



CIVIL AIR PATROL  
United States Air Force Auxiliary  
Squadron 23 (CA-016), Marin Air Rescue, California Wing  
551 AIRPORT ROAD, BOX 15  
NOVATO CA 94945-1404  
<http://flt23.cawg.cap.gov>  
[pcrca016@earthlink.net](mailto:pcrca016@earthlink.net)  
Phone/Fax: (415) 897-2777



**MARIN SAREX – PLRCA04-017**  
**30 Apr-2 May 2004**  
**SPECIAL INSTRUCTIONS (Rev B, 4/30/04)**  
**<http://sq23.cawg.cap.gov>**

**GOALS:**

- Reinforce Necessity of Safety
- Incident Command System (ICS) Development and Proficiency
- Emergency Field Skills (Ground and Air) Development and Proficiency

**AIRPORT PROCEDURES AND CONSIDERATIONS:**

- “Gnoss Field” (pronounced with a silent G) – DVO (<http://www.airnav.com/airport/KDVO>)
- Runways 13 and 31 (3300 x 75 feet, paved, lighted, VASI, 2ft MSL)
- All patterns are NE of the airport (Right Traffic 31, Left Traffic 13), TPA 1002ft MSL
- Noise sensitive area SE of airport. Avoid straight-in 31/straight-out 13. Calm or direct crosswind use 13.
- TFR expected at Sears Point Raceway 5NM East of Gnoss...check NOTAMS!
- Common reporting points:
  - o “Mouth of the river (where it opens to the Bay)” when inbound from the South
  - o “Sears Point (Raceway)” when inbound from the East (if not under TFR!)
  - o “Bend in the River” when on the 45 for 31
- Fuel is available via truck (contact “EMC Fuel” on CTAF or 415-897-1653)
- Park in marked spaces (South end of the ramp). Numbers are 410-414 and 610-614, all facing the runway. Planes with CAP paint scheme in row 600. There will be no ramp fees for planes involved in the SAREX!
- Cautions:
  - o Towers East of the airport are 520 feet MSL and just inside the pattern
  - o Prevalent winds are from the SW-to-W (brush up on crosswinds before arrival!)

**COMMUNICATIONS:**

- Airport:
  - o AWOS: 120.675 or 415-897-2236 or 877/ANY-AWOS
  - o CTAF: 123.075 (also used for “EMC Fuel”)
  - o NorCal App: 124.325 inbound, outbound, & IFR clearances (new frequency)  
NOTE! As of this publication, the old OAK Center Freq 127.8 is still being used! Check NOTAMS.
  - o Transponder: As assigned by Center (CAP is trying to arrange dedicated codes for the weekend but this has not yet materialized).
- CAP (“Marin Base”):
  - o CAP Acft: Mt Diablo Alternate Repeater (or as assigned)...pre-departure radio check  
NOTE: Use channel 84 on Tait 2020 radios, check frequency card on Midland radios
  - o Private Acft: 131.8...pre-departure radio check
  - o Ground Teams: Mt Diablo Alternate Repeater (or as assigned) ...pre-departure radio check
  - o Base Phone: 415-897-2777
  - o Flight Releases: Base Phone or 707-235-2524 or 415-336-5196 or 415-302-9384

**INBOUND & OUTBOUND CONSIDERATIONS:**

- All inbound flights require flight release by Marin Base prior to departure. The use of other Flight Release Officers is not permitted. Prepare CAPF 104 in advance (see <http://cawg.cap.gov/html/operations/mes.htm>). Call between 1700 and 2000 the night before the proposed flight for final release.
- All inbound and outbound flights > 50NM require filing and use of FAA flight plan
- If equipped, DF and CAP FM radio will be on and monitored for the entire duration of the exercise, including travel to and from
- All outbound flights require positive closure via flight release numbers noted above or radio
- Driving directions can be found on the Squadron 23 website under “About”

**TIMING:**

- Friday:
  - o 1700-2000: Meeting of ICS Staff Mentors and phone briefings of Saturday's inbound pilots
- Saturday:
  - o 0730-0830: Check-In
  - o 0845-0915: Briefing for All Personnel
  - o 0930-1700: Ground and Air Crews briefed and sent into the field
  - o 1700-2000: Closure of outbound flight releases and phone briefings of Sunday's inbound pilots
- Sunday:
  - o 0730-0830: Check-In
  - o 0845-0915: Briefing for All Personnel
  - o 0930-1700: Ground and Air Crews briefed and sent into the field
  - o 1700-2000: Closure of outbound flight releases

**PERSONAL GEAR:**

- Appropriate uniforms are mandatory for all roles.
- ID Card to confirm current membership. ES card to confirm ratings (MMU will also be referenced).
- Gridded charts with numbers confirmed against Marin Base charts
- Bring digital cameras if available

**MISCELLANEOUS:**

- Please fuel and pay after each flight, including inbounds. Don't leave us to try to work out any unpaid bills!
- Competency checks will be conducted prior to all air and ground sorties...know your regs and equipment
- Restrooms: 2 inside Pilots' Lounge, 1 "mobile" outside Pilots' Lounge, 1 in Piper building
- Cell phone service at the field is very good. There's also a Pilots' Lounge phone for FAA flight plans.
- Computers are available with excellent internet access...please become more familiar with the WMU!
- Emergency: Dial 911. The closest urgent care facility is Novato Community Hospital (Southbound 101 2 minutes to Roland, East over the freeway then left to 180 Rowland Way). (415) 209-1300

**FIRST STEPS UPON ARRIVAL AT BASE:**

- Register (CAPID, ES Card, \$20, Sign in acft/vehicles, Sign release and get photographed for History Channel)
- Remove all personal gear from airplanes and turn in keys for safety inspection
- Get refreshments (and stay hydrated)
- Confirm chart gridding with master and prepare for general briefing
- Get started on your weight and balance. Don't give the briefers a blank stare when they ask for it.
- Prepare Form 108 for inbound leg. Get Form 104 to prepare for first sortie

**15-MINUTE CLASSES WHICH WILL BE OFFERED THROUGHOUT THE SAREX:**

- POD - How should I calculate it and what does it mean?
- Form 108's - How can I accelerate my reimbursement?
- Triangulation - What is it, how well does it work, and what are the common errors?
- Past Accidents - Why they happened, how hard are they to spot, what we can learn?
- MMU - What is it, why should I know how to use it?
- ICS - How does it really work, why do we use it, why are there so many forms?
- UTM - Why must we know this, is it really this simple?
- Wing Null - You mean I can DF effectively with my own airplane?
- Stealth Radio - Why didn't anyone tell me this cool stuff before?
- Reporting - What are the most common "I found it" reporting errors?
- Panel-mounted GPS - That's why I couldn't get it to display my grid?
- Handheld GPS - You mean I'm not the only one who didn't know all these tricks?
- Other - What little nagging questions do I have that someone here could answer?

**REIMBURSEMENT:**

- Form 108 must be complete, match Form 104/109, include receipts, and arrive by May 8
- Mail to:
  - o Civil Air Patrol (SAREX)
  - o 551 Airport Road, Box 15
  - o Novato, CA 94945

MICHAEL ALLEN  
2LT, SAREX Project Officer

GREG FELTON  
CAPT, Commander Squadron 23

**MARIN SAREX – PLRCA04-017**  
**30 Apr-2 May 2004**  
**SPECIAL INSTRUCTIONS (Rev A, 4/26/04)**  
**<http://sq23.cawg.cap.gov>**

**WISHLIST**

**ITEMS SQUADRON 23 WILL DONATE TO THE “HIGHEST BIDDER”:**

- Hanging white boards (3' x 4')
- T-34 canopy
- Various computers, monitors, tape backups, fax machines, copiers, cables, etc
- Solid tubes for storage and protection of DF antennas
- Plastic Inbox/Outbox trays
- Squadron message board (white linoleum set up with clips, clipboards, and engraved titles for each officer)
- Inkjet printers (1 black/white, 1 color)
- Fax (HP FAX 300)
- Rolling cart for overhead projector/TV/etc
- Aluminum tubing (various diameters)
- Electric pencil sharpener
- TV (Toshiba 24" Color, working condition unknown)
- VCR (Mitsubishi HS-U580 Perfectape, working condition unknown)
- Office desk
- Wooden podium

**ITEMS NEEDED BY SQUADRON 23:**

- Model airplane for classroom flight instruction
- Cadet uniforms (blues, BDUs, etc)
- Books, video tapes, and DVDs to supplement our Aviation Education library
- 110V Generator
- Building alarm
- Screens for all windows
- Construction materials to build a disabled persons ramp
- Flight suits
- Flags (CA and US)
- DF equipment with 243MHz capability
- Large tent/shade device
- Copier (or copier repair services)
- ELT magnetic mount car roof antennas
- Professional exterior sign
- LCD projector
- HF radio
- Van or Expedition for Cadets
- Airplane

Contact:  
Greg Felton  
CC, Squadron 23

[gregoryrfelton@yahoo.com](mailto:gregoryrfelton@yahoo.com)  
415-336-5196