



Aircraft Discrepancy Reporting Procedures for South Dakota Wing CAP

The following procedures will be used to report aircraft discrepancies with SD Wing aircraft:

1. Pilots in Command will report noted discrepancies to the Flight Release Officer for their sortie at the completion of the flight. If discrepancies are noted during non flight activities the person noting the discrepancy will notify the Wing Maintenance Officer.
2. Flight Release Officers that have received discrepancy reports from the field will notify the Wing Maintenance Officer via telephone as soon as possible.
3. The Wing Maintenance Officer will work with the local maintenance facility and/or the Squadron Aircraft Manager to determine how to proceed.
4. The Wing Maintenance Officer will inform the Wing Operations Officer to inform them of any discrepancies that affect the operational capabilities of the wing.
5. The "Grounded" placard is to be used for all flight critical issues.

E. W. Filler, Maj, CAP
SDWG Aircraft Maintenance
SD Civil Air Patrol