

Cadet Leadership Development Weekend Pre-Event Information

Emergency Contact Info

During the event your emergency point of contact is Lt Col Todd Mandel. He can be reached at 608-633-1496 or todd.mandel@wicap.us. The backup point of contact is Lt Col Robert Koehler at 920-475-4865 or Robert.koehler@wicap.us.

CAPF 60-80 Permission Slip

CADETS ONLY: Complete the attached CAPF 60-80 and hand carry it to the activity. The forms will be turned in at check-in.

Arrival, Transportation, and Pick-up

Arrival: Students arrive by 1900 hours on Friday evening. You will check in at Building 475.

Transportation: Transportation to/from Volk Field is the responsibility of the member. You should check with your home squadron to see if they are coordinating transport to/from the event. Members who will arrive later than 1900 should please email Lt Col Mandel at todd.mandel@wicap.us.

Pick-up: Pickup can occur at 1230 hours on Sunday. Parents who are picking up their cadet from Volk Field are asked to contact Lt Col Mandel at todd.mandel@wicap.us prior to Wednesday, 08 Nov to be added to a list. You will pick up your cadet at the main gate to Volk Field. We will transport your cadet out to you as you will not be allowed to go past the front gate area unless you have a valid CAC, DBIDS, or retired military ID card.

Meals & Lodging

Lodging will be in dormitories. Assignments will be provided at check in. Linens, blankets, and pillows will be provided (**we are not providing towels so please pack one**). We will provide the following meals: Saturday breakfast, lunch, and dinner and Sunday breakfast. If you have special dietary needs or food allergies, **please let me know immediately.**

Packing lists follow on the next two pages – note they are different depending on your school. We cannot stress strongly enough the need for warm outerwear. Each year some number of cadets arrive without jackets, hats, or gloves. Much of the weekend is spent working on drill outdoors in mid-November in Wisconsin. Please help your cadet be successful by ensuring they bring jackets, hats, gloves, and warm socks for their boots.

Airman Training School Packing List

- Uniforms:
 - Blues uniform: Short Sleeve Blue Shirt, Blue Pants, Blue belt with nickel tip and buckle, Flight Cap with Cadet Enlisted Insignia, Nameplate, Ribbons, black dress shoes, white V-neck t-shirt, black crew length socks
 - Airman Battle Uniform: ABU blouse, ABU pants, tan rigger belt, black combat boots, blousing bands, ABU hat
 - Cadets who do not yet have a uniform or do not have complete uniforms as listed above: Black t-shirt with no printing, Khaki pants. Note that if you do not own khaki pants you can substitute blue jeans in good condition. If you do not have black t-shirts without printing you may substitute a squadron t-shirt if you have that. **Please wear shoes that are good for drill and for being outside.**
- Civilian attire and Undergarments
- PT Gear – Running/Sweatpants, Sweatshirt, t-shirt, running shoes
- Rain poncho
- Toiletries
- **Bath towel – towels will NOT be provided**
- Notebook, pen, paper. Phones are allowed.
- **Outerwear – this is a critical item as we will be outside. This includes an appropriate jacket, hat, and gloves.**
 - Jacket – A uniform-compliant jacket is preferred, however if you do not have one then please wear a civilian jacket that will keep you warm.
 - Hat – Please bring a black stocking cap. If you do not have one, then bring any stocking cap (conservative colors preferred)
 - Gloves – Black gloves. If you do not have black gloves then bring any pair that will keep your hands warm (conservative colors preferred)

Non-Commissioned Officer School Packing List

- Uniforms:
 - Airman Battle Uniform: ABU blouse, ABU pants, tan rigger belt, black combat boots, blousing bands, ABU hat
- Civilian attire and Undergarments
- PT Gear – Running/Sweatpants, Sweatshirt, t-shirt, running shoes
- Rain poncho
- Toiletries
- **Bath towel – towels will NOT be provided**
- Notebook, pen, paper, laptop/tablet. Phones are allowed.
- **Outerwear – this is a critical item as we will be outside. This includes an appropriate jacket, hat, and gloves.**
 - Jacket – A uniform-compliant jacket is preferred, however if you do not have one then please wear a civilian jacket that will keep you warm.
 - Hat – Please bring a black stocking cap. If you do not have one, then bring any stocking cap (conservative colors preferred)
 - Gloves – Black gloves. If you do not have black gloves then bring any pair that will keep your hands warm (conservative colors preferred)

CIVIL AIR PATROL CADET ACTIVITY PERMISSION SLIP

SUGGESTED BEST PRACTICE for LOCAL "WEEKEND" ACTIVITIES:

Announce the activity at least 2 weeks in advance and require participating cadets to sign-up via this form 1 week prior to the event

1. INFORMATION on the PARTICIPATING CADET

Cadet Name:	Cadet Grade:	CAPID:
Unit Charter Number:	Activity Name:	Activity Date:

2. INFORMATION about the ACTIVITY

For hotel-based activity or conference Grade & Name of Supervising Senior:	For hotel-based activity or conference Supervising Senior initial to acknowledge responsibility:
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3. PARENT's or GUARDIAN's CONTACT INFORMATION

Parent or Guardian Name:	Relationship to Cadet:	Contact Number on Date(s) of Activity:
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4. OTHER DOCUMENTS REQUIRED to PARTICIPATE

Check those that apply and attach with this form

<input type="checkbox"/> CAPF 31 Application for Special Activity	<input type="checkbox"/> Other / Special Local Forms (specify)
<input type="checkbox"/> CAPF 160 CAP Member Health History Form	
<input type="checkbox"/> CAPF 163 Provision of Over the Counter Medication	

5. PARENT's or GUARDIAN's AUTHORIZATION

Cadets who have reached the age of majority, write "N.A."

I authorize my cadet to participate in the activity described above.	Signature:	Date:
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Disposition: Units may discard this completed form when the activity concludes.

Please detach on the dotted line. The upper portion is for CAP and the lower portion is for the parent's or guardian's reference.

6. HELPFUL INFORMATION for PARENTS & GUARDIANS

To be completed by the cadet with assistance from local leaders or activity hosts

Activity Name: WIWG CLDW	Activity Date & Time: 10-12 Nov 2023
Activity Location: Volk Field ANGB	Activity <input checked="" type="checkbox"/> classroom, tour, light duty <input type="checkbox"/> backcountry
Participation Fee: \$55	Format(s): <input type="checkbox"/> physically rigorous <input type="checkbox"/> flying
Payment Due: Already paid	Transportation Rally Point: Contact your unit
Transportation Provided? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Extra Fee:	CAP Point of Contact Name: Todd Mandel
"High Adventure"? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain:	The supervising adult staff is expected to include <input type="checkbox"/> men only <input type="checkbox"/> women only <input checked="" type="checkbox"/> men and women
Meals: <input checked="" type="checkbox"/> Provided <input type="checkbox"/> Bring own food <input type="checkbox"/> Bring money	Emergency Phone: 6086331496
Equipment Needed: <input type="checkbox"/> See website or flier for equipment list	Activity Website: wiwg.cap.gov
	Estimated Time Returning to Home or Rally Point: 1230 dismissal