



18 September 2009


MEMORANDUM FOR ALL CAP NATIONAL BOARD MEMBERS

SUBJECT: INTERIM CHANGE LETTER – eFlight Release

1. The eFlight Release process has been beta tested by five wings for the past two months and the feedback has been very positive. Beginning 1 October 2009, all wings can begin using the eFlight Release process found in the Web Mission Information Reporting System (WMIRS). Its use will not be immediately mandatory. This will allow wings to make a gradual, easy transition to the new process. Eventually, the use of the paper CAPF 99 will be discontinued except for the very limited circumstances outlined below. The eFlight Release process captures the who, what, where and when for all sorties. It helps the Flight Release Officer (FRO) by providing him/her important qualification data so he/she can use it to make a more informed flight release decision. It is important to note that the overall responsibilities of the FRO as listed in CAPR 60-1 have not changed.
2. In the new process there is a special way to release flights for larger missions so the mission base staff will see just the sorties on their mission. A similar method has been established to easily release multiple flights for activities such as flight academies.
3. eFlight Release is found on the WMIRS home page (<https://missions.cap.af.mil/wmirs/index.cfm>). Instructions for use of the process are attached and also downloadable from a link in the blue menu bar on the left-hand side of WMIRS. The instructions should be studied before attempting to use the new process. These instructions will be updated as often as needed to address questions that arise.
4. There are several requirements that must be met when obtaining/granting a flight release with this new process.
 - a. The flight release cannot be approved any earlier than 24 hours prior to the scheduled sortie takeoff time. The FRO will have the pilot's latest qualification data from Ops Quals automatically available for viewing when the flight release is made.
 - b. Per Air Force requirement, a short PHONE (or in person) discussion must occur between the pilot-in-command (PIC) and the FRO before the flight is officially released. The FRO will review the "IM SAFE" card with the PIC at this time in addition to conducting a detailed discussion about the mission itself just like is done now with the current paper process. The FRO will also ensure that all the items on the FRO checklist have been completed before he/she releases the flight.
 - c. In the event that internet access is not available, the flight release will be recorded on a CAPF 99 and maintained until such time as the FRO can electronically record the release in WMIRS. The new process allows any FRO in the wing to release a flight so this should minimize the times all wing FROs are away from a computer.

d. eFlight Release is currently being beta tested with smart phones. Additional information on the use of smart phones for eFlight Release will be distributed as soon as the test period is over.

5. This policy letter remains in effect until CAPR 60-1 is modified to incorporate the eFlight release process.



JOHN A. SALVADOR
Director of Missions

Attachment:
eFlight Release Process

cc:
CAP/EX/GC/MD/DO/XP/IT/NOC/EXS/IG/SE
CAP-USAF/CC/CV/XO/SE
CAP-USAF Region Commanders
CAP-USAF State Directors
CAP Wing Administrators
Col Skiba
Col Guimond

eFlight Release Process

All wings can begin using the eFlight Release process starting on 1 October 2009. The eFlight Release process is not mandatory at this time. Eventually, the use of the CAPF99 will be discontinued and all flight releases must then be done as eFlight Releases.

Basic rules for electronic flight releases:

Electronic releases may not be given more than 24 hours prior to the scheduled takeoff time.

A phone conversation, or in person discussion between the FRO and PIC must occur to complete the release and the FRO checklist and IMSAFE must be reviewed. It is recommended that this discussion take place no more than four hours prior to the planned departure. A release is not complete until this discussion takes place.

Flight releases may be recorded on the CAPF99 until the FRO can record the releases in WMIRS. FROs are required to enter all releases given via a CAPF99 into the eFlight Release process as soon as possible.

For cadet primary training flights the CAP instructor pilot must be listed on the sortie form as the PIC and receive the flight release. This is also the case for those flights in which the cadet is flying solo.

Pilots who have expired CAPF5 check rides must list the instructor pilot or check pilot as the PIC on the sortie form. This is also the process for pilots receiving instruction in a new model of aircraft prior to become qualified or flights preparing for a CAPF5 check ride if his/her annual check ride has expired.

FROs will have access to all eFlight Release functions. Pilots who are not FROs will only have access to their data and the eFlight Release reports.

eFlight release flow:

1) The pilot for a sortie, or another party entering the sortie, lists the proper PIC CAPID and selects one or more FROs to issue the release. Once the sortie is entered an email will be sent to the FRO(s) noting that a flight release has been requested.

If any of the following changes are made to a sortie within 24 hours of the flight being flown, WMIRS will send the release request email again and the sortie must be re-released.

- Change of PIC
- Change of sortie date
- Change of planned departure time
- Change of aircraft
- Change of flight plan type

Change of flight purpose (e.g. MP to TMP or vice versa, instrument and/or commercial pilot requirement)

2) The FRO logs in and approves or denies the release. Note: **The FRO must be the person logged in for the validation to function properly.**

3) The PIC will receive an email stating the release has been granted.

The process does not generate a “FRO number” to be recorded on the AIF flight log page. “EFR” should be entered on this form if the release was via eFlight Release.

eFlight Release menu items:

The eFlight Release module maintains a menu on the left side of the page throughout the process. The menu items are either single links or expand to show additional options.

Pilots

My Flights – list of flights for the logged in CAPID

My Flying Status – pilot qualifications from eServices for the logged in CAPID

Flight Release Officers

My Pending Releases – list of release requests for the logged in CAPID

All Pending Releases – lists all sorties for the Wing for which releases have not been completed. Only future sorties are shown.

Mission Releases – a drop down box allows selection of a Wing mission number. If it is the monthly A or B mission number the next page will allow selection of the mission symbol.

Enter CAPF99 Releases – Allows flights previously released on a CAPF 99 to be entered in the eFlight Release system.

Reports

FRO List – list of all FROs for the Wing appointed in eServices with unit and phone numbers

Flight Release By FRO – CAPF99 formatted list of releases for a selected FRO, month and year

Monthly EFR Summary – shows the number of releases given and denied by FRO for the selected month and year

Utilities

Select FROs – list of all FROs appointed in eServices, if checked they appear on the sortie form

WMIRS Main – link to the main WMIRS page

Logout – logout of the system

Access to the eFlight Release forms/pages:

Flight Release Officers will see a link on the main WMIRS page to take them to the module via the link

[eFlight Release](#)

Recording releases in WMIRS that were done on the paper CAPF99 after the flight. The sortie is entered into WMIRS as usual and the FRO enters the pilot's CAPID and date of the flight into the CAPF 99 Release entry page. The FRO then releases the flight as any other eFlight Release in the system.

The starting point for the electronic flight release process is similar to the normal sortie entry process in WMIRS. Pilots enter, or update, their sorties in WMIRS under the proper mission number and the flight is automatically loaded into the flight release system.

The new sortie add/edit page has additional fields required for flight release as well as other fields requested by wings. The layout is also organized to reduce the need to scroll horizontally. The pilot's CAPID is now required for the flight release. Once entered, the sortie is placed in the "All Pending Releases" queue for review by a Flight Release Officer (FRO). To select a FRO, or multiple FROs, use the drop down list. To select multiple FROs hold down the Ctrl key and click names. If FROs are selected the request will be place in their "My Pending Releases" queue.

eFlight Release Process

The electronic flight release process is similar to the normal sortie entry process in WMIRS. Pilots enter their sorties in WMIRS under the proper mission number and the flight is automatically loaded into the flight release system.

Web Mission Information Reporting System (WMIRS) - Windows Internet Explorer

http://mission/wmirs/index.cfm

Civil Air Patrol
Web Mission Information Reporting System (WMIRS)

WMIRS Main Menu

* Indicates required fields.
input fields with grayed backgrounds are not required, but may be entered as additional information, or as required by your unit/wing.

Sortie Number	Mission Number	Tracking Number
NEW	LA_MISC	

*Sortie Date	Backup Date	*Sortie Type
06/24/2009		Profile #1

*Pilot CAPID	Observer	Scanner 1	Scanner 2	Type of FAA Flight Plan
125920				VFR

*Tail Number	*Aircraft Type	Callsign	Take Off Airport	Landing Airport	Area Assigned (Use: State / City / Area) Or Route of Flight.
N5367X	206	1634	BTR	BTR	BTR-LFT-AEX-BTR

Est. Sortie Hours	Est. Take Off Time (Z)	Objective
3.5	15:00	

Tach Start	Tach End	Actual Sortie Hours	Actual Take Off Time (Z)

A/C Fuel/Oil (\$)	Gallons	Reimbursed To (CAPID Or Unit)
		LA

No Fuel

Sortie Effectiveness	Reason if not Successful	Enter the number of identical sorties to create:	Days Apart (if duplicates)
	Please Select Reason	1 (60 Max)	0

Are you flying over critical infrastructure? Yes No

Add Sortie

The new sortie add/edit page has additional fields required for flight release as well as other fields requested by wings. The layout is also organized to reduce the need to scroll horizontally. The pilot's CAPID is now required for the flight release. Once entered, the sortie is placed in queue for review by a Flight Release Officer (FRO).

To get to the eFlight Release section, the FRO logs into WMIRS as usual and will see the “eFlight Release” link in the middle of the main page.

Web Mission Information Reporting System (WMIRS) - Windows Internet Explorer

http://mission/wmirs/index.cfm

File Edit View Favorites Tools Help

Web Mission Information Reporting System (WMIRS)

Civil Air Patrol
Web Mission Information Reporting System (WMIRS)

WMIRS Main Menu

Explanation of Menu Items Located on Tool Bar

Mission Status Map:	Used to View Wings with Active Sorties.
Mission List:	Used to view missions
Mission Management:	Used to maintain missions in the system, including the management of images.
Tools and Utilities:	Opens sub-menu for Mission Status Map, Member Contact Lookup, Alert Roster/ES Resources, Aircraft Status, and User Administration.
Return to WMIRS Menu:	Returns you to this page. You can then enter other areas as required.
Return to Main Menu:	Returns you to the main menu. You can then enter other areas as required.
Log Out:	Logs you out of the system and returns you to the Login Page.

[e-Flight Release](#)

[View Current Authorized AF JROTC Detachments.](#)

[Pilot's Direct Sortie Entry for Non-mission Corporate Flying \(C8, C9, C16, C17, C20\)](#)

NOTE: Unless otherwise required by your wing, these flights/sorties can be entered after the flight is completed.

[Information on entering Non-mission Corporate Sorties \(size: 1.3MB\)](#)

[Mission Directives](#)

[OPSPAN Templates and Samples](#)

Mission No. Search

[Advanced Search](#)

[Tools and Utilities](#)

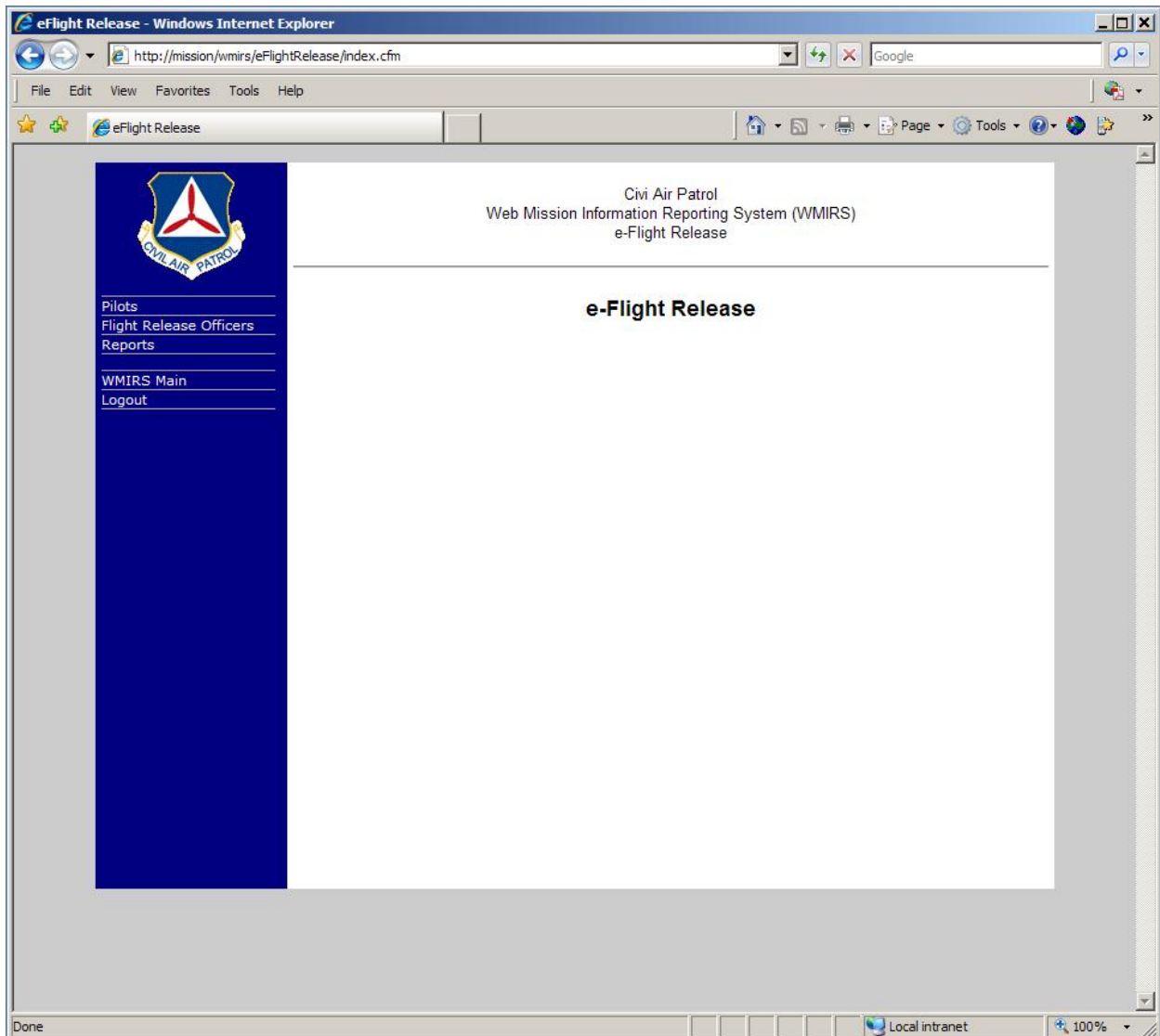
[Return to WMIRS Menu](#)

[Main Menu](#)

[LogOut](#)

Local intranet 100%

Clicking the eFlight Release link will bring you to the eFlight Release main page.



Clicking "Flight Release Officers" will open the choices under that area.



Clicking “ My Pending Releases” will bring up pending releases you are requested to release. Clicking “All Pending Releases” brings up all pending flight releases for your wing.

Civi Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Flight Date	Pilot	Tail No.	Aircraft Type	Est. Hours	Est. Landing Time	Flight Plan	Requested	
07/14/2009	Lt Col Stephen L Knapper	N82363	172N	0.0	10:15:00	None	06/14/2009	View
07/14/2009	Lt Col Stephen L Knapper	N5387X	U208G	0.5	10:45:00	None	07/10/2009	View
07/14/2009	Maj Terry M Raymond	N98725	182R	1.0	21:00:00	None	05/12/2009	View
07/15/2009	Lt Col Harry C Stafford	N98725	182Q	1.0	21:00:00	None	05/12/2009	View
07/18/2009	Lt Col Stephen L Knapper	N98842	172P	2.0	22:15:00	VFR	06/12/2009	View
07/20/2009	Lt Col Stephen L Knapper	N63810	PA-28-140	1.2	11:27:00	VFR	07/01/2009	View
07/21/2009	Lt Col Stephen L Knapper	N9877A	172P	3.0	21:30:00	None	06/05/2009	View
07/23/2009	Lt Col Harry C Stafford	N98761	182Q	3.0	23:15:00	None	06/05/2009	View

From the pending list, the FRO may select any flight for review and approval by clicking the “View” button.



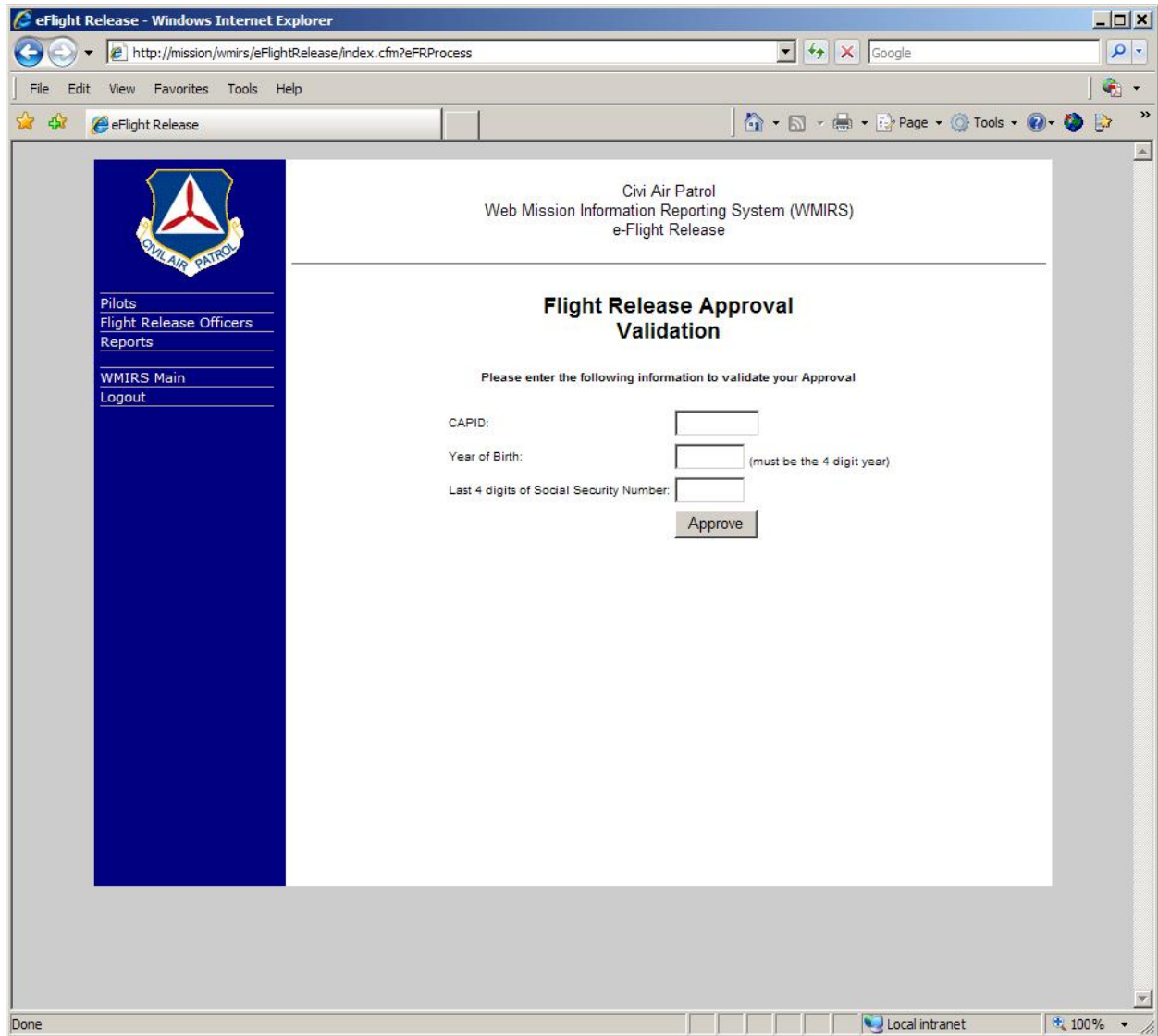
From the view page, the FRO has the ability to review basic pilot status and the information on the flight. Before approving any flight, the FRO will review the FRO checklist and the “IM Safe” checklist with the pilot either in person or by phone. Both checklists are accessible by links on the view page above the Approve/Disapprove buttons. The FRO must also conduct a detailed discussion about the mission itself just like is done now with the current paper process. The FRO must check the check box next to each checklist before the approving the flight release. Once ready, the FRO should click the “Approve” or “Disapprove” button to complete the flight release process.

The FRO may not release a flight on which the FRO is the pilot, crew, or passenger. Should the FRO be on the selected flight, the “Approve” and “Disapprove” buttons will be replaced with:

Approval not allowed (you are on this flight).

If the FRO is added to the flight after the flight release (or any other critical sortie details change after the flight release), the user will receive a notice that the flight release will

be removed and the flight will be put in a “pending” status.



Whether approving or disapproving, the system will ask for the same data to validate the FRO. The FRO must be the person logged into WMIRS in order to be validated properly. The FRO provides their CAPID, year of birth, and the last 4 digits of their Social Security Number (note, this page is on a secure socket and all data is encrypted.)

Once approved, the pilot will receive an E-Mail confirmation of the flight release. "Flight Release By FRO" (under "Reports") will show the flights released by an FRO for a given month.

Civi Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

CAP FLIGHT RELEASE LOG						Month/Year: JUL/2009
Region-Wing		All flights on this log released by:				
SWR-LA		Lt Col Stephen L. Knapper				
Date:	N-Number:	AC Type:	Est. Hours	Est. Landing Time:	PIC/Passengers:	
07/15/2009	N96725	182Q	1.0	21:00:00	Harry Stafford - PIC	
Mission Symbol:	Mission/Sortie #:	Actual Hours:	Type FAA Flight Plan:			
A1	09-M-1234 / 006		NO FLIGHT PLAN			
Route of Flight:				Flight Release Info:		
NEW - BTR asdf				Flight Released - 07/14/2009 09:48:12		
Date:	N-Number:	AC Type:	Est. Hours	Est. Landing Time:	PIC/Passengers:	
07/19/2009	N99842	172P	3.5	23:45:00	Harry Stafford - PIC	
Mission Symbol:	Mission/Sortie #:	Actual Hours:	Type FAA Flight Plan:			
A1	09-M-1234 / 009	0.6	VFR			
Route of Flight:				Flight Release Info:		
NEW - NEW NEW-AEX-NEW				Flight Released - 06/08/2009 12:59:10		

Report as of 07/14/2009 - 09:48:42

The pilot may also see his flights and their status under the “Pilots” menu on the eFlight Release” page.

Civi Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Pilot: Harry Stafford - Current Aircraft: C172,C172R,C182,C206

Date	Mission No.	Tail No.	AC Type	Est. Hours	Est. Landing Time	Mission Symbol	Flight Plan	Flight Release	
07/15/2009	09-M-1234	N98725	182Q	1	21:00:00	A1	IFR	Approved	Edit
07/19/2009	09-M-1234	N98842	172P	3.5	23:45:00	A1	VFR	Approved	Edit
07/23/2009	09-M-1234	N98781	182Q	3	23:15:00	A1	IFR	Pending	Edit

Clicking on “Edit” will bring the pilot back to the original sortie page in WMIRS.

Access to the eFlight Release pages is restricted to Flight Release Officer’s properly appointed in eServices. Pilots will be able to access the “Pilots” area and Reports sections only.

During missions, or for multiple releases on monthly missions, the FRO may use “Mission Releases.”



Civi Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Select Mission for Flight Release

Select the mission, then a list of pending releases for that mission will be available.




Civi Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Mission Sorties for 09-M-1234 SAR/Missing Aircraft Mission A1 Mission Symbol

	Flight Date	Pilot	Tail No.	Aircraft Type	Sortie Type	Sortie	Est. Hours	Est. Landing Time	Flight Plan	Requested	
<input type="checkbox"/>	08/25/09	Stephen L Knapper	N425CP	172P	PCT3	015	1.0	05:30:00	None	08/15/09	View
<input type="checkbox"/>	08/25/09	Stephen L Knapper	N9677A	172P	SAR	007	3.0	21:30:00	IFR	06/05/09	View
Alert!	08/25/09	Terry M Raymond	N83610	PA-28-161	SAR	004	1.0	21:00:00	None	05/12/09	View
Alert!	08/25/09	Terry M Raymond	N82363	172N	SAR	005	1.0	21:00:00	None	05/12/09	View
<input type="checkbox"/>	08/25/09	Michael A Marchand	N99842	172P	PCT1	009	3.5	23:45:00	VFR	06/05/09	View
<input type="checkbox"/>	08/25/09	Michael A Marchand	N99842	172P	SAR	010	2.0	22:15:00	VFR	06/12/09	View
<input type="checkbox"/>	08/25/09	Harry C Stafford	N96725	182Q	SAR	006	1.0	21:00:00	None	05/12/09	View
<input type="checkbox"/>	08/31/09	Harry C Stafford	N425CP	172S	SAR	018	1.0	20:45:00	None	08/30/09	View
<input type="checkbox"/>	08/31/09	Harry C Stafford	N425CP	172S	SAR	019	1.0	20:45:00	None	08/30/09	View
<input type="checkbox"/>	08/31/09	Harry C Stafford	N96725	182Q	SAR	020	1.0	15:15:00	None	08/30/09	View
<input type="checkbox"/>	08/31/09	Harry C Stafford	N9747L	172P	SAR	021	1.0	15:15:00	None	08/30/09	View
Alert!	09/18/09	Terry M Raymond	N331SP	182R	SAR	002	1.0	21:00:00	None	05/12/09	View
Alert!	09/18/09	Terry M Raymond	N8236		COMM	003	1.5	23:00:00	VFR	05/12/09	View
<input type="button" value="Approve"/>											

Note that several show “Alert” instead of a checkbox. This means that something on that sortie requires consideration prior to a release.

Clicking "View" on the flight will bring up the normal detail page seen on a single flight release. The questionable items will be in red.



Civ Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Pilot:
Maj Terry M Raymond CAPID: 129874 Unit: NHQ-NHQ-000
Member Exp: 01/01/2020 Airplane Pilot Exp: **No Record**
Aircraft: **NONE**
ES:
Phone: 334-953-7299 WORK PHONE
E-Mail: traymond@capnhq.gov EMAIL

Flight Information:
Flight Date: 09/18/2009 Tail No.: N331SP Aircraft Type: 182R
Departing / Landing: NEW / BTR Flight Information: asdf
Est. Hours: 1.0 Est. Landing Time (Z): 21:00:00 Flight Plan: None
Mission #/Sortie: 09-M-1234 / 002 Mission Symbol: A1
Observer:

[View FRO Checklist](#) Checklist Reviewed with Pilot
[View IMSafe Checklist](#) Checklist Reviewed with Pilot

These flights must be released individually as the FRO will be required to enter comments justifying the release.



- Pilots
- Flight Release Officers Reports
- WMIRS Main
- Logout

Flight Release Approval Validation

Please enter the following information to validate your Approval

CAPID:

Year of Birth: (must be the 4 digit year)

Last 4 digits of Social Security Number:

Exceptions Noted: Airplane Pilot
 No Aircraft

Exceptions Comments:

When exceptions are noted, the flight release approval and disapproval page will show the exceptions and provide an area for comments. Comments are required for flight release approvals, but are optional for disapprovals. Exceptions and comments are recorded with the flight release.

Flight Release Utilities

Wings can either allow all FROs to release flights, including mission qualified Incident Commanders and Air Operations Branch Directors, or limit the number of FROs to release flights on a day-to-day basis. Missions can also have a set list of FROs to release flights specific to that mission.

For Day-to Day flight releases, members with “FRO Admin” privileges in WMIRS will see a “Utilities” selection in the eFlight Release menu.



Clicking on “Utilities” will show “Select FROs” in the menu. This will bring up a list of wing approved FROs from Ops/Quals.

The screenshot shows the WMIRS e-Flight Release interface. At the top, it says 'Civi Air Patrol Web Mission Information Reporting System (WMIRS) e-Flight Release'. On the left is a blue navigation menu with the Civi Air Patrol logo and items: Pilots, Flight Release Officers, Reports, Utilities, WMIRS Main, and Logout. The main content area is titled 'LA FRO List:' and contains a table with two columns: 'FRO' and 'Selected'.

FRO	Selected
Artigue, Richard P	<input checked="" type="checkbox"/>
Blair, Kenneth W	<input type="checkbox"/>
Boudreaux, Anthony Jr	<input type="checkbox"/>
Breithaupt, Tracy L	<input type="checkbox"/>
Caldas, Stephen J	<input type="checkbox"/>
Cole, Samuel H Jr	<input type="checkbox"/>
Collins, Phillip B	<input type="checkbox"/>
Cormier, Ryan J	<input type="checkbox"/>
Deas, Glen E	<input checked="" type="checkbox"/>
Emerson, John S	<input type="checkbox"/>
Haddad, Jon J	<input type="checkbox"/>
Hardcastle, Kenneth R	<input type="checkbox"/>
Hyberger, Robert L	<input type="checkbox"/>
James, Michael G	<input type="checkbox"/>
Jones, Edmond A	<input type="checkbox"/>
Kingham, Robert M	<input type="checkbox"/>
Knapper, Stephen J	<input checked="" type="checkbox"/>

Simply select the FROs and submit. Only those FROs will be allowed to release flights.

Public Access: Ready For Approval: Mission Budget: [Mission Expense Report](#)

Approving Agency: Agency Number (if known): Funding Source: Operation Noble Eagle:

Wing Mission Assigned: Comments: Exercise/Event Name:

Customer Information: Customer Name: Customer POC: [Customer Email Address](#): Customer Phone:

CAP IC Name: CAP IC Email: CAP IC Phone: [FRO Selection](#)

Mission Type: [Mission Symbol](#):

Date of Mission-Start Date: Date of Mission-Close Date: BU Date-Close Date:

To restrict flight release personnel on a mission, there is a link on the mission page in WMIRS that will open a list of the wing FROs.

MIssion FRO Assignment - Windows Internet Explorer

LA FRO's for 09-M-1234

Name	CAPID	Unit	
Artigue, Richard P	129855	SWR-LA-068	<input type="checkbox"/>
Blair, Kenneth W	388179	SWR-LA-067	<input type="checkbox"/>
Boudreaux, Anthony Jr	129449	SWR-LA-089	<input type="checkbox"/>
Breithaupt, Tracy L	297931	SWR-LA-067	<input type="checkbox"/>
Caldas, Stephen J	273532	SWR-LA-014	<input type="checkbox"/>
Cole, Samuel H Jr	112733	SWR-LA-013	<input type="checkbox"/>
Collins, Phillip B	129918	SWR-LA-022	<input type="checkbox"/>
Cormier, Ryan J	129995	SWR-LA-014	<input type="checkbox"/>
Deas, Glen E	372045	SWR-LA-019	<input type="checkbox"/>
Emerson, John S	129707	SWR-LA-007	<input checked="" type="checkbox"/>
Haddad, Jon J	130103	SWR-LA-019	<input type="checkbox"/>
Hardcastle, Kenneth R	129925	SWR-LA-013	<input type="checkbox"/>
Hyberger, Robert L	206291	SWR-LA-007	<input type="checkbox"/>
James, Michael G	129641	SWR-LA-067	<input type="checkbox"/>
Jones, Edmond A	206871	SWR-LA-007	<input checked="" type="checkbox"/>
Kingham, Robert M	129757	SWR-LA-007	<input type="checkbox"/>
Knapper, Stephen L	125920	SWR-LA-013	<input checked="" type="checkbox"/>
Marchand, Michael A	129967	SWR-LA-022	<input type="checkbox"/>
McPherson, David A Jr	214406	SWR-LA-067	<input type="checkbox"/>
Pontiff, Murphy J	129945	SWR-LA-089	<input type="checkbox"/>

This works the same as the previous list, but will limit only this mission to those FROs selected. FROs do not have to be selected in the day-to-day list to be FROs on a mission. If no FROs are selected for a mission, any FRO who can release flights on a day-to-day basis will be able to release flights on that mission.

MIssion FRO Assignment - Windows Internet Explorer

LA FRO's for 09-M-1234

Name	CAPID	Unit	
Artigue, Richard P	129855	SWR-LA-068	<input type="checkbox"/>
Blair, Kenneth W	388179	SWR-LA-067	<input type="checkbox"/>
Boudreaux, Anthony Jr	129449	SWR-LA-089	<input type="checkbox"/>
Breithaupt, Tracy L	297931	SWR-LA-067	<input type="checkbox"/>
Caldas, Stephen J	273532	SWR-LA-014	<input type="checkbox"/>
Cole, Samuel H Jr	112733	SWR-LA-013	<input type="checkbox"/>
Collins, Phillip B	129918	SWR-LA-022	<input type="checkbox"/>
Cormier, Ryan J	129995	SWR-LA-014	<input type="checkbox"/>
Deas, Glen E	372045	SWR-LA-019	<input type="checkbox"/>
Emerson, John S	129707	SWR-LA-007	<input checked="" type="checkbox"/>
Haddad, Jon J	130103	SWR-LA-019	<input type="checkbox"/>
Hardcastle, Kenneth R	129925	SWR-LA-013	<input type="checkbox"/>
Hyberger, Robert L	206291	SWR-LA-007	<input type="checkbox"/>
James, Michael G	129641	SWR-LA-067	<input type="checkbox"/>
Jones, Edmond A	206871	SWR-LA-007	<input checked="" type="checkbox"/>
Kingham, Robert M	129757	SWR-LA-007	<input type="checkbox"/>
Knapper, Stephen L	125920	SWR-LA-013	<input checked="" type="checkbox"/>
Marchand, Michael A	129967	SWR-LA-022	<input type="checkbox"/>
McPherson, David A Jr	214406	SWR-LA-067	<input type="checkbox"/>
Pontiff, Murphy J	129945	SWR-LA-089	<input type="checkbox"/>

Requesting a Flight Release Officer

When entering a flight/sortie, the pilot may request one or more FROs to release the flight. This is done on the sortie page.

** indicates required fields.*

input fields with grayed backgrounds are not required, but may be entered as additional information, or as re

[Find a Flight Release Officer](#)

Request FRO(s)

- Emerson, John S
- Jones, Edmond A
- Knapper, Stephen L

hold Ctrl Key for multiple FRO's

Sortie Number	Mission Number	Tracking Number
020	09-M-1234	

*Sortie Date: 08/31/2009

Backup Date:

*Sortie Type: Search and Rescue

Pilot CAPID: 130160
Harry C Stafford
[CAPID Look Up](#)

Observer:

Scanner:

Scanner2:

Type of FAA Flight Plan: None

*Tail Number: N96725
[Tail Number Lookup](#)

*Aircraft Type: 182

*Callsign: 1626

*Take Off Airport: NEW
[Airport Lookup](#)

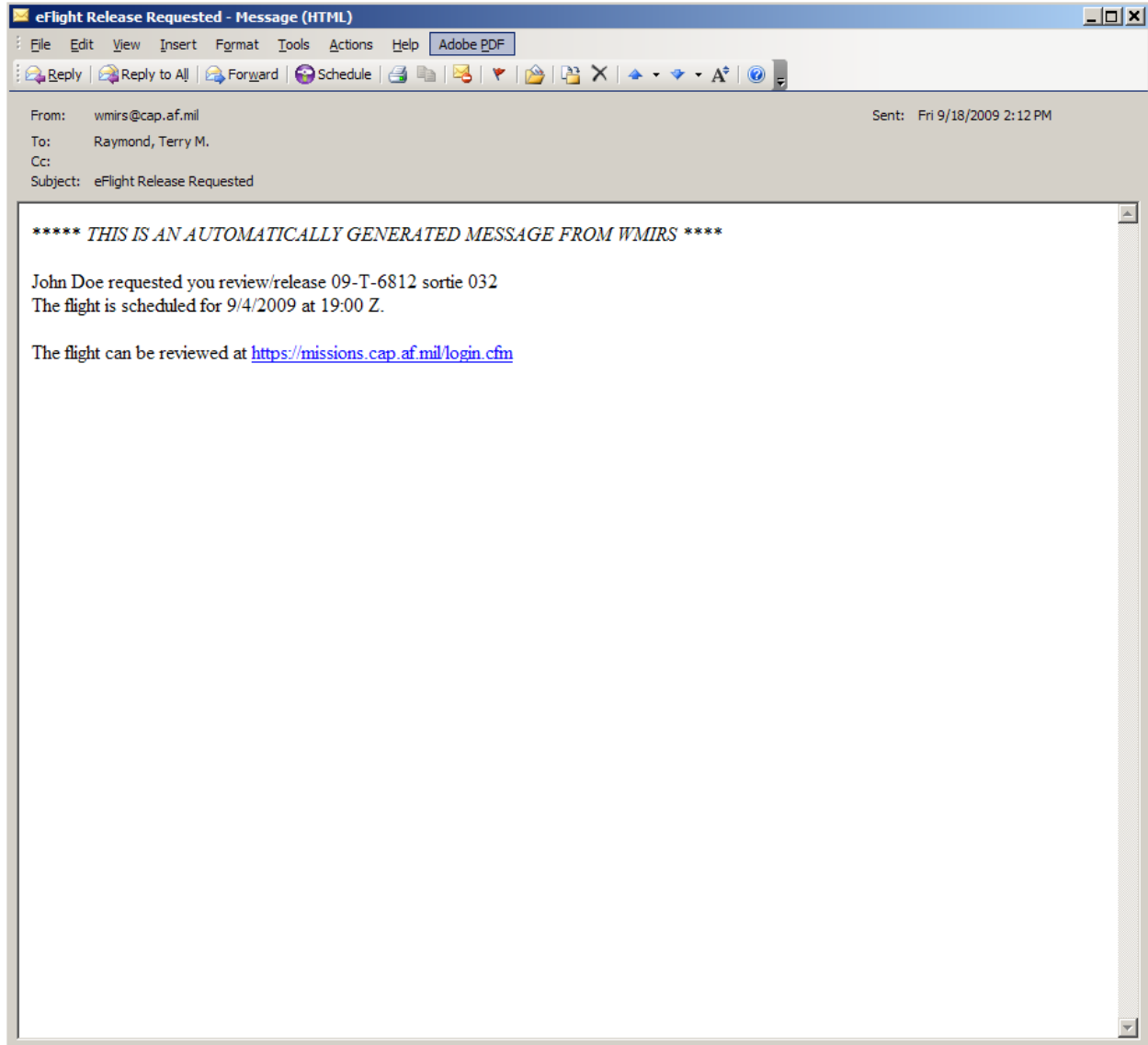
*Landing Airport: NEW
[Airport Lookup](#)

*Est. Sortie:

*Est.:

Multiple FROs can be selected by holding down the CTRL Key while clicking on the names. There is also a link above the list to "Find a Flight Release Officer." This will bring up the FROs and contact information to assist the pilot in contacting an FRO.

When the sortie is submitted, an E-Mail is sent to the FRO(s) alerting them that they have a flight to review and release.



A link in the E-Mail will take the FRO to the login screen and then, directly to the flight release.

Entering CAPF99 Flight Releases

In the event that a flight is released using a CAPF 99, they may be entered by clicking the “Enter CAPF99 Release” under the “Flight Release Officer” menu.

Enter the pilot’s CAPID and flight date to locate the flight(s).

Flight Date	Pilot	Tail No.	Aircraft Type	Sortie Type	Sortie	Est. Hours	Est. Landing Time	Flight Plan	Requested	
09/13/2009	Terry M Raymond	N2698C	R182	ORIDE	003	0.0	00:00:00	None	09/11/09	View
09/13/2009	Terry M Raymond	N96105	172P	ORIDE	009	1.0	01:00:00	None	09/14/09	View
09/13/2009	Terry M Raymond	N96105	172P	ORIDE	010	1.0	13:00:00	None	09/14/09	View
09/13/2009	Terry M Raymond	N96105	172P	ORIDE	011	1.0	13:00:00	None	09/14/09	View
09/13/2009	Terry M Raymond	N96105	172P	ORIDE	012	1.0	13:00:00	None	09/14/09	View

Clicking “view” will bring up the normal flight detail/release screen.

Note that when doing CAPF 99 releases, the FRO and IMSafe checklists are not required for electronic approval, since they should already be accomplished prior to the flight release.

Civil Air Patrol
Web Mission Information Reporting System (WMIRS)
e-Flight Release

Pilot:
Maj Terry M Raymond CAPID: 129874 Unit: NHQ-NHQ-000
Member Exp: 01/01/2020 Airplane Pilot Exp: **No Record**
Aircraft: **NONE**
ES:
Phone: 334-953-7299 WORK PHONE
E-Mail: traymond@capnhq.gov EMAIL

Flight Information:
Flight Date: 09/13/2009 Tail No.: N98105 Aircraft Type: 172P
Departing / Landing: / Flight Information:
Est. Hours: 1.0 Est. Landing Time (Z): Flight Plan: None
Mission #/Sortie: 09-A-0023 / 009 Mission Symbol: A15
Observer:

Approve Disapprove

If there are any exceptions, as in red above, the FRO will still be required to enter comments on the approval justifying the release.