

NATIONAL HEADQUARTERS
CIVIL AIR PATROL
500 FIFTH AVENUE
NEW YORK 18, NEW YORK

Operations Directive)
No. 40)

1 December 1943

AAF LIAISON TYPE AIRPLANES ALLOCATED TO
CAP AVIATION CADET RECRUITMENT PROGRAM

1. General

Headquarters Army Air Forces has allocated a number of light aircraft of the liaison type to Civil Air Patrol for exclusive use in the Aviation Cadet and Air WAC recruitment program. This is the first time that Army airplanes have been available to CAP, or that members of CAP have been permitted to fly them; a privilege to be safeguarded with the utmost care. Thoughtless actions by one member may jeopardize this privilege for all. The following instructions as to the care and use of these airplanes, therefore, shall be observed in all particulars. Violations will result in withdrawal of the airplanes from the units responsible.

2. Authorized Use

a. The use of said airplanes shall be restricted to the following:

(1) Official flights necessary for the organization and conduct of the Aviation Cadet and Air WAC recruitment program.

(2) Orientation flights of about 15 minutes duration for young men who have applied for Aviation Cadet training, young women who have applied for enlistment in the Air WAC, or prospective applicants who appear to be qualified for such services.

(3) Exhibition and demonstration flights in connection with Aviation Cadet and Air WAC recruitment.

(4) Transportation of CAP personnel to points where they will give mental screening tests to Aviation Cadet applicants.

(5) Reviews and inspections of CAP Cadet units.

(6) Special CAP emergency missions arising out of disasters, such as floods, explosions, or fires.

(7) Other special official missions when specifically authorized in writing by National Headquarters.

b. Under no circumstances shall said airplanes be used for flight instruction purposes.

3. Responsibility

Each Wing Commander shall be responsible for the airplanes assigned to his Wing and shall in turn hold the unit commanders of the Wing responsible for each such airplane assigned to their respective units. A unit commander shall not be relieved of such responsibility until the airplane has been reassigned to another unit and receipt for delivery thereof has been made by the commander of such other unit or by his authorized representative.

4. Assignment of Aircraft

a. Each Wing has been assigned a certain number of said airplanes, as determined by the membership and activity of the Wing. Reassignment or transfer of said aircraft from one Wing to another shall be made only upon written orders from National Headquarters. After delivery to a Wing, no airplane shall be flown outside of the State or portion thereof in which the Wing has jurisdiction without such written orders. It shall be the duty of the Wing Commander to keep all the airplanes assigned to his Wing usefully employed in the Cadet recruitment Program and in circulation throughout the Wing in such manner as best to meet the requirements of this program. None of said aircraft shall be diverted for the use of the Wing Staff, for the use of any one unit, or for the use of any limited group of members.

b. The Wing Commander shall issue orders assigning said airplanes to the units (Group, Squadron or Detached Flight) of the Wing for specified periods. On or before the expiration of each such period, the Wing Commander shall execute orders for reassignment to other units within the Wing and transfer to such units shall be made at the time specified, unless delayed by weather or other unavoidable cause.

c. On transfer of an airplane from one unit to another, the Commanding Officer of the unit having possession, or an officer appointed by him, shall, in conjunction with the Commanding Officer of the unit taking possession thereof, or his authorized representative, make a thorough line inspection of said aircraft in order to determine whether there has been compliance with all the provisions of paragraph 20 hereof. The results of such inspection shall be recorded on CAP Form No. 653, "Report of Daily Line Inspection of Aircraft", which form shall be executed in triplicate and signed by both parties making the inspection. Transfer of said aircraft shall be evidenced by receipt therefor executed in triplicate on the back of said inspection form. The unit relinquishing possession shall forward one copy of this form to Wing Headquarters and retain one copy in its files; the other copy shall be entered in the files of the unit taking possession.

5. Care and Protection

The Commanding Officer of any CAP unit to which any of said AAF liaison type airplanes are assigned shall be responsible for the proper care and protection thereof. Said airplanes shall be maintained in an airworthy condition, all equipment and accessories shall be maintained in first-class

working order, and airplanes shall be kept clean inside and out at all times. Wherever possible, said airplanes shall be housed in hangars. When it is necessary to park airplanes in the open, special care shall be exercised to see that they are securely tied down in a protected area.

6. Designated Airports

Except in case of emergency, said AAF airplanes shall be landed only at airports officially designated by CAA or at Army fields and shall be operated only from such airports and fields.

7. Army Air Bases

Except in case of emergency, none of these airplanes shall be landed at any Army Air Base or Station without the written permission of the Commanding Officer thereof. When such permission is granted, the utmost care shall be exercised to observe all local rules, to keep well out of the way of Army airplanes at the field, and to cooperate with personnel at the field in every way possible.

8. Operations Orders

The Operations Officer of the particular unit having jurisdiction, shall issue operations orders covering each mission on which each such aircraft is to be used. Said orders shall state the purpose of the mission and shall name all persons in the aircraft, except in instances where prospective cadets are being carried locally, in which case the pilot only need be named.

9. Pilot Qualifications

a. Said AAF liaison type airplanes allocated to Civil Air Patrol shall be flown exclusively by CAP pilots who are not members of the armed forces of the United States on active duty assignment. All CAP pilots assigned to fly said aircraft shall be required to hold currently effective Civil Aeronautics Administration certificates of the grade of private pilot or higher.

b. In addition to the foregoing requirements, CAP pilots assigned to fly said aircraft shall be required to have officially logged a minimum of 150 hours as pilot, including not less than 50 hours on cross-country flying, at least 10 hours of which shall have been flown in the preceding six months.

c. CAP pilots and other CAP personnel shall wear the official CAP uniform at all times when operating or carried in said Army aircraft.

10. Flight Assignments

No pilot shall be assigned to any particular mission which, in the opinion of the Unit Commander, he is not qualified to perform; nor shall any airplane be assigned to any such mission if, in the opinion of the

Unit Commander, said airplane is not airworthy, properly equipped, or otherwise qualified for the successful performance of the mission.

11. Passengers and Passenger Waivers

a. No persons other than personnel of CAP, CAPC, and the military connected with the Aviation Cadet and Air WAC recruitment program shall be carried in said AAF liaison type aircraft, except that prospective Aviation Cadet and Air WAC recruits may be carried on orientation flights of short duration within a radius of five miles from the airport or base from which the flight is inaugurated.

b. As the government provides no insurance protection for non-government-agent civilians carried in military aircraft, all prospective cadets and recruits carried on orientation flights shall be required to execute the prescribed AAF Release Form (See accompanying sample), except that in case of a minor, said form shall be executed by the prospective cadet or recruit and by parent or guardian authorizing him or her to participate in such flight.

c. Accurate records shall be kept in duplicate of all passengers carried in said aircraft for use in preparation of reports required by paragraph 23 hereof.

d. All dual controls shall be removed or rendered inoperative when carrying cadets, prospective cadets, recruits, or other non-pilot personnel.

12. Parachutes

a. Each airplane will be provided with two parachutes, and the pilot and passenger shall wear said parachutes at all times while engaged in flight operations, except in instances where the Commanding Officer having jurisdiction may determine that the flights are of such short duration that the aircraft will not attain sufficient altitude to make the use of parachutes practicable in case of emergency.

b. All parachutes shall be retained in proper custody and shall be maintained in accordance with the CAA regulations pertaining thereto.

13. Radio

a. In addition to the requirements of paragraph 9 a and b above, all pilots operating said aircraft shall hold currently effective restricted radio-telephone operator permits, issued by the Federal Communications Commission.

b. These aircraft are equipped with transmitters operating on the Army frequency of 4495 kc. No other radio equipment shall be added to the equipment furnished in the aircraft.

c. All transmissions shall be brief, concise, and in accordance with the AAF and CAA regulations pertaining thereto.

14. Airplane Markings

No markings or lettering of any kind shall be placed on any of said airplanes.

15. Safety of Operations

a. Strictest safety standards as to flight operations and procedures shall be observed at all times, and either the operations officer in charge or the pilot may cancel any flight in the interest of safety.

b. All flight operations shall be limited to daytime contact flying, and no flight shall be conducted under instrument conditions.

c. Under no circumstances shall said aircraft be flown acrobatically.

16. Observance of Regulations

All flying shall be done in strict accordance with the requirements of (a) the Civil Air Regulations, (b) any special clearance and flight regulations of the Army Air Forces and the Civil Aeronautics Administration, (c) Civil Air Patrol directives, and (d) local regulations.

17. Operating Expenses

National Headquarters has no funds available for the payment of hangar rental or other expenses incident to the care, operation, and maintenance of said airplanes.

18. Fuel and Lubricants

a. Fuel and lubricants for said AAF liaison type aircraft will be furnished by Army Air Forces activities and will be in accordance with specifications contained in AAF Technical Orders (Instruction Manuals) accompanying each aircraft. Such manuals are to be found in the data cases in all AAF aircraft. Under no circumstances shall said manuals be removed from the aircraft.

b. Except in case of emergency, CAP Unit Commanders responsible for the operation of said aircraft shall not allow such aircraft to be landed at Army Air Bases for the purpose of refueling unless prior permission has been obtained from the Commanding Officer or Operations Officer of such activity. Such permission shall not be sought at any Army Air Base where AAF flight activities are of such nature and volume that the operation by CAP of liaison type aircraft would interfere with a busy traffic pattern.

c. At points where impracticable to refuel said AAF liaison type aircraft at Army Air Bases, CAP Unit Commanders shall make arrangements with Air Force Supply Officers for the delivery of limited quantities of fuel and lubricants for the exclusive use of such aircraft to airports from which same are being operated.

19. Repair and Replacement Parts and Supplies

Authorized repair and replacement parts and supplies for said aircraft will be furnished by the nearest Air Service Command activities in accordance with current Army Air Forces and Air Service Command regulations.

20. Inspection, Maintenance and Repair

a. (1) All liaison type aircraft operated by CAP units shall be given a thorough line inspection prior to each day's operation. Such inspection shall cover all applicable items listed on CAP Form No. 653, "Report of Daily Line Inspection of Aircraft", which form shall be used in recording report of each such inspection.

(2) Said reports shall be made in single copy and shall be retained in the files of the CAP unit operating the aircraft.

b. Those CAP units to which Wing Headquarters assigns AAF liaison type aircraft shall be directly charged with the responsibility of proper maintenance and repair of such aircraft throughout the period same remain in their possession.

c. Aircraft and components shall be maintained at all times in an airworthy condition and shall be properly serviced and overhauled in accordance with AAF Technical Orders accompanying each such aircraft. Labor shall be furnished by the CAP unit concerned and labor from Air Service Command and other Army Air Forces activities shall not be solicited.

d. The Commanding Officer of any CAP unit having possession of such aircraft is charged with the responsibility of seeing that same is thoroughly cleaned, in proper airworthy condition, and completely serviced and ready for operation before transfer to the next CAP unit to take possession thereof.

21. Aircraft and Engine Logs

Air Corps Forms 1 and 1A, Flight Reports, carried in the data case of each AAF aircraft, shall be accomplished in accordance with instructions for pilots and mechanics printed therein.

22. Aircraft Status Reports

a. Initial delivery of each such AAF liaison type airplane shall be reported to National Headquarters by Wing Headquarters via airmail-special-delivery immediately following such delivery. Said reports shall list these aircraft by type, model, series and serial number as follows:

L - 2M - 43 - 25854

L - 3A - 42 - 458

L - 2M - 43 - 25856

L - 2M - 43 - 26753

b. All such aircraft gained or lost through transfer or lost through fire or crash shall be reported to National Headquarters by Wing Headquarters immediately via airmail-special-delivery. For gains these reports shall show the following information:

- (1) AAF type, model and series
- (2) AAF serial number
- (3) AAF or CAP organization and station from which gained.
- (4) Date gained

For losses the following information shall be shown:

- (1) AAF type, model and series
- (2) AAF serial number
- (3) AAF or CAP organization and station to which lost, or type of loss.
- (4) Date of loss

Example:

Gains -- 1

L - 2M - 43 - 25872 from New York Wing, 12-15-43

Losses -- 1

L - 2A - 43 - 25754 destroyed by fire, 12-17-43

23. Operations Reports

Wing Headquarters shall submit a monthly operations report to National Headquarters via airmail-special-delivery at the close of operations on the fifteenth day of each month. These reports shall list all of said AAF liaison type airplanes in the possession of the Wing, giving the AAF type, model, series, and serial number of each, and shall show (a) the number of flights, (b) the hours of flight, (c) the number of Aviation Cadet candidates carried, and (d) the Air WAC candidates carried for each such aircraft for the monthly period covered.

24. Accident Reports

a. In cases of serious accidents in connection with the operation of said AAF liaison type aircraft, the Unit Commander or the officer acting for him will immediately notify National Headquarters by telegraph or

12/1/43

telephone, giving a brief resume of available information, together with the AAF type, model, series, and serial number of the airplane and the name and serial number of the pilot and of any other personnel involved. National Headquarters will be similarly advised of any subsequent important developments incident to such accidents, as circumstances may dictate.

b. AAF Form No. 14, "Report of Aircraft Accident", obtainable from nearest AAF activity, shall be accomplished in reporting any accident involving said aircraft.

c. Base Operations of the nearest Army Air Base shall be notified by telephone or telegraph, stating the nature of the accident involving Army aircraft and requesting that an investigating officer be dispatched to the scene of the accident.

d. In addition to AAF Form No. 14, the provisions of Operations Directive No. 26, National Headquarters, 1 December 1942, "Accident Reports - CAP Operating Bases and Stations", shall be accomplished and a complete report submitted to this Headquarters through channels.

e. Aircraft shall be kept under guard until removed from the scene of the accident or until taken over by military authorities.

25. Insurance

a. No insurance applications shall be filed to cover the AAF liaison type airplanes allocated to Civil Air Patrol, as the Government does not insure its aircraft.

b. CAP personnel carried in said airplanes under official operations orders, as provided in paragraph 8 hereof, are covered by the Civilian Protection Program set up by the President.

26. Penalties

a. All said AAF liaison type airplanes shall be operated and maintained in strict accordance with the provisions of this directive. Failure to comply with these provisions will result in immediate withdrawal of assignment of all such aircraft from the CAP unit concerned, and in proper disciplinary action against members involved.

b. Continued violations within a Wing will result in the withdrawal of all such AAF aircraft assigned thereto.

By direction of National Commander JOHNSON:


HARRY H. BLEE
Colonel, Air Corps
Operations Officer
Civil Air Patrol

R E L E A S E

(Place)

(Date)

KNOW ALL MEN BY THESE PRESENTS that, whereas, I,

(Full Name)

am this date about to take a flight or flights AS A PASSENGER in certain Army aircraft; AND WHEREAS, I am doing so entirely upon my own initiative, risk and responsibility; NOW, THEREFORE, in consideration of the permission extended to me by the United States through its officers and agents to take said flight or flights, I do hereby for myself, my heirs, executors and administrators, remise, release and forever discharge the Government of the United States, and all its officers and agents, acting officially or otherwise, from any and all claims, demands, actions, or causes of action, on account of my death or on account of any injury to me which may occur by reason of said flight or flights.

The term "flight or flights" as used herein is understood and agreed to include the preparation for, continuation, and completion of flight or flights as well as all ground and flight operations incident thereto. It is further understood and agreed that this release, among other things, extends to and includes negligence, faulty pilotage, and structural failure of the aircraft thereof.

The execution hereof does not operate to waive any statutory right conferred by act of Congress.

(Signature)

(Witness)

(Witness)

(Witness)

(Name of person to be notified
in emergency)

(Ads of person to be notified in
emergency)

The signed release will be retained in the permanent files of the station or organization.

OFFICE OF CIVILIAN DEFENSE

WASHINGTON, D. C.

CIVIL AIR PATROL

No. _____
(Name of Patrol or Station)

(Location) _____

(Date) _____, 19__

REPORT OF DAILY LINE INSPECTION OF AIRCRAFT

NOTE.—Complete line inspection as covered by this report shall be made of all aircraft in operation at the Base or Station at least once each day and, if practicable, before each flight mission. Check satisfactory items and give information on all irregularities.

General Data

Make of aircraft _____ Model _____ NC No. _____

Make of engine _____ Model _____ H. P. _____

Owner _____ Time on aircraft since 25-hour

check _____; since 100-hour check _____; since major overhaul _____

Time on engine since top overhaul _____; since major overhaul _____

Line Inspection

A. Propeller:

- 1. Inspect blades for cracks, nicks, and pits _____
- 2. Inspect hub and attachments carefully _____
- 3. Check propeller for track _____

B. Engine:

- 1. Inspect engine cowling for cracks and security _____
- 2. Inspect exhaust stack and ring for cracks and security _____
- 3. Check sparkplug terminals for tightness and cleanliness _____
- 4. Inspect accessible ignition wiring and harness for security _____
- 5. Check fuel and oil systems for leaks, vents, fit of caps _____
- 6. Check fuel and oil supply (do not rely on gauges) _____
- 7. Check all bolts and nuts on engine and mount _____
- 8. Check with propeller for compression on each cylinder _____
- 9. Check heater mufflers _____

C. Landing Gear:

- 1. Inspect tires for defects and proper inflation _____
- 2. Inspect wheels for cracks and distortion, hub caps for security _____
- 3. Inspect strut retaining bolts and fittings for security _____
- 4. Inspect brace wires for tension and security _____

D. Wings:

- 1. Inspect ribs for buckling, end bows, and covering _____
- 2. Inspect attachments, fittings for security _____
- 3. Check struts and flying wires for security of terminal connections _____
- 4. Check aileron hinges, pins, horns, and tabs _____
- 5. Inspect accessible control cable, tubes, and pulleys for security _____

E. Control Surfaces:

- 1. Check control surface hinges, pins, horns, and tabs _____
- 2. Check stabilizer adjustment and assembly mechanism _____
- 3. Check tail wheel assembly for condition and lubrication _____

F. Fuselage:

- 1. Inspect covering for damage and distortion _____
- 2. Inspect control column assembly and accessible parts of control system for freedom of movement and security of attachments _____
- 3. Check fire extinguisher and first aid kit _____
- 4. Check stabilizer for freedom of movement _____
- 5. Check proper operation of quick-release mechanisms of doors _____
- 6. Check proper operation of lighting system _____
- 7. Inspect safety belts for security _____
- 8. Clean all windows _____

G. Radio:

- 1. Inspect antenna and connections _____
- 2. Inspect battery and connections _____

H. Signal Lights:

- 1. Check proper operation of signal lights _____
- 2. Check spare light globes _____

I. Armament:

- 1. Inspect ordnance mounts, racks, and release mechanisms _____
- 2. Inspect ordnance for proper installation and safety keys _____

J. Emergency Equipment:

- 1. Check flotation gear _____
- 2. List and check other emergency equipment carried _____

K. Inspection completed at _____ (24-hour clock).

Inspected by _____

Title _____

Approved for flight by _____

Title _____