



HEADQUARTERS NEVADA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
2890 Vassar Street, Suite A
Reno NV 89152



02 November 2023

MEMORANDUM FOR NEVADA WING PILOTS AND FLIGHT RELEASE OFFICERS

FROM: NVWG/CV

SUBJECT: Member-Paid Flying (B Missions)

1. Limitations in available funds have made it necessary to make changes to financial procedures for member-paid flying, also known as "B-mission flying."
2. Pilots should utilize A-mission flying whenever it is appropriate to lessen the financial burden on themselves and the wing. For A-mission flying, no payments are required and the procedures in this memo do not apply.
3. Previously, members or entities utilizing B-mission flying needed only to pay for fuel, and Nevada Wing would pay the dry hourly rate to cover aircraft maintenance as specified in CAPR 173-3. Going forward, the wing will pay the dry hourly rate only for the following types of flying.
 - a. All cadet flight training (B27, B28).
 - b. All glider towing and glider flying.
 - c. Proficiency flights, but only one per calendar quarter for qualified transport mission pilots, orientation pilots and SAR/DR mission pilots (B12).
 - d. CAPF 70-5 and 70-91 checkrides (B7).
 - e. Squadron-funded emergency services training (B5, B12).
 - f. Other flying on a case-by-case basis approved only by the wing commander, vice commander or director of operations.
4. Members will still be responsible to pay for fuel for B-mission flying. There is no change to this part of the policy. Members should use personal credit cards to pay for fuel so that no reimbursement is necessary. Squadrons or other entities such as scholarships utilizing B-mission flying should pay with the AvCard specific to the airplane being flown. The wing will then bill the responsible entity. Pilots should never use the EFS Mastercard for B-mission flying.
5. For all B-mission flying, pilots should fill out the online NVWG Form 173-1 linked [here](#). Checks should be made payable to "Civil Air Patrol" and left in the airplane or mailed to the director of finance at the address on the online form. The wing is currently working on an automated billing system which will be announced later.

6. Flight release officers and pilots are jointly responsible for ensuring these procedures are followed. FROs should make sure the proper credit card will be used for fuel before releasing the flight and remind pilots to fill out the online form during the debriefing.
7. This memorandum will be incorporated into the NVWG supplement to CAPR 173-3 which is currently in progress.
8. Questions should be directed to the director of finance.

//Signed, jpg, 02 Nov 23//
PETER J. GOERTZEN, Lt Col, CAP
Vice Commander & Director of Finance

cc:
Nevada Squadron Commanders
NVWG/CC
NVWG/CS
NVWG/DO
NVWG/WA