

ACTIVITY APPROVAL REQUEST FOR SUBMISSION TO COWG COMMANDER

Evergreen Composite Squadron: RMR-CO-188

Evergreen Composite Squadron is requesting approval for the following activity:

Activity Name _____

Date(s) _____ Report Time _____

Activity Description

Reporting Location _____

Activity Location _____

Completion Date _____ Completion Time _____

Completion Location (if other than reporting location) _____

Activity OIC/POC _____

Contact Information Phone (_____) _____ Email _____

Fees _____ Check Payable to _____ Cash

Missions Supported AE ES CP

Transportation Squadron Van POV Both Not Required

Uniform BDU/Utility Blues Squadron T-Shirt Civilian Clothing

Meals Provided Bring Own Purchase – Bring \$ _____

Required Equipment (See Safety section below and Remarks/Supplemental Information section for possible additional information)

Required Documents

CAPF 17/CAPF 31 CAPID Card Parental Consent CAPF 60

Early Termination Parent Contact Document (at the discretion of the Activity OIC)

Emergency/Medical Information

Nearest Medical Facility _____

Street Address _____

City _____ State _____

Phone Number (_____) _____

Distance from Activity Location _____ Estimated Driving Time _____

Route

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Cadet Protective Practices: Cadet Protective Practice requirements of CAP NHQ HQ and RMR will be followed. When possible, two senior members will be present at all activities. However, a minimum of one senior member is required to be present at all times during the activity. Overnight activities require two senior members, to include one male and one female senior member if cadets of both genders are present.

Safety: Safety is of primary importance at all times during CAP activities. *Evergreen senior members must complete Basic ORM training prior to supervising cadet activities outside of normal squadron meetings.* Prior to each activity, ORM will be used to identify hazards, assess risks, and select control measures to mitigate risks. "On the fly" ORM will be emphasized throughout the event. All participants will attend an initial safety briefing at the beginning of the activity after arrival at the event location and prior to starting the activity. The "Buddy" system will be used by cadet participants at all times. During all activities, proper hydration will be briefed and monitored. Sunscreen will be required equipment for all outdoor activities. Weather conditions will be closely monitored by supervising senior members to ensure a timely response to changing conditions if appropriate.

Other Safety Considerations Specific to this Activity

Remarks/Supplemental Information