position

*Unit
PCR-PCR-001

*Functional Area
--Select--

*Duty Position
--Select--

*Date Assigned
29 Sep 2019

*Assignment Type
 Primary
 Assistant
 Temporary

Submit Clear

• Squadron of Distinction Nominations

- Emailed to Region Commander



JANUARY



• Aerospace Education Plan of Action

- eServices/AE Squadron POA

• Compliance

- Wing POA Report
- POA Status Reporting

AE Unit POA Submission	
About	AE POA and Activity Report > Plan of Action > Unit POA Report
Instructions	Civil Air Patrol Unit AE POA Report
CAP Helpdesk	
Plan of Action	Fiscal Year: <input type="text" value="--Select--"/>
Unit POA Report	
View Unit POAs	
Group POA Report	
Wing POA Report	
Status Reporting	
Activity Report	
Unit Activity Report	
View Unit Activity Report	
Group Activity Report	
Wing Activity Report	



FEBRUARY



- Annual Award Nominations (Of The Year)
 - CAPF 120
 - Emailed to PCR/DP

RECOMMENDATION FOR DECORATION		DATE	
TO: (National, Region, Wing, or Group)		FROM: (Originating Organization and Address)	
1. RECOMMEND INDIVIDUAL/UNIT INDICATED BE AWARDED: <input type="checkbox"/> Silver Medal of Valor <input type="checkbox"/> Bronze Medal of Valor <input type="checkbox"/> Distinguished Service Medal <input type="checkbox"/> Exceptional Service Award (Approved by Region) <input type="checkbox"/> Meritorious Service Award (Approved by Region) <input type="checkbox"/> Commander's Commendation Award (Approved by Wing, Region or National) <input type="checkbox"/> Achievement Award (Approved by Group) <input type="checkbox"/> Certificate of Recognition for Lifesaving (Approved by Wing or Region) <input type="checkbox"/> Unit Citation Award <input type="checkbox"/> Other:			
2. PERSONAL DATA (Data Required for Individual Award)			
LAST NAME, FIRST NAME, AND MIDDLE INITIAL		CAPSN	GRADE
UNIT NAME AND CHARTER NUMBER		WING	
3. UNIT DATA (Data Required for Unit Citation)			
UNIT NAME AND CHARTER NUMBER		WING	
4. INCLUSIVE DATE(S) OF ACT, ACHIEVEMENT, OR SERVICE (Required for all awards)			
FROM _____		TO _____	
5. PREVIOUS AWARDS AND DECORATIONS (List previous CAP awards and dates below:)			
6. JUSTIFICATION			
COMPLETE ITEM 6 ON THE REVERSE SIDE OF THIS FORM			
REQUESTED BY	SIGNATURE OF FLIGHT OR SQUADRON COMDR	FLIGHT OR SQUADRON	DATE
APPROVED	SIGNATURE OF GROUP COMMANDER	GROUP	DATE
APPROVED	SIGNATURE OF WING COMMANDER	WING	DATE
APPROVED	SIGNATURE OF REGION COMMANDER	REGION	DATE

CAP FORM 120, DEC 08 *Previous editions may be used.*



FEBRUARY



- Annual Safety Day/ORM Briefing
 - eServices/SIRS

- Compliance
 - SIRS
 - Safety Reports
 - Safety Day/ORM Report

eServices

Log Safety Education Completions

Home

Home

Safety Education

Education Validation
Log Safety Education
Online Education
FAA Courses
AOPA Courses

Mishap Management

File New Mishap(1)
Update New Mishap(2)
Manage Mishap Report
Statement Entry
Mishap Worksheet

Reports

Member Search
Mishap/Form 5 History
Reports

Suggestions

Make A Suggestion /
Report a Hazard

Media / Resources

Beacon Archives
Regulation(R62-1)
Regulation(R62-2)
Tutorials

	Date Completed	Subject	Briefing Type	Entered By
Update	09 Sep 2019	SEP 2019 PCR CMD STAFF SE BRIEFING	CAP In-Person Safety Education	Kenneth W Parris
Update	08 Jul 2019	COV TIRE SAFETY	Other - Electronically	Jon L Stokes
Update	07 Jul 2019	EARTHQUAKE PREPAREDNESS	Other - Electronically	Jon L Stokes
Update	03 Jun 2019	PROTECTION FROM SUN EXPOSURE	CAP In-Person Safety Education	Kenneth W Parris
Update	20 May 2019	SUMMER SAFETY	CAP In-Person Safety Education	Traci Scott

1
2
3
4
5

***Safety Education**

***Subject/Title:**

max. 0/50 characters

***Date Completed**

Does this education meet the annual ORM familiarization requirement?

Yes No

Is this your Annual Safety Day?

Yes No

*Denotes Required Fields Enter By CAPID

ONE REGION • ONE MISSION • ONE CIVIL AIR PATROL

7



FEBRUARY



- Wing Public Affairs Plan of Action
AND
- Wing Crisis Communication Plan
 - eServices/PA and Crisis Plans

Public Affairs and Crisis Plans Entry

*Select Organization

PCR-PCR-001

*Select Plan Type

--Select--

*Select File to Upload (Adobe PDF or Word Documents ONLY)

Choose File no file selected

*Was last year's plan implemented?

Yes No

*What were the results for each goal?

Submit

Plan Type	Year	Status	CC Approved	CC Comments	NHQ Approved	NHQ Comments	Last Year's Plan Implemented
Crisis Plan	2017	Complete	Yes		Yes	Very solid document.	No



MARCH



- Annual Non-Discrimination Briefing
 - Non-Discrimination briefing on PCR website
 - Resources
 - Video/Media Collection
- Emailed to PCR Chief of Staff

CIVIL AIR PATROL
SENIOR MEMBER PROFESSIONAL DEVELOPMENT PROGRAM DIRECTOR'S REPORT

Submit this form immediately after completion of the school or course in accordance with reporting instructions in CAPR 50-17, *CAP Senior Member Professional Development Program*. This form provides information for training record updates and for training awards and promotions. Forward this form through the wing commander for signature (see *NOTE 1*) or mail or fax the completed form directly to:

NHQ CAP/DP
E-mail: LMMEFORMS@CAPNHQ.GOV
105 South Hansell Street, Building 714
Maxwell AFB AL 36112-6332
Phone: Toll free 877-227-9142, ext 210
Fax: 334-953-4262

Check the course that applies. NHQ CAP/DP will only credit students with the course(s) checked on this form.

Foundations Course and Cadet Protection CLC
 Foundations Course Only RSC
 Cadet Protection Only NSC
 SLS Other

Date(s) of Training: 2020 Nondiscrimination Briefing

Wing: PACIFIC REGION STAFF Location: PCR WEBSITE

PLEASE TYPE/PRINT CLEARLY. CAPID NUMBER AND MEMBER'S SIGNATURE ARE ESSENTIAL IN ORDER FOR NHQ CAP/DP TO ENSURE MEMBERS RECEIVE PROPER CREDIT FOR THE COURSE.

	NAME	CAPID	CHARTER NO.	SIGNATURE
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

_____ DIRECTOR'S SIGNATURE _____ WING COMMANDER'S SIGNATURE

NOTE 1: Wing commander's (or designee's) signature is required for processing SLS and CLC completion and credit.
NOTE 2: For all courses, send a copy of the CAPF 11 to the wing/region professional development officer (if required by wing/region policy).

Local reproduction of this form is authorized.

CAP FORM 11, JUL 09 PREVIOUS EDITIONS WILL NOT BE USED AFTER 31 AUG 09 OPR/ROUTING: PD
 (If needed, continue on reverse.)



APRIL



- **Wing Annual Communications Plan**
 - Emailed to Region Director of Communications



MAY



- **Annual Historian Report**

- Emailed to Region Historian
- Guidance CAPP 5, Written History Self-Study Guide



JULY



- Chaplain/CDI Activities Report (Jan - Jun)
 - eServices/Chaplain Corp Reports

Reports

Home > Reports > Reports

Chaplain Corps Reporting Reports

***Report**
Form 34

***Region**
PCR-001

***Wing**
 All Wings
 AK-001
 CA-001
 HI-001
 NV-001
 OR-001
 PCR-001
 WA-001

Members of Selected Wings

-- Entire Wings --
 AK-000 Falsey, James E
 AK-001 Bottjen, Kevin Eugene
 AK-001 Porter, Brian H
 AK-022 Kyser, Diane J
 AK-071 Ellison, Lawrence J
 AK-072 Wiseman, Eric J
 AK-087 Behenna, William M
 CA-001 Harris, Robert W
 CA-001 Sturgill, Kenneth W

Returning reports for 151 members
Adjust filters below

Report Period 01 Jul 2019 - 31 Dec 2019

Form Type Chaplain CDI

Display Format Details Report Summary Wing Summary

Report Format PDF Word

Submit



JULY



- Wing Operations Training Plan
 - eServices/Operations/TrainingPlan

- Compliance
 - Training Plan Status

Training & Flying Plan

About	Home	
Sample Tutorials CAP Helpdesk	Plan Year 2018	Wing/Region PCR
Modules	Load Training & Flying Plan	
Commander's Intent Requirements Goals, Objectives & Tasks SUI Planning Proficiency Flights Orientation Flights AFROTC O-Flights AFJROTC O-Flights Flight Evaluations Training Budget	<h3 style="margin: 0;">2018 Training & Flying Plan for Pacific Coast Region</h3> <ul style="list-style-type: none"> ✓ Commander's Intent Submitted ✓ Requirements Submitted ✓ Goals, Objectives & Tasks Submitted ✓ SUI ✓ Proficiency Flights ✓ Orientation Flights ✓ Flight Evaluations ✓ Training Budget Submitted 	
Admin	Status: Approved	
Approvals (0) Training Plan Status	Approved at the region by: 349806 – Col Jon L. Stokes on 06 Jun 2017 at 20:49:52 CDT	
Planning Tools	Approved at the liaison region by: 582874 – Kevin Cummings on 25 Jul 2017 at 14:44:21 CDT	



SEPTEMBER



- Appoint Cadet Advisory Council Reps
 - eServices/Duty Assignment

Menu Search eServices

eServices > Duty Assignment > Modules > Assign Senior Duties

Search with CAPID, Person's Name, or Charter

🔍 🔗

349806 – Col Jon L. Stokes

Select Duty Position

*Unit
PCR-PCR-001

*Functional Area
--Select--

*Duty Position
[Empty dropdown]

*Date Assigned
29 Sep 2019

*Assignment Type
 Primary
 Assistant
 Temporary

Col Jon L. Stokes's Duties	Assignment	Unit	Date Assigned
Commander	Primary	PCR-001	14 Dec 2016

[Click to view Member's Past Duties](#)



SEPTEMBER



- Finance Authorization, CAPF 172
 - Emailed to Wing Administrators

Consolidated Finance Authorizations

Effective Date 1-Oct-14
 Region/Wing/Unit Sample Unit

A. The following have authority to approve invoices on behalf of the above region/wing/unit. Additional approval by the finance committee through Sertifi is required for all region/wing expenditures in excess of \$1,500 and for all credit card payments regardless of amount. Unit finance committees must approve all expenditures in excess of \$500. (CAPR 173-1 Para 6i)

Approval Authority Name/Position	Type of Expenditures to Approve	Amount
<i>Example: S. Johnson/Transportation officer</i>	<i>Vehicle Maintenance Expenditures</i>	<i>Up to \$500</i>

B. The following items are recurring expenses for the above region/wing/unit and do not require further approval for payment: (CAPR 173-1 Para 9a(6), 9b(6), 9c(7))

Vendor Name	Purpose (please use the drop down box)	Mo/Qtr	Amount (\$1,500 or less for region/wing; \$500 or less for unit)
<i>Example: Sample Airport</i>	<i>Hangar Rent</i>	<i>Mo</i>	<i>\$150.00</i>

C. The following individuals are authorized to use the corporate credit card in accordance with CAPR 173-1 Para 20a and 20b: (if none, indicate NONE in the first line)

Name:	Credit card description:	Credit limit:
<i>Example: J Smith, Commander</i>	<i>Chase Bank Credit Card</i>	<i>\$5,000.00</i>
<i>Example: Aircraft N9999</i>	<i>MultiService Fuel Card</i>	<i>\$2,000.00</i>

D. The following are authorized to make transfers between bank accounts of the above wing as indicated below: (N/A for units) (CAPR 173-1 Para 11o)

Name:	Account or type of transfer:	Amount not to exceed:
<i>Example: J Jones, Director of Finance</i>	<i>Unit Proficiency Drafts</i>	<i>\$1,500</i>

Region/wing finance committee authorization form must be submitted through Sertifi.



OCTOBER



• Contributed Facilities and Utilities, CAPF 174

- eServices/ORMS
 - Real Property
 - Add/View Real Property

eServices > **Operational Resource Management System (O.R.M.S)** > Real Property > Add/View Real Property

Add New Real Property
 Exclusive Use of the Facility
 +If you store items and don't share the space with someone else you have exclusive use
 +If you meet in a school, church, FBO, fire department, armory, etc. , one night per week and you don't have any locked rooms only your unit uses, then you don't have exclusive use.
 Yes No

If you do not meet at any location, check this checkbox and provide an explanation

Location

*Address 1 *City *Zip Code
 Address 2 *State
 *Facility Owner Facility Owner Address is the same as Location Address
 *Facility Owner Address 1 *Facility Owner City *Facility Owner Zip Code
 Facility Owner Address 2 *Facility Owner State

Real Property Documentation (Lease, rental agreement, Memorandum for Record, etc...)?
 Yes No

Pay Rent?
 Yes No

If you are not sure about the Lease and Rent questions, please check this checkbox
 Unknown

• Unit Budgets

- Emailed to Wing Administrators



OCTOBER



• Commander’s Financial Disclosure, CAPF 171

- eServices/Commander’s Corner

eServices > Commander's Corner > Modules > Form 171 Submission

Unit Commander's Financial Disclosure Statement

In accordance with CAPR 173-1, paragraph 30b, I hereby certify that as of 04 Oct 2019, any and all unit checking and savings funds of

are on deposit with the Wing in the Wing Banker Program.

I also certify:

Wing has been notified of any other unit funds, such as CDs or other investments, if any exist.

All unit funds, if applicable, have been submitted to Wing as prescribed in CAPR173-1.

• Compliance

- Member Reports

- Form 171 Completion Report



NOVEMBER



• Inventory

- Aircraft
- Vehicle
- Communications
- Supplies/Equipment
- Real Property
- Upload Real Property Documents

• eServices/ORMS

• Compliance

• ORMS

• Reports

➤ Annual Inventory Status Report

eServices > Operational Resource Management System (O.R.M.S)

Aircraft al Resource Management System. Please select a link from the navigation at left.

- Search Aircraft
- Conduct Inventory
- Search Checklists

Comm Gear

- Search Comm Gear
- Conduct Inventory
- Revalidate Ind. Issues
- Add New Comm Gear

Supplies and Equipment

- Search Supplies and Equipment
- Conduct Inventory
- Revalidate Ind. Issues
- Add New Supplies and Equipment

Real Property

- Add/View Real Property
- Conduct Inventory

Vehicles

- Vehicle Search
- Conduct Inventory

Informational Items
[Turned In Items](#)



NOVEMBER



- Congressional Report for Legislative Day
 - eServices/Government Relations

Legislative Day Submission Form eServices

About This Application	Home > Modules > Submit Article
Overview	Dear Wing Commanders,
Modules	It is time to prepare your submission for your wing's 2018 customized handout for Legislative Day. The Legislative Day template provided on eServ submit a photo and an article for these handouts. The article should highlight a high-profile mission performed by your wing, and/or provide an overview of significant accomplishments in aerospace education, cadet programs, disaster relief, emergency services and community service during the previous year. The template is available by clicking on this instructions link. Please review the samples, which will help guide your decision-making in determining the best one to use for your wing or to review what was provided for your wing last year, go to https://www.cap.news/wing-reports/ .
Documentation	<p>The deadline for completing the template is Monday, November 5, 2018.</p> <p>Please contact Julie DeBardelaben jdebardelaben@capnhq.gov or Dan Bailey dbailey@capnhq.gov if you have any questions.</p> <p>Sincerely,</p> <p>Paul Gloyd HQ CAP Assistant Chief Operating Officer 877.227.9142 ext. 248</p> <p>National Commander Maj Gen Mark E Smith</p> <p>Region Commander Col Jon L Stokes <input type="checkbox"/> Click here to change Region Commander</p> <p>Wing Commander N/A <input type="checkbox"/> Click here to change Wing Commander</p> <p>Wing PCR-PCR</p> <p>*Government Relations Advisor Enter all or part of a CAPID or name and click the search button. <input type="text"/> <input type="button" value="Search"/></p>
Instructions	* Denotes Required Fields



DECEMBER



- Unit Commander Of The Year
 - Emailed to PCR/DP

RECOMMENDATION FOR DECORATION		DATE	
TO: (National, Region, Wing, or Group)		FROM: (Originating Organization and Address)	
1. RECOMMEND INDIVIDUAL/UNIT INDICATED BE AWARDED: <input type="checkbox"/> Silver Medal of Valor <input type="checkbox"/> Bronze Medal of Valor <input type="checkbox"/> Distinguished Service Medal <input type="checkbox"/> Exceptional Service Award (Approved by Region) <input type="checkbox"/> Meritorious Service Award (Approved by Region) <input type="checkbox"/> Commander's Commendation Award (Approved by Wing, Region or National) <input type="checkbox"/> Achievement Award (Approved by Group) <input type="checkbox"/> Certificate of Recognition for Lifesaving (Approved by Wing or Region) <input type="checkbox"/> Unit Citation Award <input type="checkbox"/> Other:			
2. PERSONAL DATA (Data Required for Individual Award)			
LAST NAME, FIRST NAME, AND MIDDLE INITIAL		CAPSN	GRADE
UNIT NAME AND CHARTER NUMBER		WING	
3. UNIT DATA (Data Required for Unit Citation)			
UNIT NAME AND CHARTER NUMBER		WING	
4. INCLUSIVE DATE(S) OF ACT, ACHIEVEMENT, OR SERVICE (Required for all awards)			
FROM _____ TO _____			
5. PREVIOUS AWARDS AND DECORATIONS (List previous CAP awards and dates below:)			
6. JUSTIFICATION			
COMPLETE ITEM 6 ON THE REVERSE SIDE OF THIS FORM			
REQUESTED BY	SIGNATURE OF FLIGHT OR SQUADRON COMDR	FLIGHT OR SQUADRON	DATE
APPROVED	SIGNATURE OF GROUP COMMANDER	GROUP	DATE
APPROVED	SIGNATURE OF WING COMMANDER	WING	DATE
APPROVED	SIGNATURE OF REGION COMMANDER	REGION	DATE

CAP FORM 120, DEC 08 Previous editions may be used.



DECEMBER



- **Wing Annual SUI Plan of Action**
 - Emailed to PCR/IG



DECEMBER



- **Annual Safety Survey**
 - **Obsolete Requirement**
 - **New Requirement for 2021**



DECEMBER



- **Aerospace Education Activity Report**

- eServices/AE POA and Activity Report

Unit Activity Report

About

AE POA and Activity Report > Activity Report > Unit Activity Report

- [Instructions](#)
- [CAP Helpdesk](#)

Plan of Action

- [Unit POA Report](#)
- [View Unit POAs](#)
- [Group POA Report](#)
- [Wing POA Report](#)
- [Status Reporting](#)

Activity Report

- [Unit Activity Report](#)
- [View Unit Activity Report](#)
- [Group Activity Report](#)
- [Wing Activity Report](#)

Civil Air Patrol
Unit AE Activity Report

Fiscal Year:

- **Compliance**

- Wing Activity Report



MONTHLY



- Vehicle Usage Reporting

- eServices/ORMS

- Compliance

- ORMS

- Reports

➤ Vehicle Usage Monthly

No Entry

*Date
09/2019

Use highlighted date for current entry

Field ID: 98004 Year: 2015
 Owner: PCR-PCR-001 Make: Dodge
 VIN: 1C4SDJFT5FC743085 Model: DURANGO
 Occupants: 5 Type: 4X4 SUV/Pickup

Note: Enter Number of Hours (rounded up)
There was no data found for the vehicle 98004 on 09/2019.

	Admin	Cadet Activities	Mission Support	Other	Grand Total
No. Times Used:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
No. Hours Used:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
*Odometer Reading:	<input type="text" value="0"/>				

Description:

Form 73 Upload (PDF or Word):
 no file selected

Form 73 Uploaded for the selected vehicle (One Year)

File	Date Added
Form73_2018-07-01.pdf View File	07 Aug 2018 09:26:52
Form73_2018-06-01.pdf View File	03 Jul 2018 17:39:44
Form73_2018-05-01.pdf View File	05 Jun 2018 14:12:09
Form73_2018-04-01.pdf View File	03 May 2018 14:44:57
Form73_2018-03-01.pdf View File	03 May 2018 15:04:11
Form73_2018-02-01.pdf View File	28 Feb 2018 23:19:18

To save a file to your computer, right click (Ctrl + Click) the View File link and choose Save Target As.
 If you are having trouble opening files in Internet Explorer: Go to Tools --> Internet Options, Click the Advanced Tab, Scroll down to the Security section, and make sure that the Do not save encrypted pages to disk is CHECKED



MONTHLY



- Safety Briefings

- eServices/SIRS

- Compliance

- SIRS

- Reports

➤ Safety Briefings Wing
Summary Report

Log Safety Education Completions eServices

Home

Home

Safety Education

Education Validation
Log Safety Education
Online Education
FAA Courses
AOPA Courses

Mishap Management

File New Mishap(1)
Update New Mishap(2)
Manage Mishap Report
Statement Entry
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1
2
3
4

***Safety Education** ***Subject/Title:**

***Date Completed**

max. 0/50 characters 29 Sep 2019

Does this education meet the annual ORM familiarization requirement?
Is this your Annual Safety Day?

Yes No

 Yes No

*Denotes Required Fields Enter By CAPID



SUSPENSE TIPS



- **Do not wait until the last minute**
- **Contact Region counterpart for assistance**
- **Ensure chain of command is aware of status and information on the submission**



QUESTIONS?