



GROUP 3
FLORIDA WING, CIVIL AIR PATROL
UNITED STATES AIR FORCE



January 1, 2020

MEMORANDUM FOR GROUP 3 FLWG

FROM: Project Commander and Cadet Commander
MacDill AFB Presents Tampa Bay AirFest 2020

SUBJECT: MacDill AFB Presents Tampa Bay AirFest 2020 Operations Order

EVENT DESCRIPTION: MacDill AFB has invited CAP to participate and assist with 'MacDill AFB Presents Tampa Bay AirFest 2020 air show. The show is open to the public and includes an extensive ground display, vendors and an air show featuring the Navy's Blue Angels demonstration team. The dates of the air show are 28 & 29 March 2020.

OBJECTIVES of ACTIVITY:

- Support the USAF in static displays, communications, first aid and safety.
- Develop teamwork throughout FLWG and USAF.
- Provide a positive training environment for cadets that reinforce the core values of Civil Air Patrol and the United States Air Force, in order to further develop the cadets' leadership and followership skills while performing community service, and providing a first-hand experience in supporting the military at the airshow.
- Promote aerospace education through interactive tours of USAF aircraft and exhibits.
- Expose the cadets to elements of the incident command system through mentoring with command and general senior staff.
- Further awareness of CAP in the community by staffing a recruitment booth and visibility at the airshow.
- Have fun

DATES: 27-29 March 2020

LOCATION: MacDill AFB, Tampa, FL

ARRIVAL:

STAFF MEMBERS (Cadet and Senior) will arrive on base at the MacDill camp site no later than 1400 on Friday, 27 March for in-processing. Destination location on MacDill AFB is the baseball field (subject to change) located near the Recreation Facility.

NON-STAFF MEMBERS will arrive no earlier than 1600 but no later than 2000 on Friday, 27 March for pre-registration and uniform/grooming inspection at the central designated pick-up/drop-off staging area; the Target Store parking lot at 3625 W Gandy Blvd, Tampa, FL 33611

NOTE: Senior members and Cadets will NOT be allowed to proceed to participate in this activity unless they meet the proper uniform and grooming standards as prescribed in CAPM 39-1.

Once processed through pre-inspection, Cadets will be transported to MacDill AFB to the camp location for in-processing.

DISMISSAL: Out-processing and dismissal from the activity will be between 1800 and 1900 on Sunday, 29 March. Cadets will be transported to the designated pick-up/drop-off location; the Target Store parking lot at 3625 W Gandy Blvd, **Tampa**, FL 33611 **NOTE:** This is a weekend activity. All participants should arrange to arrive and depart on the dates and times noted above. Any exceptions to this must be cleared with the Project Officer and Cadet Commander.

DESIGNATED PICK-UP and DROP-OFF LOCATION: Target shopping center parking lot Northwest corner of Gandy Blvd and Dale Mabry, 3625 W Gandy Blvd, **Tampa**, FL 33611

TRANSPORTATION: Transportation to and from the event site is the member's personal responsibility. It is encouraged that groups get together and arrange carpools. We also recommend contacting your Group staff to arrange to use corporate vans for transport to/from/during activity. Corporate vans will be assigned to Transportation during the activity. No cadet will be allowed to operate motorized vehicles (Including golf carts) during the activity.

Access to MacDill AFB: CAP members who are participating in this activity who are licensed drivers and/or 16 years of age or older, must provide their Full name (Last, First, M.I.) and driver's license number. The Driver's License # will only be on base paper work sent to base Security. Once the event is underway, access to the work site will be extremely limited, expect long delays.

Privately owned or corporate vehicles will be allowed on base as long as the driver and ALL occupants are on the base access list, to enter MacDill AFB. Prior, prompt and complete registration is required.

(You will be turned away if not on the list. LATE ADDITIONS TO THE LIST WILL NOT BE MADE)

Transportation during the activity is provided by CAP on MacDill AFB. There is no requirement to exit or leave MacDill during the activity. All activities are confined to the base.

PRIVATELY OWNED VEHICLES (POVs): Civil Air Patrol and its affiliates are not responsible for any damage or theft to any participant's vehicle and/or its contents. Any Cadet (including cadet staff) who brings a POV to the activity is required to show proof of registration and insurance as well as secure the vehicle and turn in the keys during sign-in.

SAFETY: Safety of personnel and assets (CAP and public) will be the number one priority. A safety/ORM brief will be conducted by the activity Safety Officer or Commander to include discussion about hazards, with focus on weather and hydration. Additional safety briefings will be held prior to all activities where additional hazards are expected to address these hazards. Air/Ground Ops will coordinate with Mission Staff to ensure that critical mission/safety information is briefed to aircrew and ground teams (See CAPT 60-1 and mission checklists). The activity commander and the safety officer have completed ORM to the intermediate level. All members will have completed ORM and all adult members will have completed CPPT. Both the activity commander and activity safety officer will have quick and easy means to access the Wing Emergency Notification Hotline (WENH) at 1-888-359-4727 and will be familiar with reporting through this system (CAPR 62-2). After utilization of the WENH and following Wing's immediate directives, Group Safety Staff and/or Group Command staff will be notified. Posting of this Ops Order is acknowledgment that this reporting responsibility is understood and will be complied with IAW FLWG directives.

All safety Inquiries will be directed to the Safety Officer, LtCol Yvonne Rodriguez at **yrodriguez@flwg.gov**, or (727) -710-1224

- **Hydration:** ALL participants will bring CAP-recommended water carrying devices (web belt with a canteen holder and canteen or camelback) and sunscreen. All participants need to begin hydrating at least 2-3 days prior to arrival. Stay away from heavily caffeinated beverages (Mountain Dew, Dr. Pepper, Energy drinks, etc.) at least 24 hours before you leave your home. You put yourself and the successful completion of this USAF-assigned mission at risk when you're not fully hydrated.
- **Sun Protection:** Proper care from sunburn begins with you. You should bring sunscreen with at least a protection rating of SPF-45. Consider those brands designed for sports and will not sweat-off. Expect to wear your uniform with sleeves down throughout this activity.
- **Nutrition:** Remember to eat before arriving at Air Fest on Friday. There will only be a light meal or snack available on Friday evening. During Air Fest, you must be certain to eat what you are given. The meals will be good and filling, so fill up!

UNIFORMS: All CAP members must meet the grooming and weight standards prescribed for AF-style uniforms in Attachment 2 of CAPM 39-1. Standards for wear of AF-style uniform will be strictly enforced. Senior Members who do not meet the standards of wear for an Air Force style uniform for reasons of grooming or weight standards, may wear the CAP field uniform (blue BDU).

SENIOR/CADET STAFF: All staff must be a current CAP member, in possession of a current CAP I.D. card 101 card and a CAPF 161, and be in good standing with Civil Air Patrol.

All Staff: All staff (Cadet and Senior) must have completed the following:

- ICUT as indicated on the members 101 card. In addition,

Cadet Staff: Cadets 18 and over must complete the Cadet Protection Policy Training (CPPT) prior to this activity.

Senior Staff: All seniors must have completed Level 1, to include the new CPPT module. A current CAP driver's license is also desired.

CONDUCT: During this activity, everyone is expected to perform as a professional and to conduct themselves in a manner as to bring credit to oneself and the Civil Air Patrol. The Cadet Protection Policy will be strictly enforced. The appearance of impropriety is justification for dismissal by the commander. The Florida Wing Cadet Honor Code will be strictly enforced. Any member disrupting the activity will be counseled and may be dismissed by the commander. Members dismissed from this activity are responsible for transportation from the activity.

MEALS: All meals will be provided during the activity (light meal available on Friday, breakfast/lunch/dinner Saturday, breakfast/lunch on Sunday).

ACTIVITY FEE: Cost per participant is \$25.00, to be paid online at registration, The fee covers cost of meals and supplies. Fees will not be refunded to no-shows.

APPLICATION PROCEDURES (ALL Participants):

All participants will sign up on-line at Airfest 2020 Application-Sign-up, and complete, sign and mail both a CAPF161, and CAPF60-81. with payment.

Sign-up Instructions:

1. Complete the electronic form located at Airfest 2020 Application-Sign-up **State Driver's License Number.** All personnel over the age of 16 **MUST** provide their state driver's license number. This is for AFB security purposes only.
2. **Download and complete the CAPF161.** The link to the form is at Airfest 2020 Application Sign-up Note: Make sure both forms are signed as indicated. The CAPF31 requires your unit Commander's signature as well.
3. **Download and complete the CAPF60-81.**
4. upload the completed CAPF60-81 and CAPF161, and the activity fee of \$25.00 to the Formstack sign up pages

Alternatively, you may mail your paperwork to:

Civil Air Patrol/Air Fest c/o
Lt. Maica Beebout
30639 NICKERSON LOOP
WESLEY CHAPEL FL 33543

INQUIRIES: Forward all inquiries to the Commander, Capt Chris Krier at CKrier@gflwg.gov

Emergency phone number during AirFest :Capt. Chris Krier (813)767-4261

CHIS KRIER, CAPT.,CAP
Commander

MacDill AFB Presents Tampa Bay AirFest 2020

CHARLES READ, C/Col, CAP
Cadet Commander

MacDill AFB Presents Tampa Bay AirFest 2020

Attachments

1. Equipment/Packing List

Attachment 1

EQUIPMENT LIST

ANY EQUIPMENT ON THIS LIST NOTATED AS CONTRABAND OR NOT ON THIS LIST IS SUBJECT TO BE CONFISCATED UPON ARRIVAL AT THE ACTIVITY. IT WILL BE RETURNED AT THE END OF THE ACTIVITY. IF YOU BRING CONTRABAND WE CANNOT GUARANTEE ITS SAFETY.

PROHIBITED ITEMS: Weapons and knives

All items should be labeled with your last name initial and the 6 digits of your CAPID. Example: Cadet Smith, CAPID 370000 will label all items S370000 in permanent marker. Storage space will be limited to member's tent capacity. All cadets should minimize their gear to one suitcase or duffle bag for ease of transport. **NOTE: Cadets will need to be able to carry their own gear without assistance, so minimize your gear to one duffle bag/suitcase and one tent bag.**

BASIC ITEMS

- Tent (may share with others of same member type and gender)
- Sleeping bag or blankets
- Canteen w/web belt or Camelback (Camelback – black, brown or tan only)
- Folding Chair (optional)
- Flashlight w/ extra batteries
- Pencil or Pen
- Small Memo Book that fits in your pocket
- Poncho

CLOTHING

- 1 complete set of BDUs with patches/insignia
- 1 blue web belt with open buckle subdued black
- 2 black T-shirts (for BDUs)
- 2-3 pair heavy black socks (for BDUs)
- 1 pair broken in plain, black combat, jungle, or jump boot; shined **MAKE SURE BOOTS ARE BROKEN-IN PRIOR TO ACTIVITY AND FITTED WITH COMFORT INSOLES**
- 1 pair gym shorts (for light PT)
- 1 gym shirts (for light PT)
- 1 pair white gym socks (for PT)
- 1 pair worn-in running shoes (for PT)
- 2 pair underclothing
- Extra clothing (as needed) **PERSONAL HYGIENE**
- Toothbrush and toothpaste
- Soap
- Insect repellent
- Comb/brush
- Shampoo/Conditioner
- Wash Cloth/Small Towels/Beach Towel
- Shower Shoes (for shower)
- Earplugs (if needed)
- Deodorant
- Shaving kit (as needed)
- SUNSCREEN (SPF 45 or stronger)**
- Medications (must be disclosed upon sign-in)
- Meals and bottled water will be provided. Snacks are suggested for you to bring.

OTHER

- Current CAP membership card
- 2 CAP Form 161
- 1 CAP Form 60-81
- Personal First Aid Kit w/mole skin (optional)