



HEADQUARTERS  
TEXAS WING CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
553 Terry Crawford Drive  
Nacogdoches, TX 75964

1 September 2013

MEMORANDUM FOR TEXAS WING DOS

FROM: TXWG/CC

SUBJECT: Texas Wing Policy Letter on Emergency Services Training and Qualifications

1. Texas Wing no longer enforces a paper-form submission SET nomination process or a published listing of approved evaluators for Emergency Services. The national nomination and approval system found within eServices OPS QUALs will be the only process used.
2. Texas Wing no longer requires scanned copies of paper SQTRs to be uploaded to OPS Quals as a requirement for approval of initial Emergency Services qualifications. Paper SQTRs should continue to be used during training to log task accomplishment, and should be maintained in members' personnel files as a source document, but entry of task accomplishment into the online system is all that is required for validation of tasks and approval processing.
3. Texas Wing no longer requires a printed SQTR signed by the evaluator be uploaded to OPS Quals as part of the qualification renewal process. The qualification renewal process found in eServices OPS Quals will be used for all renewals. NOTE: CAPF91 is still required to be uploaded for Mission Pilot qualification and requalification.
4. Members may not be entered into training status for any IC level without the prior approval of the wing commander. This includes progressing from IC3 to IC2, or IC 2 to IC 1. This is in addition to the standing policy that all initial IC approvals and all subsequent renewals are approved by the wing commander.
5. With the exception of Mission Radio Operator and Mission Staff Assistant, all mission base staff position training must be accomplished in a full mission base environment with IC assigned and functional (ACE, All-Call, SAREX, REDCAP, DSAREx HQ, etc). This can include non-funded missions and table-top missions with wing-approved OPLAN and IC assigned and functional. MSA and MRO may be trained at DSAREx Staging Areas. Exceptions can only be granted by the wing commander or DOS.
6. Mission aircrew training (MS, MO and MP) may use a properly flown B12 sortie for one of the two required mission participation sorties for initial qualification as long as the other is an "A" mission. When using the B12 option, the profile should be selected based on the needs of the crewmember receiving training.
7. Four hours under the supervision of a qualified SET are required to equate to one participation sortie (for SQTR purposes) for Mission Base Staff training in positions that do not perform numbered sorties (IC, PSC, OSC, GBD, LSC, MSO, CUL, AOBD, MRO, MSA, FASC, etc.)
8. In addition to tasks listed on the SQTR, members training in IC, AOBD, GBD, PSC, FASC, and OSC will demonstrate competency in WMIRS, IMU, CAPSTAR/MAPSTAR, ICS paperwork and other items of technology common to missions in Texas Wing.
9. Members training or renewing IC2 and IC3 must demonstrate a thorough knowledge of all types of SAREXs that Texas Wing executes (ACE, DSAREx, REDCAP, SAREX, All-Call, etc).

Brooks A. Cima, Colonel, CAP  
Texas Wing Commander