



HEADQUARTERS, OKLAHOMA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
3800 A Avenue, Room 303, Mail Stop L-39
Tinker Air Force Base, Oklahoma 73145



INSTRUCTIONS: How to complete the “YEAR END” CAPF171 & CAPF174 in eServices.

CAPF171:

Select: **“Member Reports”**

Under: ***Reports**

Select: **“Form 171 Completion Report”**

Under: ***Unit**

Select: *(your unit)* **“SWR-OK-001”**

Click on: **“View Report”**

CAPF174:

Select: **“Operational Resource Management System (O.R.M.S.)”**

Under: **Reports (on the left)**

Select: **“Reports”**

Under: ***Select Module**

Select: **“Real Property**

Under: ***Select Report**

Select: **“Real Property Report”**

Under: ***Organization**

Select: **“OK-001”**