



Yolo County Sheriff's Aero Squadron

1090 Notre Dame Circle, Vacaville, CA 95687
(707) 365-0105

Ken Chan
Commander
(707) 365-0105

Shannon Newbold
Executive Officer,
ISO
(530) 758-4506

Brad Van Sant
Operations
Officer
(530) 383-9322

Keith Bakula
Secretary
(530) 908-5123

Wendy Lawson
Treasurer
(916) 782-4561

Al Epstein
Advisor
(916) 427-1010

EXECUTIVE ORDER 08-02

TO: ALL AERO SQUADRON MEMBERS
FROM: KEN CHAN, COMMANDER
SUBJECT: DAMAGE TO PROPERTY
DATE: JUNE 25TH, 2008

Effective immediately, members of the Aero Squadron involved in incidents that result in property damage (including to the Squadron aircraft) shall be required to report the incident to the Executive Board immediately. They are also required to submit written reports to the Commander within 48 hours of the occurrence of the damage.

The reports shall include but not be limited to the following:

- Date of report
- Name of reporting member & assigned crew
- Location/Date of Incident
- Injuries - to include number of injured, names and disposition
- Damage - Squadron & Civilian A/C, property
- Description of the incident & damage - include pictures if possible
- List of involved & contact information
- List of witnesses & contact information

Incidents resulting in damage to the Squadron aircraft shall require the aircraft to be grounded until the damage has been personally inspected by the Commander or their designee. The aircraft shall remain grounded until the Commander reinstates it to service.

Squadron members involved in the incident may be ordered to appear before the Executive Board to provide testimony as to their actions and observations. Members who refuse or ignore reasonable requests to appear maybe subject to disciplinary procedures. Failure to appear before the Executive Board may result in the investigation continuing and the findings of the Executive Board without the member's testimony.

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“Your Eyes In The Sky”

www.yolosherriffsaerosquadron.com



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Squadron Members who are found to be at fault in preventable accidents or due to an act of negligence maybe held financially responsible. They may also be subject to disciplinary procedures in those circumstances. Squadron members who are subject to financial penalties or disciplinary proceedings shall be notified in writing of the decision of the Executive Board. Members may appeal the findings in writing within 14 days.

This Executive Order shall continue until cancelled.

KEN CHAN
Commander



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RECEIPT OF EXECUTIVE ORDER 08-02

I, _____, acknowledge receipt of Executive Order 08-02 "Damage to Property" and understand that I may be held financially responsible for damages in the event of a "Preventable Accident" or act of negligence.

Signature: _____

Date: _____

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