



**NEW YORK WING HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
WESTCHESTER COUNTY AIRPORT
24 LOOP ROAD (BLDG 1)
WHITE PLAINS, NEW YORK 10604-1218**



1 MARCH 2021

MEMORANDUM FOR REDBIRD OPERATORS

FROM: NYW/DO & NYW/CC

SUBJECT: STANDARDIZED PROCEDURES FOR REDBIRD FMX SIMULATORS

1. Using grant funds, New York Wing was able to purchase three Redbird FMX full motion flight simulators. These simulators are located under the command and control of the Group Commanders in Central New York Group, Long Island Group, and South Eastern Group.
 - a. The simulators represent an almost \$300,000 investment by NYW. They are aircrew training devices that **must** be treated with the same care and respect as our aircraft.
2. The purpose of this memorandum is to standardize procedures for management, utilization, and care of the simulators across the Wing.
3. The primary purpose of the simulators is the advancement of aviation and aerospace education in our Cadet Program, whether that is actual flight training or simply exposure. The secondary purpose is the training and currency of Form 5 qualified pilots.
4. MANAGEMENT:
 - a. Group Commanders **will** appoint a primary “Simulator Manager” in writing. Appointment memorandum will be posted on the NYW website for reference. This member will be responsible for the care and proper operation of the simulator.
 - i. Assistant Simulator Managers may be appointed at the direction of the Group Commander.
 - ii. Simulator Managers **will** be Senior Members that are FAA licensed pilots.
 - iii. Appointments **will** be made in writing to the NYW/DO.
 - b. The method utilized to schedule use of the simulator will be at the discretion of the Group Commander and Simulator Manager.
 - c. A fee of **\$25.00 per hour** will be charged to all Senior Members utilizing the simulator. Groups will ensure that **\$10.00 of each hour billed will be earmarked for the Wing Redbird line** when deposits are made to the Wing Banker Program.

- i. No fee will be charged to any Cadet that utilizes the simulator.

5. UTILIZATION:

- a. As stated, primary purpose of the simulators is the advancement of aviation and aerospace education in our Cadet Program. **Cadets will be under the supervision of a Simulator Manager or approved member at all times** when the simulator is operational.
- b. The secondary purpose is the training and currency of Form 5 qualified pilots. Additional use may be authorized for CAP members who are FAA licensed Private Pilots (or higher certification), but have not yet completed a Form 5.
- c. Simulator Managers may train and qualify Cadet and Senior Member FAA licensed Private Pilots (or higher certification) to operate the simulator outside their presence with Group Commander approval. Authorizations **will** be made in writing to the NYW/DO.
 - i. Group Commanders may authorize non-pilots to operate the simulator for aviation awareness purposes only. Authorizations **will** be made in writing to the NYW/DO.
- d. Cadets **will not** act as instructors for other Cadets.
- e. With permission from a Simulator Manager, other additional use may be allowed for educational and awareness purposes.
- f. Utilization **will** be documented on a standardized NYW log, tracked by hours using the Hobbs meter inside the simulator.

6. CARE:

- a. As stated, the Redbird FMX simulators are aircrew training devices that **must** be treated with the same care and respect as our aircraft.
- b. Discrepancies, issues, and/or problems **will** be handled by the Simulator Manager, who will coordinate repair if/as needed.
- c. The Wing DO **will** be made aware of any maintenance issues that render the simulators unusable.

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GRANT W. SUSSEY, Maj, CAP
Director of Operations, New York Wing

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JOHN A. JONES, Col, CAP
Commander, New York Wing