

# Tail #here

## Facility Information

Date \_\_\_\_\_

USCG Call sign	OIA	AuxLO	Aux Air Coordinator
	Air Station Name here	Name	name
	(713) number	(713) number	(281) number

### Basic Plane Information

Type	# of Engines	Horse power	Inspection Expiration Dates	IFR Capable
			FAA: AUX:	

### Owner

Name	Cell Phone	email

### Plane Location

Airport Name (Identifier)	City, State

### Plane Capabilities

Max Crew	Max Fuel (gals)	Max Payload (lbs)	Payload w/ max fuel (lbs)	Cruise TAS (kn)	Fuel Burn (gal/hr)	Endur. Hrs

Range (nm)	Search TAS (kn)	Fuel Burn @ Search TAS (kn)	3 hr Sortie Payload (lbs)	Max Range w/ 1 hr srch (nm)	Cost/hr (\$)	SAMA Class

All Times/ranges provide a 60 minute reserve.

Plane Picture goes here

### Facility Notes:

## Primary Pilot

Name	USCGaux Mem #	Cell Tel	Email address	FAA License	USCG Aux level	IFR rated	PIC Hrs	SAR Ck Expiration	BFR Expiration	Medical Type/date

Primary Pilot  
PictuSF  
here

### Availability

S	M	Tu	W	Th	F	S

<input type="checkbox"/>	RWAI
<input type="checkbox"/>	FAA Night

<input type="checkbox"/>	First Light
<input type="checkbox"/>	USCG Night

### Emergency Contact

Name	Phone
	(h) (c)

## Pilot #2

Name	USCGaux Mem #	Cell Tel	Email address	FAA License	USCG Aux level	IFR rated	PIC Hrs	SAR Ck Expiration	BFR Expiration	Medical Type/date

Pilot #2  
Picture  
Here

### Availability

S	M	Tu	W	Th	F	S

	RWAI
	FAA Night

	First Light
	USCG Night

### Emergency Contact

Name	Phone
	(h) (c)

## Pilot #3

Name	USCGaux Mem #	Cell Tel	Email address	FAA License	USCG Aux level	IFR rated	PIC Hrs	SAR Ck Expiration	BFR Expiration	Medical Type/date

Pilot #3 Picture here

### Availability

S	M	Tu	W	Th	F	S

	RWAI
	FAA Night

	First Light
	USCG Night

### Emergency Contact

Name	Phone
	(h) (c)

# Form Instructions

## Basic Form

1. This form should be filled out in Acrobat Reader. Once the data has been filled in;
  - a. Save the Form on your hard drive
  - b. Send the saved file (NOT a printed or scanned version) to your AAC
  - c. In the same email include the Pictures (facility and personal) that you want on the form to your AAC
  - d. Your AAC will get the pictures added to your form.
  - e. The resulting file (with pictures added) will be sent back to you for your records. This will allow you to make changes to the form and resubmit with your next 7005.

## Top row of form

2. USCG Call sign: what the pilot will be using as a call sign. Normally the FAA Registration
3. OIA: Order Issuing Authority (usually the Air Station).
4. AuxLO: Auxiliary Liaison Officer (Active Duty). Put the AUXLO phone number in the field below the name.
5. Aux Air Coordinator (AAC): the name of the Auxiliarist who coordinates with the USCG Order Issuing Authority to provide orders for this facility. Put the AAC phone number in the field below the name.

## Basic Plane Information

6. Type: the generic name and FAA flight plan type with FAA equipment code.
7. # of engines: single, twin, etc
8. Horsepower: Horsepower of each engine (examples; 260, 2x180, 180/120). This number is used to determine the SAMA rate so use the actual HP not the stock HP. For example, a 182 that has been upgraded from an O-470 (230hp) to an IO-470 engine (260hp) should report 260.
9. Inspection Expiration Dates:
  - a. FAA: The date the Annual Inspection EXPIRES. Remember, an annual expires the last day of the 12th calendar month.
  - b. AUX: The date the USCG Aux inspection EXPIRES one year to the date plus 45 days. Don't count on the 45 days working. I don't think that AOM has implemented the extra days. Reference Aux Operations Manual Annex 2; Section D.1

10. IFR Capable: Is the plane equipped & Certified for IFR operations, Yes/no

### **Owner section**

11. Name(s) of the owner
12. Owner cell phone number
13. Owner email address

### **Plane Location**

14. Airport name, include ICAO Identifier.
15. City and State of the airport

### **Plane Capabilities**

16. Max Crew: the maximum number of people that the plane can carry. This may not be the same as the number of seats.
17. Max Fuel: Total amount of fuel the plane is capable of loading.
18. Max Payload: Max gross takeoff weight minus basic empty weight.
19. Payload w/ Max Fuel: Max gross takeoff weight minus (basic empty weight plus weight of full load of fuel).
20. Cruise TAS: air speed you would use going to/from a search location
21. Burn /hr: the fuel usage rate you would use in normal cruise flight.
22. Endur. Hrs: hours of endurance at cruise burn rate less one hour of reserve.
23. Range: Cruise TAS times Endurance hours (with 1 hour reserve)
24. Search TAS: True Airspeed used to fly search patterns and other surveillance activities. Each pilot will need to determine this for his/her airplane. It is a compromise between looking at the ground (slower is better) and looking over the nose for other air traffic.
25. Fuel Burn @ search TAS: Fuel burn when you are flying at the search TAS.
26. 3 hour sortie payload: Compute the max payload with 4 hours of fuel (3 hours of flying at cruise speed plus 1 hour of reserve). Assume cruise TAS burn rate and any climb, descend, and taxi allowances needed.
27. Max Range with 1 hour search: assume calm air, one hour at search burn rate, 1 hour reserve, Cruise TAS & fuel burn, and returning to starting point.
28. Cost/hour: Estimated cost/hour including fuel. Assume SAMA maintenance plus estimated fuel burn time your typical fuel cost. The Aux Air Coordinator may change this based on SAMA and a different fuel cost assumption.
29. SAMA Class: The plane type, based on engine horsepower, used to determine the SAMA reimbursement. Here is a link to the SAMA version in August 2012.  
<<http://rdept.cgaux.org/documents/SAMARates.pdf>>

30. Facility notes: any additional information that the owner/primary pilot thinks a user of the form might like to know about the facility

### **Pilot sections**

#### **(For both primary and secondary pilots)**

31. Name: the name of the USCG Aux pilot who flies the facility the most. This is usually, but not always, the name of the owner. For example, if a member of the Aux owns a plane but does not qualify as a USCG Aux pilot it is possible that the primary pilot would be an Aux member who does qualify while the owner acts as an observer.
32. USCG Aux Member #
33. Cell Tel: cell phone number of the pilot.
34. Email address: email address of the pilot
35. FAA License: The pilot's license type. IE; Private Pilot Single Engine Land (PPSEL), Commercial Pilot Single Engine Sea (CPSES). In the case of multiple ratings put the rating most appropriate to the facility. The other ratings should be listed in the pilot bio.
36. USCG Aux Level: one of three levels 1) Co-pilot, 2) Pilot, 3) Aircraft Commander.
37. IFR Rated: yes of the pilot is IFR rated.
38. PIC Hrs: The pilot's number of Pilot-In-Command hours
39. SAR CK Expiration: The date the pilot's SAR check ride expires. Normally 2 years after the ast SAR check ride.
40. BFR Expiration: yes I know, the FAA just calls them Flight Reviews now but everyone else calls them BFRs. This date should be the next time the pilot needs a BFR. Don't forget that a BFR is calendar months so the date should be the last day of a month. Also, most sorts of check rides count as BFRs. Note: your SAR check ride and your BFR should expire on alternate years.
41. Medical type/date: What type of medical did you last receive and when does it expire for use as a class III medical. Class I, II, & III medicals all expire on different schedules but are valid for USCG use as if they were all Class III medicals. Your age also gets mixed into the expiration date.
42. Picture: Include a picture of the pilot. A head & chest picture is best. It will be used to recognize you.
43. Bio: Include a short biography of the pilot. Include information to allow the reader to know a little bit about you. While professional information is appreciated, focus on relevant USCG Aux and aviation experience.
44. Availability: put down how fast you would be "wheels up" from the time you get an unexpected request. Include estimate for flight planning and preparation, travel to airport, pre-fighting the plane, and anything else you would need to do between. B3 would be 3 hours, B4 would be 4 hours, etc. Make the estimate for each day of the week. It is quite possible, and reasonable, for you to be B8 for a weekday

where you get a call while at work. It is also reasonable to be NA for some/all of the days. Note: this is not for the time it takes to prep for a mission you have pre-arranged.

45. RWAI: Rotary Wing Air Intercept. Check if qualified to fly as a RWAI target plane.
46. FAA Night: Is the pilot night current. With FAA night currency being a 90-day cycle, just indicate if you are current as of the date of the form. You are required to decline a mission that requires night flight if you are not night current. Also, don't forget that to accept a USCG mission you and your crew are required to have instrument ratings.
47. First Light: Check if you are willing to take calls in the middle of the night so that you can be on scene at dawn.
48. USCG night: Check if, as of the date of the form, you are qualified and current for night flights as an USCG aviator. There are restrictions and requirements beyond the FAA requirements for flying at night. Per Aux Operations Manual; annex 1 section I.3; You must be an aircraft commander, as well as have flown 10 hrs IMC Simulated IMC or Night in last 6 months and 5 of which must be within last 3 months.
49. Emergency Contact: Name and Phone number(s) of an emergency contact. There is room for up to two phone numbers. Home and cell, home and work, etc.

**Form Note:** This form was developed with Adobe Acrobat Pro XI. Unfortunately, I have found no way to make an image a form field for use by Acrobat Reader. Someone with access to Acrobat Pro will need to add the pictures to the individual form.

Change Notes: this section is for the form review and would be deleted once the form is approved. Note: comments from John Manganaro are Red and ALL CAPS. Ted's response is in brackets, blue, and signed.

### Open Questions.

1. Is the USCG Call sign needed?. It is in AOM but none of the div 6 planes have it filled out? **NO**
2. When does a USCG Aux facility inspection expire? Actual date, calendar month like the FAA annual, or at the end of the calendar year that the inspection is for. The 7005 seems to imply the end of the calendar year. **I THOUGHT IT WAS THE END OF THE MONTH.** [ I found a reference in the Aux Operations manual (page A2-13) that states the inspection is good for 45 days past the 1 year mark. Of course, AOM is set up to "REYR" your facility if it is over one year since the last inspection. - Ted]
3. On the costs area (cost/hour and SAMA) What should we put there? Is this something that should be up to the owner? An estimate of fuel+sama which can vary widely depending on when/when fuel is purchased. Just the SAMA rate? **I WOULD ESTIMATE FUEL AND SAMA, AVERAGING FUEL PRICE THAT THE PILOT USUALLY PURCHASES.** [ instructions changed to reflect this - Ted]
4. Should we have the member number on this form? In light of the policy to avoid using the member number on forms I don't think that it is really required. It was included in the bio of the old form. **YES, I WOULD INCLUDE MEMBER NUMBER** [ ok, I will leave the number field on the form - Ted]
5. What are qualifications for checking the RWAI box? What training is necessary? **IT'S SPECIALIZED TRAINING THAT SHOULD JUST BE NOTED.**
6. What are the qualifications/requirements for checking the USCG Night box? **NEED TO BE AN AIRCRAFT COMMANDER AND FAA NIGHT CURRENT.** [ I found the actual reference and have changed the instructions. - Ted]

### Major Changes from original form

1. Moved horsepower to description next to the plane picture
2. Took out empty weight and max weight and put in max payload and max payload with full fuel. The idea here is that how much it can carry is more relevant to the reader than empty and max weight.
3. Added Medical type and date information to pilot information group.
4. Added a date line to document the currency of the data. Folks should be encouraged to fill a new one out when something changes. IE, medical, bfr, sar check, etc.
5. Added USCG Aux Pilot rating to the pilot information group.  co-pilot, pilot, aircraft commander

6. Deleted Lat/long of plane location. I don't think that we really need Lat/Long for the location of the plane. It seems that airport name and city should be enough.
7. Added IFR capability of the plane.
8. Changed seats and crew to just MAX seats. It is not really important how many seats there are, just how many people can be squeezed in. my old 172 had 4 seats but you could only put 4 people in it if 2 of them were kids.

Change from ver 1.1 to 1.2

- 1) Added Section to the top of the instructions making it clearer that the form should be filled out in Acrobat Reader and then the FILE should be sent to the AAC NOT a scanned and/or printed version of the file.
- 2) Added title to the section for the "top of the form"