

HISTORY

of

HQ. CIVIL AIR PATROL - USAF

1 July 1972 - 30 June 1973
Maxwell AFB, Alabama 36112

HEADQUARTERS COMMAND, USAF

UNITED STATES AIR FORCE

COMMANDER

Brigadier General Leslie J. Westberg, USAF

HISTORIAN

Benjamin P. Curry

TECHNICAL PREPARATION

Kathy J. Newman

RCS: HAF-D48

T A B L E O F C O N T E N T S

	<u>Page</u>
LIST OF SUPPORTING DOCUMENTS.vi
CHRONOLOGY.ix
CHAPTER I, COMMAND.	1
ORGANIZATION	1
MISSION.	2
SUPPORTING THE MISSION	3
Leadership.	3
General Membership.	6
Business Membership	7
General Aviation Membership	8
Key Personnel	8
CHAPTER II, OPERATIONS.10
DIRECTORATE OF CURRENT OPERATIONS (DOO). .10	.10
Rental Aircraft Funds10
Region Flying Hours11
Airlift11
Flight Clinics.12
DIRECTORATE OF SENIOR TRAINING (DOT) . . .13	.13
New Senior Member Training Program. .13	.13
Circuit Rider Course.16
Extension Course Institute (ECI). . .16	.16

Other Courses for Senior Members.17
DIRECTORATE OF EMERGENCY SERVICES (DOS).17
Search and Rescue19
Disaster Relief21
DIRECTORATE OF COMMUNICATIONS (DOK).22
CAP Radio Stations.22
CAP Radio Station Violations.23
Equipment Modernization23
National Communications Committee (NCC)24
Communications Effectiveness Tests.25
Radioteletype Operation26
Electronic Locator Transmitter (ELT).26
Key Personnel27
CHAPTER III, PERSONNEL.28
GENERAL.28
CAP Personnel28
Directorate, Reserve Affairs.29
Key Personnel.31
CHAPTER IV, AEROSPACE EDUCATION AND CADET PROGRAMS.32
GENERAL.32
National Congress on Aerospace Education.32
Aerospace Education Projects in Colleges and Universities.33
School Program.34
Aerospace Education Slide Briefings34

National Aerospace Education Advisory Committee (NAEAC)35
Aerospace Education Syllabus.36
Recruitment-Transition-Retention Survey37
Scholarships and Grants37
The Cadet Program38
Cadet Leadership Symposium.39
Summer Encampments.39
Cadet Special Activities.40
International Air Cadet Exchange40
Cadet Officer School41
AF Academy Survival Course41
Medical Services Orientation Program41
FAA Cadet Orientation Program.42
AF Logistics Command Orientation Program42
Space Flight Orientation Course.42
Communications-Electronics Course.43
Air Training Command (ATC) Familiarization Course.43
Flying Training - Solo43
Flying Training - License.43
Christian Encounter Conference44
Audio-Visual Communication Division44
Project Limelight45
Key Personnel46

CHAPTER V, PLANS AND PROGRAMS47
CAP "Think Tank" Symposium47
National Board Meeting47
CAP National Executive Committee48
Commanders Evaluation.49
CAP Annual Report to Congress.50
Key Personnel.50
CHAPTER VI, CHAPLAINCY ACTIVITIES.52
GENERAL52
Military Chaplains Association54
National Chaplain Committee Meeting.54
Awards55
CAP Chaplaincy Certificates.56
Chaplain Service Kits.56
Cadet Moral Leadership Program57
Key 7357
CHAPTER VII, DIRECTORATE OF INFORMATION.59
GENERAL59
Brochures and Leaflets for Recruiting.59
Exhibit.60
Summer Activities.60
Letters to Governors61
Unit Information Program62
CAP NEWS63
Other Projects of OI63

Emergency Services Information Plan, 1973.	63
IACE, 1973.	64
USAF 25th Anniversary	64
Humanitarian Services - 1972.	64
Photographic Production.	65
Radio, Television, and Pictorial	65
CHAPTER VIII, OTHER ACTIVITIES	67
INSPECTOR GENERAL (IG).	67
Key Personnel.	70
DIRECTORATE OF SAFETY (SE).	70
STAFF JUDGE ADVOCATE (JG)	72
COMPTROLLER	77
ADMINISTRATION.	78
Printing Plant	79
LOGISTICS (LG).	79
DOD Excess Property.	79
Corporate Aircraft	79
Host-Tenant Agreements	80
Support Agreements Reviewed.	80
Relocation of CAP-USAF LOs	81
CHAPTER IX, MISCELLANEOUS.	82
GLOSSARY OF ABBREVIATIONS	83

S U P P O R T I N G D O C U M E N T S

1. Dept. of the AF, Special Order No. AA-2065, dated 22 Sep 72. (p 3)
2. Ltr, HQ CAP-USAF to All Unit Commanders, subj: Recruiting and Retention - Commander's Special Interest Item, dated 4 Jan 73. (p 5)
3. Ltr, HQ CAP-USAF/DP to All USAF-CAP RLOs and All USAF-CAP LOs, subj: Recruiting and Retention - Commander's Special Interest Item, dated 26 Mar 73. (p 6)
4. CAP Manual 50-15, "Emergency Services," dated 15 Sep 72. (p 17)
5. Staff Study, HQ CAP-USAF/DO, subj: Study of the Feasibility of CAP Helicopter Operations. (p 19)
6. Staff Study, HQ CAP-USAF/DOS, subj: How to Obtain CAP Assistance During Natural Disasters. (p 21)
7. Unit Directory, HQ CAP-USAF/DP, Listing of all CAP Units by Wings, October 72. (p 28)
8. Questionnaire, HQ CAP-USAF/ED, Questionnaire? Recruitment - Transition - Retention, 1 Mar 73. (p 33)
9. Listing of College, University, and School Systems Aerospace Education Workshops as of 15 Aug 72. (p 33)
10. Listing of College, University, and School Systems Aerospace Education Workshops as of 15 May 73. (p 33)
11. Booklet, HQ CAP-USAF/ED, CAP National Aerospace Education Advisory Committee. (p 35)
12. Booklet, HQ CAP-USAF/ED, Aerospace Education Course Syllabus, June 73. (p 36)

13. Brochure, HQ CAP-USAF/ED, Questionnaire? Recruitment - Transition - Retention, 1 Mar 73. (p 37)
14. CAP-Pamphlet 20, HQ CAP-USAF/ED, CAP Scholarships and Grants, Information and Application Procedures, Dec 72. (p 37)
15. CAP Manual 50-16, HQ CAP-USAF/ED, The Leader's Handbook for the Cadet Program, 6 Jul 72. (p 38)
16. Change to CAP Manual 50-16, HQ CAP-USAF/ED, Change I to The Leader's Handbook for the Cadet Program, 4 Apr 73. (p 38)
17. Booklet, HQ CAP-USAF/ED, Report, Advanced Cadet Leadership Symposium, 4 - 7 Jan 73. (p 39)
18. Booklet, HQ CAP-USAF/XR, Minutes, CAP 1972 "Think Tank" Symposium, 11 - 12 Aug 72. (p 47)
19. Booklet, HQ CAP-USAF/XR, Minutes, CAP National Board Meeting, 20 - 30 Sep 72. (p 48)
20. Booklet, HQ CAP-USAF/XR, Minutes, National Executive Committee Meeting, 2 Dec 72. (p 48)
21. Booklet, HQ CAP-USAF/XR, Minutes, National Executive Committee Meeting, 24 Mar 73. (p 49)
22. Booklet, HQ CAP-USAF/XR, Minutes, National Executive Committee Meeting, 2 Jun 73. (p 49)
23. Booklet, HQ CAP-USAF/XR, 1972 Report, National Commander's Evaluation of CAP Wings, 1 Feb 73. (p 49)
24. Booklet, HQ CAP-USAF/XR, 1973 Criteria, National Commander's Evaluation of CAP Wings, 4 Jan 73. (p 50)
25. Report, HQ CAP-USAF/XR, CAP Report to Congress, 1973, Jun 73. (p 50)
26. CAP Regulation 265-1, HQ CAP-USAF/HC, CAP Chaplain Activities, 1 Jul 72. (p 53)

27. Brochure, HQ CAP-USAF/HC, CAP, What is it All About? The Chaplaincy, Sep 72. (p 53)
28. Brochure, HQ CAP-USAF/HC, CAP, Values for Living, Part I, Cadets Moral Leadership, Nov 72. (p 57)
29. Booklet, HQ CAP-USAF/HC, CAP Prayers, 1 Jun 73. (p 58)
30. Brochure, HQ CAP-USAF/OI, Handout #1, Information Officer Basic Training Course, Mar 73. (p 62)
31. Pamphlet, HQ CAP-USAF/OI, Handout, Guidelines for Photographing an Awards Ceremony for Publication, Mar 73. (p 62)
32. Ltr, HQ CAP-USAF/OII, subj: Submission of News to the Civil Air Patrol NEWS, 15 Aug 72. (p 63)
33. Plan, HQ CAP-USAF/OI, subj: Special Information Plan, 1973, Emergency Services Information Team, 15 Aug 72. (p 63)
34. Plan, HQ CAP-USAF/OI, Fact Sheet, International Air Cadet Exchange - 1973, Feb 73. (p 64)
35. Pamphlet, HQ CAP-USAF/OI, Report, Humanitarian Services - 1972, Feb 73. (p 64)
36. Booklet, HQ CAP-USAF/IG, Inspector Handbook, Sep 72 (Revised Edition). (p 67)
37. Summary, HQ CAP-USAF/IG, to Region Commanders and Wing Commanders, subj: Summary of General Inspection Reports - CAP Wings, 1 Sep 72. (p 68)

CHRONOLOGY OF EVENTS

1 July 1972 - 30 June 1973

21 - 23 Jul	ARRS-CAP Mission Coordinator Course. (p 16)
22 - 23 Jul	AIC Circuit Rider Course - NER. (p 16)
9 - 10 Sep	AIC Circuit Rider Course - NCR. (p 16)
29 - 30 Sep	National Board Meeting. (p 5, p 47)
29 - 30 Sep	NCC Meeting. (p 24)
29 - 30 Sep	National Chaplains Committee Meeting. (p 54)
21 - 22 Oct	AIC Circuit Rider Course - MER. (p 16)
4 - 5 Nov	AIC Circuit Rider Course - SWR. (p 16)
2 Dec	NEC, Maxwell AFB, AL. (p 48)
9 - 10 Dec	ARRS-CAP Mission Coordinators Course. (p 18)
2 - 5 Jan	Allied Officer Space & Missile Course. (p 17)
4 - 7 Jan	Cadet Leadership Symposium. (p 39)
17 - 18 Feb	AIC Circuit Rider Course - PACR. (p 16)
24 Mar	NEC, Maxwell AFB, AL. (p 48)
5 - 7 Apr	National Congress on Aerospace Educa- tion. (p 32)
7 - 8 Apr	AIC Circuit Rider Course - GLR. (p 16)
9 - 12 Apr	HQ CAP-USAF IG inspection by HQ COMD. (p 69)

23 - 27 Apr Allied Officer Space & Missile Course.
(p 17)

8 - 10 May NCR Ministry to Youth Lab. (p 54)

12 - 15 May ARRS-CAP Mission Coordinator Course.
(p 18)

2 Jun NEC Meeting, Maxwell AFB, AL. (p 48)

2 - 3 Jun AIC Circuit Rider Course - RMR. (p 16)

C H A P T E R O N E

C O M M A N D

ORGANIZATION

Civil Air Patrol (CAP), official auxiliary of the United States Air Force (USAF) passed its third decade of service during the period covered by this historical report. On December 1, 1972, CAP observed its thirty-first anniversary. This observance focused attention on CAP's origin in 1941 -- just six days before the sneak attack on Pearl Harbor.

Air Force (AF) provided 343 military and civilian personnel in support of the CAP mission. Approximately 136 of these were assigned to Headquarters Civil Air Patrol - United States Air Force, (HQ CAP-USAF). The other 207 military and civilian personnel were assigned to Liaison Offices (LO's) in the eight regions and 52 wings -- one for each state plus the District of Columbia and the Commonwealth of Puerto Rico. The community level unit of CAP was the squadron of which there were some 2,000.

MISSION

HQ CAP-USAF continued to operate from Building #714, Maxwell Air Force Base (AFB), Alabama. The mission of HQ CAP-USAF, as stated in AF Regulation 46-4, dated February 13, 1956, continued to be:

- a. To provide liaison between the Air Force and Civil Air Patrol, and
- b. To advise the Civil Air Patrol in the conduct of its training programs.

This mission was further explained in CAP-USAF Regulation 20-1 dated 12 June 1970:

1. To provide command and staff supervision over HQ CAP-USAF and its field units (liaison offices) in accordance with the policies established by Headquarters Command, USAF (HQ COMD USAF).
2. To provide liaison between the USAF and CAP.
3. To advise CAP in the conduct of its training programs.
4. To insure that CAP accomplishes AF objectives as an official auxiliary of the USAF and advise CAP in organizational and administrative matters relating to these objectives.
5. To furnish training materials and logistical assistance as authorized by law. The HQ CAP-USAF staff also functions as the National Headquarters for CAP.

The objectives and purposes of CAP, as stated in public law and in the constitution and bylaws by CAP, continued to be:

1. Provide an organization to encourage and aid American citizens in the contribution of their efforts, services, and resources in the development of aviation and in the maintenance of air supremacy.
2. Encourage and develop by example the voluntary contribution of private citizens to the public welfare.
3. Provide aerospace education and training, especially to its senior and cadet members.
4. Encourage and foster civil aviation in local communities.
5. Provide an organization of private citizens with adequate facilities to assist in meeting local and national emergencies.

SUPPORTING THE MISSION

Leadership

Brigadier General Leslie James Westberg, USAF, 389-05-6880FR, assumed command of HQ CAP-USAF on November 1, 1972, per Department of the Air Force Special Order No. AA-¹2065, dated 22 September 72. He was transferred from the Pacific Command, where he served as Deputy Assistant Chief of Staff for Operations. As commander of HQ CAP-USAF, he directed a military unit composed of AF officers and

airmen and Department of Defense (DOD) civilians, which assisted in the daily operation and direction of CAP activities. He also assumed a dual responsibility as national commander of CAP. In this role he became chief administrative officer of the non-profit civilian corporation dedicated to air search and rescue, to assistance during times of local or national emergencies, and to aerospace education and training.

General Westberg, a much-decorated flier with more than 31 years in the AF and a veteran of three wars, became the 12th national commander of CAP. Upon assuming command, he said, "From my briefings I am impressed with what I have seen and heard and by the people I have met. I am amazed at the scope and depth of many of our programs. I am becoming aware of some of our problem areas, such as safety and cadet retention, and also of the stresses and strains placed upon a volunteer organization with close identification to the military during a period in which the traditional American lack of enthusiasm for the military is making itself felt again. I do not believe in the 'new broom' concept. The idea of change for the sake of change does not appeal to me.

I do, however, urge you to re-examine the old ways of doing things with a critical eye. Just because 'we have always done it that way' doesn't mean there isn't a better way it can be done. I plan to travel as much as possible and to do a lot of listening. I want to become familiar with the people who make Civil Air Patrol work."

CAP Brigadier General S. Hallock duPont, Jr., was unanimously re-elected by the National Board to serve his third term as Chairman. The National Board was composed of the national commander, corporate officers, and the commanders of the eight geographical regions and 52 wings. It convened September 29 and 30 to select a chairman and to review policies and programs affecting the more than 60,000 cadets and senior members across the nation. CAP Brigadier General duPont was the first Chairman to rise from the cadet ranks, and had previously served the Corporation for five years as Vice-Chairman.

General Westberg expressed an early concern in the declining trend in membership. On January 4, 1973, he sent out a ²/_{letter} to all Unit Commanders in which he said, "Because CAP is such an outstanding organization whose members derive great personal

satisfaction from their affiliation, I was very much surprised to find membership -- both recruiting and retention -- on the decline. I consider this decline in membership the most critical problem facing the organization today and, as your National Commander, I intend to place proper emphasis on the problem."

This plea to the Unit Commanders was followed by a ³ letter, dated March 26, 1973, to all Region Liaison Officers (RLOs) and to all Wing Liaison Officers (WLO). In this letter the Commander said, "Your personal interest toward helping in this vital aspect of CAP's existence can be an asset in providing the necessary stimulus to turn the tide."

General Membership

General membership in CAP showed a slight drop for FY-73, despite efforts of HQ CAP-USAF personnel to encourage the individual units to push recruiting. Many units conducted extensive recruiting drives and some suggested that the problem was retention. Some thought that a new senior member program should be instigated to direct its aim toward retention. The cadet program was being analyzed to determine the effectiveness of that program in respect to retention of cadet membership.

Business Membership

The Business Membership Program, implemented in late 1970, was termed an outstanding success by personnel of HQ CAP-USAF and Corporate Officers. This program was designed for members of the business community who desired to support CAP through annual membership subscriptions and contributions. A total of 40 Business Memberships, representing a cross section of the industrial and aerospace community, was represented.

Funds gleaned from this source were used primarily in CAP's airborne Emergency Services. Monies made available through this membership program made it possible to start a program to equip CAP aircraft with electronic search equipment.

In December 1970, a law was enacted requiring all aircraft to be equipped with an emergency locator transmitter (ELT) after December 31, 1973. In order to improve its search and rescue (SAR) capability and to keep abreast of developments in electronic search and rescue techniques, CAP decided to use most of its income from the Business Membership Program to buy Radio Directional Finding Homers for some of its aircraft. To date, the Corporation has purchased 129 homers at a cost of over \$28,000.

The homers were distributed to CAP wings on the basis of their individual SAR activity. Plans have been made to continue purchasing homers through FY-75. This additional equipment was to assist CAP in maintaining its position as number one in aerial search capability in the U. S.

General Aviation Membership

HQ CAP-USAF continued to support a nation-wide effort to recruit members into the CAP General Aviation Membership (GAM) Program. This category of membership was created for members of the aerospace and general aviation community who desired to promote the objectives and purposes of CAP through annual membership dues and voluntary participation in CAP SAR activities. They are not required to wear the uniform, can not hold a CAP grade, and do not participate in CAP unit activities. At the end of this reporting period there were 600 GAM members. The rolls showed 82 new members and 246 renewals, giving a retention rate of about 40 per cent.

Key Personnel

Colonel John E. Blake assumed duties as Chief of Staff on July 27, 1972, replacing Colonel Lemuel

H. McCormack, who was named vice commander.

Colonel William A. McLaughlin assumed duties as vice commander on September 1, 1972, replacing Colonel McCormack, who retired from active duty.

C H A P T E R T W O

O P E R A T I O N S

GENERAL

The Deputate for Operations (DO) marshalled total resources toward advancing the four Directorates incorporated under the direction of Colonel W. A. McLaughlin. In pursuing his objectives the Deputy and key staff members were in the field frequently during this period to observe CAP units in performance of their activities. Personnel met and formulated plans with such agencies as Defense Civil Preparedness Agency (DCPA), Air Force Reserves (AFRes), Federal Aviation Administration (FAA), Aerospace Rescue and Recovery Service (ARRS), and Airplane Owners and Pilots Association (AOPA). All of these organizations were vitally concerned with some phase of the various activities under the control of the Operations sections of CAP.

DIRECTORATE OF CURRENT OPERATIONS (DOO)

Rental Aircraft Funds

Rental aircraft funds budgeted for FY-73 were reduced by \$4,300.00 to \$163,200.00. During the

first six months period approximately 38 per cent of these funds was expended with approximately 60 per cent being expended in the last six-month period. Of the total funds, \$1,669.00 were returned to the HQ CAP-USAF budget.

Region Flying Hours

During this reporting period, HQ CAP-USAF and the eight regions flew 10,713,938 passenger miles in 7,995.2 hours.

Airlift

During the last half of Calendar Year 1972, most of the airlift problems incurred were due to the new Department of Defense (DOD) regulation governing airlift. This regulation presented several limitations to airlift for CAP personnel from HQ CAP-USAF and HQ COMD. The 1972 National Convention held at Dallas, Texas in September was the biggest airlift effort during this period. Some 1,000 personnel were airlifted in 38 military aircraft from throughout the U. S. to participate in the convention.

The major problem during the last half of this reporting period concerned obtaining approval to authorize military airlift for CAP members between the U. S. and Alaska, Hawaii, and Puerto

Rico. Funds for Airlift Services Industrial Fund (ASIF) travel to support these activities as required by DOD 4515.13-R were not available in the FY-73 Budget. An agreement was reached with HQ USAF to provide waivers for travel between the U. S. and these points until additional funding was approved. CAP members in Alaska, Hawaii, and Puerto Rico will continue to seek opportune airlift from non-Military Airlift Command (MAC) sources until the additional funds are approved.

Flight Clinics

HQ CAP-USAF personnel from DO encouraged CAP members to participate in flight clinics. These clinics were co-sponsored by AOPA and consisted of selected aviation ground school courses and one and one-half hour flight evaluations. This program accelerated during this period with CAP Wings and Regions conducting 82 flying clinics, both internal and external. National Treasury matching funds in the amount of \$6,953.56 were provided to support these clinics. A total of 922 CAP members participated in the flying phases of the program with many others taking part in the ground training phases only.

DIRECTORATE OF SENIOR TRAINING (DOT)

New Senior Member Training Program

After two and one-half years of planning the new Senior Member Training Program went into effect. All senior members in good standing on July 1, 1972, were required to complete Level I by December 31, 1972. This meant that, except for those few who were granted a waiver by the wing commander, every member had to attend a Level I clinic.

Problems were encountered in implementing the new program in spite of a series of workshops sponsored throughout the organization in the first half of Calendar Year 1972. Contributing causes were obtaining training materials soon enough to start on the implementation date. Apprehension and resistance to the new program on the part of some members also contributed to the implementation problems. Members of DOT attended each of the region conferences during the period and the senior training seminars were used as a means to clarify questions about the new program, reduce apprehensions, and to suggest solutions to local problems. Information gleaned at the region conferences and statistical data from the senior member train-

ing report soon indicated that the December 31, 1972 cutoff date for Level I refresher training was unrealistic. As of the end of October with two-thirds of the allotted time elapsed, only 5,365 senior members had completed Level I. This represented 14.8 per cent of the total membership. Recognizing the problem and using suggestions heard at the region conferences, a resolution was presented to the National Executive Committee (NEC) in December. As a result of this action, the NEC issued a resolution granting a six-month grace period beyond the December 31 target date and exempting retired members and members-at-large from Level I training requirements. At the close of the calendar year, a total of 7,359 senior members had completed Level I training. This represented 20 per cent of the total senior membership. The percentage would have been higher if the exemption for retired members and members-at-large had been used in making the calculation.

Another problem that had to be solved was the revision of the Senior Member Training Result Report to incorporate the NEC resolution. A means for identifying retired members and members-at-large,

who were exempted from Level I by the NEC, had to be found and coordinated with data processing. The decision was also made to change the reporting cycle from monthly to bi-monthly. Instructions for revised reporting procedures were publicized through the CAP Monthly Bulletin and briefings at region conferences. The new procedures were to be published in a revised CAP Manual #50-17 due for publication early in July 1973.

Based on suggestions from the field, the Level I Clinic Agenda was extensively revised in order to reduce the clinics to a one-day affair. Two-day clinics had proved unacceptable to many members due to costs of lodging and meals and the time involved. It was also a general consensus that too much emphasis was being placed by some instructors upon theory of flight, navigation, and airports and airways. Revision of the clinic agenda entailed a review of the 304 slides previously issued to each region and wing with the suggested deletion of many. A new recommended clinic agenda containing specific time allocations, recommendations, and suggestions for presentation was distributed to the field. These changes were

also incorporated as an attachment to CAPP 204 in a May 1973 revision.

Circuit Rider Course

At the end of this period the Academic Instructor Circuit Rider Course had been presented twice to each of the eight CAP Regions. It had been taught by a team from Air University's (AU) Academic Instructor School and was designed to prepare attendees to instruct and supervise instruction. Reception of the course was outstanding, and many members came great distances to attend the two-day course.

Extension Course Institute (ECI)

Revision of ECI Course 7C, CAP Officer Course, was approved and the 3825th Academic Support Group was designated as the official preparing agency. A writer from that organization was assigned to work closely with personnel of DOT to make the course more germane to CAP and its specific missions. Final publication was forecast for late 1973.

ECI officials announced that more than 340 courses were available to CAP members. They further stated that these home study courses covered just about every facet of study relating to aircraft,

equipment, CAP, and the military services. Specialized courses were also offered to include such subjects as meteorology, electronics, missile electronics, supply, intelligence, and legal principles. More than 260 of these courses were technical, including weather, radio (operation and repair), television, and photography.

Other Courses for Senior Members

The Disaster Preparedness Indoctrination for CAP senior officers was cancelled as a senior member activity. The objective had been to expose senior members to disaster preparedness concepts.

CAP senior members attended two presentations of the Allied Officer Weapons and Space Orientation Course at the Institute for Professional Development at Maxwell AFB, Alabama. Eleven members from the Florida, Nebraska, North Carolina, South Carolina, Virginia, and Wisconsin Wings attended the course in January 1973. The three attendees in April came from the California, Florida, and Idaho Wings.

DIRECTORATE OF EMERGENCY SERVICES (DOS)

A new CAP manual, "Emergency Services, (CAP Manual ⁴50-15), was published by DOS and distributed September 15, 1972. This manual provided CAP

emergency services personnel with guidelines on resource management and the logical conduct of CAP emergency services missions. It was designed to assist in the upgrading/training of CAP personnel in emergency services. This manual was also provided to other SAR and civil defense oriented agencies, i.e., ARRS, U. S. Coast Guard (USCG), Defense Civil Preparedness Agency (DCPA), American Red Cross (ARC), and various State Directors of Aeronautics and/or Directors of Emergency Services. These agencies felt that this manual would initiate a program of standardization and greater degree of efficiency and effectiveness in the conduct of humanitarian service to this nation and its people.

During this period, DOS provided the CAP wings with obsolete sectional charts. These charts were to be used in conjunction with the standardized gridding system adopted by ARRS and CAP for use during SAR missions. Approximately 200,000 charts were furnished to CAP wings, which not only provided them with enough for their missions but enough to use during training programs.

The question of the possibility of introducing helicopters into the CAP inventory had been brought

up many times. A ⁵ study was conducted by personnel of DO to determine the feasibility of CAP helicopter operation during SAR operations. After careful consideration of the many factors involved, it was recommended that helicopters not be introduced into the CAP inventory.

Search and Rescue

CAP remained the largest civilian air SAR organization in the United States. A study by personnel of DOS revealed that CAP units flew more than 80 per cent of SAR hours flown under supervision of ARRS. While CAP pilots and observers flew mercy missions and aerial search missions, CAP ground crew members manned communications control center facilities and assisted in emergency relief work. There was an increase in all phases of SAR during FY-73. Sorties increased from 13,053 to 15,428; hours flown increased from 23,969.3 to 29,478.3; saves increased from 21 to 28; and the credited finds increased from 103 to 131.

Following is a breakdown by wings of SAR activities:

WING PARTICIPATION IN SEARCH AND RESCUE
(USAF AUTHORIZED MISSIONS)

1 July 1972 through 30 June 1973

<u>State/Wing</u>	<u>Sorties</u>	<u>Hours</u>	<u>Saves</u>	<u>Finds</u>
Alabama	427	750.1	0	3
Alaska	1,287	2,813.2	18	70
Arizona	1,005	2,311.2	0	5
Arkansas	411	694.5	2	1
California	1,981	2,909.8	0	5
Colorado	960	2,003.1	4	7
Connecticut	8	14.8	0	0
Delaware	0	0	0	0
Florida	256	595.0	0	2
Georgia	307	612.5	0	0
Hawaii	58	105.8	0	0
Idaho	187	466.0	1	1
Illinois	232	370.0	0	1
Indiana	100	182.2	0	0
Iowa	172	301.3	0	0
Kansas	158	362.4	0	1
Kentucky	95	216.8	0	0
Louisiana	220	445.0	0	1
Maine	3	7.0	0	0
Maryland	189	374.8	0	0
Massachusetts	172	332.0	0	0
Michigan	237	565.5	0	1
Minnesota	14	22.8	0	0
Mississippi	302	599.1	0	2
Missouri	277	578.8	0	0
Montana	28	77.0	0	1
Nat. Capital	67	89.5	0	0
Nebraska	109	155.3	0	0
Nevada	465	962.6	0	1
New Hampshire	118	145.2	0	1
New Jersey	161	207.9	0	0
New Mexico	322	868.9	0	2
New York	528	888.2	0	2
North Carolina	473	824.8	1	5
North Dakota	0	0	0	0
Ohio	56	104.0	0	0
Oklahoma	130	254.5	0	0
Oregon	84	136.1	0	1
Pennsylvania	568	972.2	2	5

<u>State/Wing</u>	<u>Sorties</u>	<u>Hours</u>	<u>Saves</u>	<u>Finds</u>
Puerto Rico	16	32.1	0	0
Rhode Island	0	0	0	0
South Carolina	305	543.9	0	0
South Dakota	24	60.5	0	1
Tennessee	172	327.9	0	1
Texas	607	1,472.1	0	2
Utah	335	646.3	0	0
Vermont	113	153.7	0	2
Virginia	793	1,261.8	0	3
Washington	452	665.1	0	2
West Virginia	213	431.6	0	0
Wisconsin	74	136.6	0	1
Wyoming	157	426.8	0	1
TOTALS	15,428	29,478.3	28	131

The three Aerospace Rescue and Recovery Centers (ARRC) sponsored 11 SAR coordination training courses during this period. Approximately 500 CAP members attended these advanced training programs. This headquarters wanted to have this program conducted at various locations throughout the three centers' areas of responsibility to reach those who could not travel to the SAR centers. By providing assistance in the form of personnel and airlift, this was accomplished on three occasions during this period.

Disaster Relief

6
A brochure, "How to Obtain CAP Assistance

During Natural Disasters," was developed by personnel of DOS. This brochure was used as a handout.

by General Westberg in conjunction with his talk before the National Association of State Civil Defense Directors meeting in New Orleans, Louisiana. A copy was also given to CAP region commanders as a guide to clarify any misunderstanding they or their wing commanders might have concerning the proper procedures necessary to provide CAP's assistance.

During this period, CAP was involved in the following:

Disaster Relief Missions	39
Man-days Spent	14,667
CAP Aircraft Involved	469
Hours Flown	1,270
CAP Vehicles Involved	2,375
CAP Communications Units	28,892

The bulk of this assistance was rendered to local government and the ARC in assisting community recovery from Hurricane Agnes and following the flooding which resulted from extremely heavy spring rains.

DIRECTORATE OF COMMUNICATIONS (DOK)

CAP Radio Stations

As of the end of this reporting period, license records of CAP at National Headquarters reflected a total of 12,879 radio stations. Of this total,

there were 4,232 land stations, 6,623 ground mobile stations, 894 air mobile stations, 497 private aircraft stations licensed to corporate-owned aircraft, and 633 aeronautical SAR land and mobile stations.

CAP Radio Station Violations

Federal Communications Commission (FCC) violation notices filed against CAP wings for off-frequency operation reached epidemic proportions early in the calendar year. There was a total of 70 FCC off-frequency violation notices during the period January 1 through June 30, 1973. This increase in violations was a result of the 50 Hertz (Hz) frequency tolerance for high frequencies that went into effect on January 1, 1973. The previous tolerance was 250 Hz frequency tolerance. The major problem was one of not allowing adequate warm-up time for the radios prior to transmitting. Guidance was provided with emphasis placed on warm-up procedures, which resulted in reducing the violations.

Equipment Modernization

Equipment conversion from amplitude modulation (AM) to frequency modulation (FM) on the CAP very

high frequency (VHF) continued to increase during this period. The number of licensed FM radios as of June 30, 1973, was 857. The Southeast Region was the only region that had completed 100 per cent conversion for the entire region. A total of 30 wings have converted.

National Communications Committee (NCC)

Members of the NCC conducted their annual meeting on September 29 and 30, at the Statler Hilton Hotel in Dallas, Texas, in conjunction with the CAP National Convention. The two-year tenure of Lieutenant Colonel Jim Cheek as Chairman of the NCC was completed and Lieutenant Colonel William Hill of the Southeast Region was appointed as the new chairman for a two-year period. Lieutenant Colonel Art Loechner of the Northeast Region was appointed secretary. The following agenda items were discussed:

1. Single-sideband (SSB) operation only on all CAP 4 Megahertz (MHz) frequencies.
2. FM/VHF conversion program.
3. Radioteletype objectives.
4. Recommended revisions to CAPM 100-1.
5. CAP/Military Affiliate Radio System (MARS) Coordination Study.

6. Hurricane Agnes Communications Support Critique.

7. FCC requirements for third class or higher radiotelephone license to operate on frequencies below 30 MHz.

Communications Effectiveness Tests

The annual CAP Communication Exercises (CAPCOMM), conducted from 1969 through 1972 were modified for 1973. Beginning January 1, 1973, these annual exercises were replaced with two tests: (1) Annual National Communications Effectiveness Test and (2) Annual Region Communications Effectiveness Test. The National test was pre-planned and pre-scheduled 45 days prior to the test date and all regions were conducted individually by region with a twelve-hour alert notice issued by this headquarters. The annual National test was conducted on April 28, 1973, and all regions participated except for North Central which was involved in a practice mission. The North Central Region was tested on June 23, 1973. The annual Region test was administered to the Northeast and Middle East regions on April 7, 1973 and June 16, 1973, respectively. Based on evaluation results and statistical data gathered from 1969 to date, CAP's communications capability to support its mission has improved each year and

will continue to improve as greater emphasis is placed on management and planning at all unit levels.

Radioteletype Operation

A milestone was accomplished on October 1, 1972 when National Headquarters radio station established radio teletype operation on 2 MHz frequency assigned to CAP. Initial testing with a number of individual CAP stations indicates a high degree of interest in establishing an operational CAP radioteletype network.

Electronic Locator Transmitter (ELT)

Effective April 23, 1973, new FCC rules made provisions for licensing emergency beacons installed in aircraft and also for test and training purposes. This ruling would greatly simplify the scheduling of ELT training for CAP. Under previous procedures, each test had to be approved by National Headquarters and conducted under AF supervision. With this ruling, beacons could be licensed to and tested by CAP units without requiring AF supervision. Advance notice was to be provided to the agencies of the FAA and FCC whenever a test was scheduled by a CAP unit. The unit conducting the test was asked to

furnish the required information direct to the FAA and FCC with information copies to this headquarters.

Key Personnel

Lieutenant Colonel Edward Ellis assumed duties as DCS/Operations on September 1, 1972.

Colonel James W. Shattuck assumed duties as DCS/Operations on January 11, 1973 replacing Colonel William A. McLaughlin who was appointed vice commander.

C H A P T E R T H R E E

P E R S O N N E L

GENERAL

The Data Processing Division, under the auspices of the DCS/Personnel (DP) published and distributed the semi-annual copy of CAP's "Unit Directory,"⁷ October 1972. This directory was a listing of all regions, groups, squadrons, and flights, and was distributed to all units having a need for this information.

CAP Personnel

At the end of this reporting period DP reported the following CAP membership statistics:

Units	2,010
Senior Members.	34,552
Cadet Members	26,234
General Aviation Memberships.	650
Business Memberships.	40

Directorate, Reserve Affairs

As of June 30, 1973, there were 1,630 Reservists assigned to the CAP Reserve Assistance Program. Following is a breakdown by region of assigned strength:

Northeast Region (NER)	313
Middle East Region (MER)	116
Great Lakes Region (GLR)	175
Southeast Region (SER)	188
North Central Region (NCR)	175
Southwest Region (SWR)	217
Rocky Mountain Region (RMR)	196
Pacific Region (PACR)	387

During this period, 8,566 man-days were utilized to support CAP. Among activities supported were Christian Encounter Conferences, Ministry to Youth Laboratories, National Congress on Aerospace Education, ARRS/CAP Mission Coordinators Course, AF Academy Survival Course, SAR/DCPA Exercises, Aerospace Education Workshops, CAP Wing Cadet Encampments, Summer Encampments, National Staff College, Cadet Officers School, Communications-Electronics Course, Space Flight Orientation Course, and various Reserve Seminars.

Following is a breakdown of man-days utilized by this headquarters and RLOs:

Nat'l. Hq.	2,511	NCR	410
NER	1,115	SWR	618
MER	676	RMR	595
GLR	1,154	PACR	808
SER	669		

In September, at the National Board in Dallas, a Reserve Seminar was held for all Region Reserve Coordinators and two members of their staff. Briefings were presented by DP, DCS/Aerospace Education and Cadet Programs (ED), DO, and the Directorate of Safety (SE). In addition, representatives from HQ COMD and the Air Reserve Personnel Center (ARPC) presented briefings at the seminar.

Problems experienced throughout CAP were discussed at length to determine ways and means that the Reserve Assistance force could expand or improve their assistance to CAP. The progress of the Reserve Assistance Program (RAP) was reviewed to provide command elements a complete overview of the present position and projected programs were presented and discussed by the attendees. A general session was held which provided an outstanding

median of exchange of ideas from region to region. Many questions were answered and several problems were solved.

The permanent promotion of Non-Extended-Active-Duty Reserve Major to Lieutenant Colonel Board which convened at HQ ARPC on April 9, 1973, selected 34 majors for promotion to lieutenant colonel. Sixty-one officers were passed over for the first time and 21 for the second time. Two-time passovers were relieved from assignment to the 9004th Air Reserve Squadron (CAP) within 30 days of official notification from ARPC. Losses of this nature contribute to the CAP recruiting and retention problem, which has further deteriorated during the past six months.

Key Personnel

Colonel Thomas F. Henderson, Jr., assumed duties as DCS/Personnel on December 1, 1972.

Lieutenant Colonel Edward G. Brown, Jr., was assigned as Assistant DCS/Personnel on July 1, 1972.

CHAPTER FOUR

A E R O S P A C E E D U C A T I O N A N D C A D E T P R O G R A M S

GENERAL

During this historical period, the Deputate for Aerospace Education and Cadet Programs (ED) continued to pursue the goals set forth in CAP's congressionally-sanctioned aerospace education and cadet programs. For many years CAP has taken a national leadership role in furthering aerospace education, and its programs boast such graduates as astronaut Frank Borman and many others who have become USAF officers by attending the USAF Officer Training School (OTS) and the USAF Academy.

National Congress on Aerospace Education

The 1973 National Congress on Aerospace Education was held from April 5 through 7 at Oklahoma City, Oklahoma. Chairman of the Congress was CAP's DCS/Aerospace Education and Cadet Programs, John V. Sorenson. Mr. Sorenson's election to be 1973 Chairman further attested to the national leadership CAP

has assumed in aerospace education. The Congress was co-sponsored by CAP, the FAA, The National Aeronautics and Space Administration (NASA), and the National Aerospace Education Association.

The ⁸/_{program} for the Congress was prepared at CAP National Headquarters.

It was announced that the 1974 Congress on Aerospace Education would take place in Las Vegas, Nevada, April 4 through 6, 1974, at the Stardust Hotel.

Aerospace Education Projects in Colleges and Universities

CAP continued to sponsor university-level aerospace education projects, mostly workshops, at schools throughout the country. These projects were designed to prepare teachers to teach aerospace education classes.

HQ CAP-USAF personnel in ED published and distributed a listing of CAP Aerospace Education Workshops as of August 15, ⁹/₁₉₇₂ and another listing as of May 15, ¹⁰/₁₉₇₃.

During this historical period the number of workshops sponsored by CAP at various universities, by region, was:

<u>REGION</u>	<u>AE PROJECTS</u>
GLR	72
MER	42
SER	40
NER	18
NCR	34
PACR	80
RMR	40
SWR	25

School Program

CAP promoted a one-year aerospace education elective course for junior and senior high schools. Records of specific schools teaching such courses have not been maintained until recently, but over 1,200 are now listed. The content of courses varies considerably as desired by the schools and specific teachers. It is not specifically known to what degree the CAP syllabus or texts are used at any given time in all of these schools.

Aerospace Education Slide Briefings

At the request of DOT, the Director of Curriculum (EDC) and the Director of Audio-Visual Communications (EDV) produced a 15-minute slide briefing on aerospace education to be included in the Level

I training for senior members. This slide briefing consisted of 52 color slides (35mm), a cassette tape narrative, and a script which was keyed to the slides. Three hundred copies of this briefing were produced, with 60 sets being distributed, one to each region and wing senior training officer, and the remainder being available for purchase through the Bookstore.

In November 1972, the Regional Directors of Aerospace Education (RDAES) met at National Headquarters at the request of ED. The purpose of the meeting was to consider a broad spectrum of mutual problems relating to CAP's aerospace education mission. The RDAES contributed ideas to be incorporated into a slide-tape briefing. Upon completion the briefing was available for purchase from the Educational Materials Center, and was designed for presentation to school administrators, including state superintendents of education, on a nationwide basis.

National Aerospace Education Advisory Committee (NAEAC)

A booklet entitled "Civil Air Patrol National Aerospace Education Advisory Committee" was published. It contained the photographs and biographies of the

Committee's 22 members. The purpose of the Committee was to advise the national commander of CAP on direction and goals for the CAP aerospace education mission. Members of this most important committee were chosen on an extremely selective basis from the ranks of distinguished educators who had an aviation/aerospace background and who had made significant contributions to the advancement of aerospace education. The NAEAC normally convened annually in conjunction with the CAP National Convention and considered a broad agenda of items during its two day session. The recommendations from this committee were presented to the national commander at the earliest possible time for his determination of suitable courses of action.

Aerospace Education Syllabus

The "Aerospace Education Syllabus" ^{12 /} was revised and reprinted in June 1973. This revision was required to make the syllabus current with the new aerospace education texts. Distribution was made in quantities to all CAP-USAF RLOs/Directors of Aerospace Education (DAEs), wing LOs, and CAP region and wing DAEs.

Recruitment-Transition-Retention Survey

In December 1972, a survey, designed to evaluate major problem areas in cadet recruitment, transition, and retention, was sent out to all cadet squadrons, composite squadrons, group, wing, and region commanders. Copies were also sent to all wing and region LOs and to all members of the CAP-USAF Headquarters staff. A total of 654 questionnaires was distributed, and by January 30, 1973, 430 had been returned. This represented a return of about 66 per cent, which was considered an outstanding response and reflected the concern at all levels. The data was processed and a ¹³summary was prepared and distributed.

Scholarships and Grants

¹⁴CAP Pamphlet 20, December 1972, "Civil Air Patrol Scholarships and Grants," was published by ED and distributed to all units. This pamphlet was updated each year to reflect the current status of the scholarship and grant program. For the 1972-73 school year CAP awarded over \$41,000 to 63 CAP young people attending colleges throughout the nation. Following its tradition of honoring outstanding individuals who have contributed to the support and development of aerospace activities in the U. S.,

CAP named two scholarships this year after Dr. Wernher von Braun and Dr. Mervin K. Strickler, Jr. Dr. Strickler was the Special Assistant for Aerospace Education to the Administrator of FAA.

The Cadet Program

Since the early days of World War II (WWII), CAP has shown a vital interest in the youth of this country. Today, youth motivation is CAP's top priority and the vast majority of corporate funds are utilized in the wide range of cadet activities. Personnel at HQ CAP-USAF and CAP leaders throughout the nation feel that this emphasis is well placed. They realize that these young men and women are a solid investment offering great long-range dividends for CAP, the USAF, and the nation. The ultimate goal of the cadet program was to help form the leaders of tomorrow by creating clear-thinking responsible young citizens of today.

On July 6, 1972, ED revised "The Leader's Handbook for the Cadet Program," CAP Manual ¹⁵/₅₀₋₁₆ and made distribution to all units. This manual offered guidance to and prescribed procedures for the senior leaders, counselors, and others who conducted the CAP cadet program.

On April 4, 1973, ED published and distributed ¹⁶/_{Change 1} to CAP Manual 50-16.

Cadet Leadership Symposium

From January 4 through 7, 1973, the second Cadet Leadership Symposium was conducted in Dallas, Texas. The 93 cadets in attendance and members of the wing and region cadet advisory councils, worked in nine problem-solving seminars providing valuable inputs to the National Headquarters Staff. The stated objectives of the Symposium were to:

1. Provide National Headquarters with a valuable input as to the problems encountered in the field by cadets.
2. Develop a sounding board for ideas designed to improve CAP in the future, since these will be our CAP leaders.
3. Provide incentive to the cadet leaders from region and wing levels to return and take leadership action to implement the cadet program.
4. Develop a more standardized method of operation at region, wing, and squadron levels through direct communication with cadet leaders.
5. Formulate plans, not to change the cadet program, but to help improve implementation of the program.

On January 7, 1973, personnel of ED published and distributed the "Advanced Cadet Leadership Symposium 17 Report" and made distribution.

Summer Encampments

During this period, nearly 4,000 cadets participated in summer encampments at 32 military installa-

tions throughout the country. These encampments, from seven to fourteen days duration, enabled CAP cadets to actually live in a military environment by participating in day-to-day activities on a military installation. A state survey indicated that this program was a key factor in retention, which has been a major problem in CAP for nearly all youth programs. Personnel of National Headquarters expected this program to have increasing importance, since the country has entered a no-draft period.

An additional 2,600 cadets participated in weekend bivouacs, many of which were held on military installations. More than 1,000 CAP senior members acted as escorts, advisers, and counselors during these encampments and bivouacs.

Cadet Special Activities

As a special incentive and reward to the most deserving cadets, HQ CAP-USAF personnel arranged 11 special cadet activities during this period. A total of 747 cadets participated. A brief resume of these activities follows:

(International Air Cadet Exchange) -

The U. S. exchanged 199 cadets with 24 nations of the free world. Approximately 236 CAP cadets visited

one of these nations and a like number of youngsters and their escorts visited the U. S. as guests of CAP and the USAF. The Exchange, which took place in July and August, was designed to promote international good will, understanding, and fellowship among the world's youth through a common interest in aviation.

(Cadet Officer School) - In August, 155 male and female cadets attended this two-week course at Maxwell AFB, Alabama. It was designed to increase the effectiveness of cadet officers. The curriculum included problem solving techniques, psychology of leadership, public speaking, and orientation trips, as well as emphasizing physical fitness.

(AF Academy Survival Course) - In July, 55 male cadets attended this course at the AF Academy. The one-week course was the same one given to AF Academy cadets. It included training in water survival and life-sustaining techniques, followed by actual practice in living off the land in mountainous country.

(Medical Services Orientation Program) - In July, Sheppard AFB, Texas, hosted 54 male and female cadets to this one-week course. This activity was designed to acquaint the cadets with various medical careers in both the USAF and in civilian life.

(FAA Cadet Orientation Program) - In July, both male and female cadets attended the FAA-sponsored activity at Will Rogers Field, Oklahoma City, Oklahoma. The program included instruction in ground control approach, control tower procedures, weather and air traffic control.

(AF Logistics Command Orientation Program) - This one-week activity was held for the first time in the summer of 1972. Sponsored by the Air Force Logistic Command (AFLC), the course introduced 85 male and female cadets to the mission of AFLC. Cadets were treated to orientations on airframe maintenance procedures, computer centers, base supply, and received rides in the T-29 and C-118 aircraft and the T-40 Link Trainer.

(Space Flight Orientation Course) - NASA at Marshall Space Flight Center and Redstone Arsenal, Huntsville, Alabama, hosted this one-week program which was attended by 53 male and female cadets in August 1972. The course was designed to motivate cadets toward careers in aerospace and allied sciences. The orientation included history, philosophy and objectives of space flight, propulsion and structural design of space vehicles, guidance, navigation, instrumentation, and communications.

(Communications-Electronics Course) - In June 1973, 44 cadets in the Communications Electronics Course were hosted by Keesler AFB, Mississippi. The two-week course was conducted by USAF professional educators. Keesler AFB facilities were used to familiarize the cadets with concept, design, and operation of modern electronic equipment.

(Air Training Command (ATC) Familiarization Course) - Four ATC bases: Williams AFB, Arizona; Webb AFB, Texas; Moody AFB, Georgia; and Craig AFB, Alabama; specializing in undergraduate pilot training hosted 45 outstanding male cadets in the summer of 1972. The purpose of the course was to stimulate the cadets toward a career in the USAF as a pilot.

(Flying Training - Solo) - The flying training program for solo was sponsored jointly by the CAP wing or region, national headquarters, and the attendee. This program provided 15 hours of flying time as well as appropriate ground school training leading to solo qualification. A total of 426 cadets received solo training during this period.

(Flying Training - License) - Also jointly sponsored by the CAP wing or region, national headquarters and the student, the license program was

designed to lead to the attainment of a FAA private certificate. A total of 28 cadets received licenses as a result of 25 hours of flight instruction and appropriate ground school training. These cadets must have already had powered solo training to qualify for this program.

(Christian Encounter Conference) - Members of CAP were invited to join with AF personnel in eight Christian Encounter Conferences during this period. These Conferences were held at California Lutheran College, Thousand Oaks, California, June 18-22, 1973; Olympic Village, Squaw Valley, California, July 10-14, 1972; Estes Park, YMCA Camp, Colorado, July 12-16, 1972; Ouchita Baptist University, Arkadelphia, Arkansas, July 17-21, 1972; Saint Olaf College, Northfield, Minnesota, August 14-18, 1972; Holden Village Retreat Island, Chelan, Washington, August 21-25, 1972; and Ridgecrest Baptist Assembly Camp, North Carolina, August 31-September 4, 1972.

Audio-Visual Communication Division

During this period EDV completed all art work and fulfilled all production requirements on the textbook, instructor guide, and student workbook for the Aerospace Education Course, "Introduction to Aero-

space." In addition, a full-color, 63-frame, "Introduction to Aerospace" slide presentation, including roughs, designs, comprehensives, and production arrangements, was completed. Finished layout comprehensives covering the navigation portion of the manual, "Navigation and the Weather" were completed and a 60-frame, "Navigation and the Weather" slide presentation was begun.

EDV continued work on the CAP "Hall of Honor" for the AF Museum. The plans have been finalized for the building of the exhibit and the sculptoring of the plaques had started.

Other duties of EDV included numerous briefing presentations involving 35mm slides, vu-graphs, charts, flip charts, designs, layouts, and finished art for numerous pamphlet covers, certificates, personality portraits and sketches.

Project Limelight

Mrs. Mary Ann Hunt reported to Editorial and Curriculum Division on June 25, 1973, to work for a period of five weeks. During this period she prepared an elementary level (3-6 grades) aerospace education curriculum. She was under contract to CAP Corporation and her work was offered for sale through the CAP Bookstore.

Key Personnel

Miss Barbara Bentley, Librarian, retired on
May 1, 1973.

2d Lt Thomas Whisenant was assigned as Chief,
Aerospace Education, replacing Captain John McMahon,
who was transferred on July 27, 1973.

CHAPTER FIVE

P L A N S A N D P R O G R A M S

CAP "Think Tank" Symposium

The CAP "Think Tank" Symposium convened at Ramey AFB, Puerto Rico, on August 11 and 12, 1972. The purpose of the symposium was to take a fresh look at the CAP Cadet Program, its objectives and problems, then make recommendations and suggestions to present to the CAP National Board. The meeting was chaired by Colonel William Patterson, CAP Vice Chairman. Major General John L. Locke represented HQ COMD, Brigadier General Richard N. Ellis represented HQ CAP-USAF, and Dr. Mervin K. Strickler represented the FAA. ¹⁸ Minutes were prepared and distributed by the Directorate of Plans and Programs (XR).

National Board Meeting

CAP's National Board met in Dallas, Texas on September 29 and 30, 1972, at the Statler Hilton Hotel. A National Convention was held in conjunction with the Board meeting. Over 1,200 CAP members attended. The primary function of the National Board

was the election of a chairman and a vice chairman to serve until the next Board meeting. CAP Brigadier General Samuel H. duPont, Jr., was elected to serve his third term as chairman and Colonel William M. Patterson, CAP, was elected to serve his third term as vice chairman. XR prepared ¹⁹minutes of the meeting and distributed them to all concerned.

CAP National Executive Committee

The CAP NEC met three times during this reporting period. A major action of the NEC meeting at Maxwell AFB, Alabama on December 2, 1972, was committee approval for the chairman to form a nonprofit Florida Corporation which would be designed as the CAP Historical Foundation. The purpose of this corporation was to gather historical materials of any kind and variety of description so that it might tell the story, in graphic and tangible form of CAP. ²⁰Minutes of this meeting were prepared and distributed by XR.

The second NEC met on March 24, 1973, and the third met on June 2, 1973. Both met at Maxwell AFB, Alabama and some of the subjects discussed were training for CAP Squadron Commanders, Membership Trends, National Drill Competition, Flight Management,

Accident Prevention Programs, Salvation Army/CAP Agreement, Electronic Locator Transmitter Training, and Cadet Recruiting Program. A new program authorizing a monetary incentive of \$750, \$500, and \$250, respectively, for Cadet Squadron of Distinction, first runner-up and second runner-up was unanimously adopted. XR prepared and distributed 21 / 22 / minutes for both of these meetings.

Commanders Evaluation

In February 3, 1973, XR published and distributed the "National Commander's Evaluation of Civil Air Patrol 23 / Wings." This document listed the degree of attainment of goals by CAP wings and regions. The goals set in some areas, e.g., growth and achievement areas, proved to be beyond the reach of most wings. The report did, however, provide the commanders a good indication of problem areas and where corrective action was needed.

The report did provide a realistic picture of CAP wing accomplishments during the year. Massachusetts earned the number one position with 11,697 points, followed by Virginia with 11,343 points. The point spread ranged from 11,697 to a low of 4,632. The Middle East Region earned the top position in

relative standings of regions. Four of the seven MER states placed in the top ten wings.

On January 4, 1973, XR published and distributed the "1973 Criteria for the National Commander's Evaluation." This publication contained the same basic areas as in 1972, with four new evaluation subjects added. These were: Cadet Squadron Growth, Aerospace Education Workshops, Aircraft Maintenance, and Commander's Discretionary Points.

CAP Annual Report to Congress

25 /

The CAP annual "Report to Congress" was published as required by Public Law 476, 79th Congress. Highlights of the report were coverage of the Boggs-Begich search mission in Alaska; the Chlorine Barge mission in Kentucky; Tropical Storm Agnes relief mission in most wings along the East Coast and overall coverage of CAP's youth motivation activities. The report was printed in 7,000 copies and widely distributed to state and national governmental leaders, business, civic, educational, military, and religious leaders in addition to members of Congress.

Key Personnel

Captain Barbara A. Verderber reported May 10, 1973 and was assigned as Deputy Director of Plans and

Programs, replacing Captain John A. Marco, who was selected for an overseas assignment.

CHAPTER SIX

C H A P L A I N C Y A C T I V I T I E S

GENERAL

The summer activities for cadets and senior member escorts, as sponsored by HQ CAP-USAF personnel, included eight Spiritual Life Conferences. Under the new title of "Christian Encounter Conferences" (CEC), the five-day programs were conducted by the USAF Chief of Chaplains, with quotas allocated for CAP participation. The first of these programs was held during the last reporting period (June 1972) at the California Lutheran College, Thousand Oaks, California, and is included here for historical purposes as one of the 1972 programs.

The CECs were strategically located to provide geographical convenience and simple transportation arrangements.

CECs held during this reporting period were:

1. Silver Bay YMCA Camp, New York, July 10 - 14.
2. Olympic Village, Squaw Valley, California, July 10 - 14.
3. Estes Park YMCA Camp, Colorado, July 12 - 16.

4. Ouchita Baptist University, Arkadelphia, Arkansas, July 17 - 21.
5. Saint Olaf College, Northfield, Minnesota, August 14 - 18.
6. Holden Village Retreat Island, Chelan, Washington, August 21 - 25.
7. Ridgecrest Baptist Assembly Camp, North Carolina, August 31 - September 4.

The HQ CAP-USAF Office of the Chaplaincy (HC)
26 /
published CAP Regulation 265-1, dated July 1, 1972.

The revised regulation added requirement for Chaplain Appointment Applications to be routed through wing commanders by unit commanders, and established a position of vice chairman for the National Chaplain Advisory Committee. It deleted a requirement for uniform to be worn while attending conferences and while traveling on military aircraft.

HC published and distributed a new publication 27 /
in September 1972, "What's It All About - The Chaplaincy." In addition to telling and selling the story of the CAP Chaplaincy, it combined two previous publications used in recruitment. The brochure combined a listing of all ecclesiastical endorsing agencies who approve chaplain applications and sample letters for the new clergy.

Military Chaplains Association

Following a two-year struggle and continued efforts by Chaplain, Major General Roy M. Terry, Chief of AF Chaplains, and Chaplain, Colonel Ralph R. Pace, National Chaplain, CAP Chaplains were officially approved for membership in the Military Chaplains Association of the U. S. A. This nonprofit association under the motto of "With malice toward none - with charity for all," represented over 10,000 chaplains, including reserve, retired, and former chaplains. It was the professional organization for military chaplains of all religious faiths in all branches of the Armed Forces, Veterans Administration (VA), and now in CAP. It was committed to God and Country, and to the highest interests of the Military and CAP Chaplaincy.

National Chaplain Committee Meeting

The National Chaplain Committee Meeting was held in conjunction with the CAP National Convention in Dallas, Texas September 29 and 30, 1972, at the Statler-Hilton Hotel. A full program on Friday, September 29 involved active participation of CAP Chaplains, special guests, and representatives from ecclesiastical endorsing agencies. Keynote speaker

for the Chaplain program was Dr. Robert Preston Taylor, Director of Development, Southwestern Baptist Theological Seminary, Fort Worth, Texas. He was past Chief of AF Chaplains, and served with the rank of major general. He was past National Chaplain of CAP and served as the first AF chaplain to hold the title and position, with offices in Washington, D. C. from 1950 to 1952. Dr. Taylor was also the subject of a book entitled "Days of Anguish - Days of Hope," telling about his experiences during WWII, where he served and was a prisoner of war, and was a survivor of the famed Bataan Death March. Dr. Billy Keith, author of the book also attended the meeting and introduced the book.

Awards

HC announced annual awards for outstanding service and supervision of the CAP Chaplaincy. They were as follows:

First Place Region - Southeast Region, Chaplain,
Lieutenant Colonel Luther M. Smith, CAP

Second Place Region - Pacific Region, Chaplain,
Lieutenant Colonel Paul M. Jones, CAP

First Place Wing - Connecticut Wing, Chaplain,
Lieutenant Colonel Joseph A. Dillon, CAP

Second Place Wing - Tennessee Wing, Chaplain,
Lieutenant Colonel John M. Magee, CAP.

CAP Chaplaincy Certificates

In March 1973, two special certificates were introduced to reward persons contributing time and effort to the CAP Chaplaincy. A special "Meritorious Service" Certificate was designed for presentation to chaplains, visiting clergy, or CAP members who made significant contributions to the religious or moral program of CAP. The certificate would be presented by the National Chaplain as requested by chaplains or commanders. Also available on request from chaplains and commanders was the "Testimonial of Service" Certificate, for one who had made significant contributions to the CAP Chaplaincy, CAP spiritual and moral program, or enhanced the work of the chaplaincy. Suggested recipients were endorsing agency representatives, civil leaders, wing or region chaplains or commanders, reservists, or any individual who exemplified the epitome of the aims of the CAP chaplaincy.

Chaplain Service Kits

Through special arrangements with the Herman J. Wolf Company, and the AFLC, CAP Chaplains were offered the opportunity to purchase AF type Chaplain Service Kits directly from the company. Although

the kits do not meet rigid AF specifications, they were of excellent quality and the cost was much less than the government contract items. These kits satisfied the many demands to HC for such equipment required on search and rescue missions and during encampments where local religious services were not readily available.

Cadet Moral Leadership Program

HC updated the Cadet Moral Leadership Program in November 1972 and introduced a ²⁸brochure, "Values for Living - Part I - Cadets, Moral Leadership." Each section of this outline was designed for group involvement, leading towards value clarification, rather than the traditional lecture-essay style of presentation. The brochure presented 14 current topics for discussion and involvement. The preparation of the new manual resulted from the diligent and scholarly work of three professional clergy, writers, and educators. Topics were chosen from subjects submitted by CAP cadets who attended the Cadet Officers School.

Key 73

In January 1973, a new emphasis was introduced in the CAP Chaplaincy, supporting 130 major religious

bodies in the U. S. in a program entitled "KEY 73." The state purpose of the program was to direct all Christians toward developing an evangelistic style of life for the people of God in daily lives. CAP Chaplains were asked to support the total program as encouraged by the Chief of AF Chaplains and the religious bodies.

CAP PRAYERS

A collection of nonsectarian devotions, including petitions, intercessions and thanksgivings addressed to the Almighty on behalf of CAP members were published in an eleven-page ²⁹ booklet entitled "CIVIL AIR PATROL PRAYERS." The intention of the booklet was to provide commanders, chaplains, and other members with a source of appropriate devotions for various CAP occasions, and stimulate thought and action which will involve CAP in the corporate and personal devotional life of CAP members. Chaplain, Lieutenant Colonel Charles L. Wood, CAP, New Jersey Wing Chaplain was commended for the painstaking effort in preparing and writing the material.

CHAPTER SEVEN

DIRECTORATE OF INFORMATION

GENERAL

The Directorate of Information (OI) at HQ CAP-USAFA continued its efforts to initiate and follow through on projects designed to acquaint the general public with CAP's Mission. Emphasis was placed on lifesaving, public-service missions and help in times of natural disasters. At the same time a need was felt to impress upon the public the importance of preserving the air supremacy and the aerospace training activities of CAP.

Brochures and Leaflets for Recruiting

Due to a decline in membership and accelerated efforts toward recruiting, a greater demand was placed on IO for information materials. More than 20 information leaflets and brochures were designed, created, and produced. Nearly one million of these were distributed through the more than 2,000 units, mostly for recruiting purposes. Other brochures and leaflets had to be revised and updated as the activities changed in location and in scope.

OI also responded to more than 3,000 letter requests from pre-teen and teen-age youth, many in foreign lands, seeking information about USAF and CAP.

Exhibit

The CAP exhibit consists of five panels with photographs and a center screen with a self-operating projector, depicting the CAP story on color slides. The photographs were updated and larger pictures were made. The panels, which showed much wear and tear were replaced with new ones. The exhibit was sent to the AF Non-Commission Officers' Association (NCOA), which was held the first week in June at San Antonio, Texas. The next trip for the exhibit was to the Optimist International Convention in San Antonio, Texas the fourth week in June.

Summer Activities

As the size of the cadet and senior summer activities increased, there was a corresponding increase for news and photographic coverage by personnel of OI. Editors and writers from many aviation and teen-age oriented publications requested special stories and photographs of these activities. A number of publications sent representatives to cover particular

activities of greatest interest to their readers. These representatives received full support from OI personnel at the scene of these activities and from national headquarters. The results of these efforts were highly rewarding with some 28 national publications utilizing special articles on the activities of CAP. In addition, more than 300 news stories were prepared by OI and distributed to daily and weekly newspapers throughout the U. S.

Letters to Governors

A continuing activity of OI was the "Letters to Governors" Project, designed to acquaint the governor of each state with the activities of CAP in his respective state. These letters were written to a newly inaugurated governor or to the incumbent governor when a change of wing commander was made in his state. Each letter included data on the number of CAP units in that state, membership (both cadet and senior members), the number of rated pilots, the number of aircraft (corporate owned or privately owned), the name and address of the wing commander, and a brief summary on the status and performance of the CAP wing in the state concerned.

Unit Information Program

Another important function of the OI was the monitoring of the information programs at the unit levels of CAP. OI guided and supported the thousands of CAP unit information officers (IOs) across the nation, most of them amateurs and all of them volunteers.

During this reporting period, the personnel of OI planned an information course designed to be taught at the Region Conferences and at the National Convention. The course was taken to all regions and to the National Convention by personnel of OI. It consisted of an 30 / outline and 80 color slides. The purpose of the course was to teach the inexperienced IO how to recognize a story; how to write a story; and how to get that story into print. The curriculum and outline were drawn up by National Headquarters with the intention that the group and wing IOs would take the program to their unit IOs. A 31 / pamphlet, "Guidelines for Photographing an Awards Ceremony for Publication," was also prepared and handed out at each session to help the unit IO make more selective photographs.

CAP NEWS

OI continued to publish a monthly newspaper - CAP NEWS - distributed nationwide to some 61,000 members and subscribers. Early in this period CAP NEWS began to encourage retention and recruiting, due to a noticeable drop in CAP membership. On August 15, 1972, OI published and distributed a 32 letter containing guidelines for submission of news to CAP NEWS. This letter was designed to encourage the members to develop stories and photographs that would be more acceptable for publication in CAP NEWS.

Other Projects of OI

OI continued to publish monthly the "CAP News Service," which consisted of four stories that were "green" and could be used by unit IOs to have something to carry to their media. OI produced and sent to all units a pamphlet entitled, "How to Use CAP News Service." This pamphlet was designed to aid and encourage the local IO who might think that he has nothing to give to the media in his area.

~~Emergency Services Information Plan, 1973~~ (Emergency Services Information Plan, 1973)

OI produced and distributed a special information 33 plan to help CAP units and personnel engaged in

disaster relief, domestic emergency, and nationally significant search and rescue operations obtain maximum possible news coverage.

(IACE, 1973) Each year, OI draws up a fact 34 sheet on the IACE. The four-page pamphlet consists of a brief history of the IACE and lists the number of countries participating and the state hosting the students from these countries. It also listed the number of American cadets who were privileged to participate.

(USAF 25th Anniversary) OI distributed 10,000 copies of the DOD Commanders Digest dated August 3, 1972. This 16-page digest was a special issue on the 25th anniversary of the USAF. It depicted air power from its beginning through WWII, the Berlin Airlift, the Korean Conflict, and Vietnam. OI distributed it through CAP units, and through CAP's aerospace education members, many of whom were classroom teachers.

(Humanitarian Services - 1972, CAP) OI updated and revised the SAR Fact Sheet. By adding 35 photographs and changing the name, OI was able to produce a more prestigious pamphlet. The pamphlet

gave a brief history of CAP's SAR activities; activities during the current year; and listed sorties, hours flown and lives saved by state.

Photographic Production

The concern regarding retention and recruitment and the accelerated activities for both senior and cadet members reflected an overall increase in the workload of the photographic laboratory. During this period, the number of work orders increased to 318 which produced the following:

- Color Slides (35mm, mounted) 3,231
- Prints (8 x 10) 3,461
- Prints (5 x 7). 2,424
- Prints (4 x 5). 269

In addition to the above OI also fulfilled the requirements of AFR 95-6, "Still Photographic Documentation,": adding some 50 photographs (8 x 10) to the workload of the photographic laboratory.

Radio, Television, and Pictorial

The Radio, Television, and Pictorial (OIR) section of the Directorate of Information at HQ CAP-USAF undertook the following new projects during this period:

1. Three television film spots for distribution to some 600 television stations across the nation.
2. Produced and distributed to 2,500 AM and FM radio stations a tape of CAP public service spot announcements.
3. Developed a "suggested" script for the IO slide presentation and updated the slides to be used with it.

A special television script, about CAP, was begun by a highly regarded writer. The long-range project was designed to evolve into a television special or to be used as a basis for a television series. A close liaison was maintained by OIR with the writer through meetings and correspondence. Background material and personal contacts have been supplied to the writer to help him develop an acceptable product.

The suggestion to feature CAP in a segment of AIR FORCE NOW was approved by the Secretary of the AF Office of Information. Production was expected to begin in 1974. One or two film segments were to be used to inform AF personnel about CAP and its relationship to AF.

CHAPTER EIGHT

OTHER ACTIVITIES

INSPECTOR GENERAL (IG)

During this reporting period, members of HQ CAP-USAF inspection team conducted 36 general inspections. The team also inspected eight region LOs, fourteen wing LOs, and fourteen CAP wings. The eight region LOs inspected a total of 41 CAP wings and 42 wing LOs during the same period.

The CAP Inspector's ³⁶Handbook was revised in September 1972 and disseminated to CAP region and wing commanders as an aid in developing an effective inspection program. The handbook emphasized the commander's responsibility for establishing and conducting an effective inspection program. It listed the desired qualifications for inspector; explained the duties of the inspector; and suggested ways of preparing for, conducting, and processing inspections.

In September 1972, a review of general inspections of CAP wings, conducted by IG during 1972, was initiated. Major problem areas within each functional area most often rated less than satisfactory were identified. The ³⁷summary was forwarded to CAP region and wing commanders and the headquarters staff to assist in identifying and correcting noted problems.

Renewed emphasis was placed on the importance of convincing personnel that they would receive prompt and impartial consideration of their grievances. Correspondence was forwarded to LOs and to each staff agency stressing that standards in human relations must be exemplified by all, and that each person must become involved in human issues.

In an effort to streamline the inspection reporting system without degradation to the inspection program, a revised format for general and staff supervisory inspection reports was devised. It was determined that a specific written narrative would be required only when specific items were rated excellent, satisfactory with exceptions, or unsatisfactory. Heretofore, a specific comment on each and every inspection check list item was required resulting in a considerable savings in inspectors' time, sec-

retarial assistance, management review, and reproduction costs for reports would be reduced an estimated 15 to 20 per cent.

On March 30 - 31, 1973, a team from HQ COMD USAF conducted an "over-the-shoulder" inspection of the CAP-USAF IG team during its inspection of the Florida CAP wing and LO. The purpose was to determine the effectiveness and efficiency of the CAP-USAF IG inspection function. The results of the observation indicated that the IG team operated effectively and efficiently and provided the commander, HQ CAP-USAF an accurate evaluation of the status of the command.

On April 9 - 12, 1973, a general inspection of HQ CAP-USAF was conducted by a team from HQ COMD USAF for the purpose of evaluating the effectiveness of mission accomplishment and management systems and compliance with published policies, laws, regulations, orders, and directives. Findings revealed that HQ CAP-USAF IG was accomplishing its responsibilities in an effective manner, with only a few exceptions identified.

This period ended with 30 complaints and 31 congressional/executive inquiries having been processed.

Key Personnel

Lieutenant Colonel Jerry L. McQuitty was assigned as IG on August 22, 1972, replacing Lieutenant Colonel I. W. Bailey, who retired from active military duty.

DIRECTORATE OF SAFETY

CAP-USAF was accident free during the first half of this reporting period with the exception of one Air Force Military Vehicle (AFMV) accident in August involving the Indiana LO. There was also one AFMV accident during the last half of FY-73 which involved the Hawaii LO. The two accidents were the only reportable accidents within any safety area, i.e., flight and ground.

Total exposures for the entire period were:

Military Man-days	87,204
Civilian Man-hours	322,160
USAF Vehicle Mileage	327,768

Through the combined efforts of HQ CAP-USAF personnel, a total of 8,739 hours were flown accident free, in a combination of military and civilian rental aircraft. These flying hours involved many different types of civilian aircraft and only by strict compliance with established directions was this accomplished successfully.

SE initiated the following during this period:

1. CAP-USAF Regulation 127-103 which explained the use and proper procedures for submission of the AF Form 740, "Ground Accident and Traffic Training Summary," as it pertained to CAP-USAF operations.
2. CAP-USAF Regulation 127-6 was published to give definitive guidance in conducting an effective hazard reporting system. This regulation was required due to the unique structure of the CAP-USAF organization and the wide variation of support provided the various LOs.
3. The establishment of direct mailing of USAF Safety Officers' kits from Norton AFB to all LOs within CAP-USAF.
4. Safety information and education printed in a monthly LO Bulletin, CAP NEWS, and the CAP Monthly Bulletin.

SE succeeded in convincing CAP to adopt the FAA classification criteria to determine aircraft accidents and incidents within the corporation. This action rescinded the dollar cost classification used in previous years.

Thirty-two CAP aircraft sustained major damage in accidents during this period. The RMR did not incur any accidents during this entire period.

In the ground safety area within CAP, there was a reduction in both vehicle accidents and bodily injury accidents. This was due to the concerted efforts of SE to bring a better basic program of safety to the units.

An overall stronger safety program was in evidence showing a greater awareness and interest in hazardous conditions. More safety meetings were reported, bringing about a stricter adherence to safety regulations. Also, there was a closer monitoring of safety programs and accidents have been reported more promptly and accurately.

Initial groundwork was begun by SE to establish formal safety officer training of CAP personnel through Air Training Command (ATC). This course was designed to be a formal in-residence course and to be held at Lowry AFB, Colorado, if approved.

STAFF JUDGE ADVOACTE (JA)

Legal studies were submitted to the command section and to other staff sections of HQ CAP-USAF on the following situations:

1. Agreements for modification of T-41 aircraft
2. Negotiations between the City of Amarillo, Texas and CAP for use of property as a supply depot
3. Agreement with the Salvation Army
4. LOs flying corporate aircraft
5. Lease of aircraft for testing purposes
6. Studies on income tax levied by City of Montgomery
7. Proposed charter flight contract

In an effort to obtain relief from excise tax on civil aircraft, considerable time was spent in conferences with personnel conducting the Department of Transportation Cost Allocation Study. This committee has been well briefed on the activities of CAP in connection with their assistance to the AF. Contact was also made with the Department of Transportation concerning the Airports and Airways Study group. The recommendations of this group could have a profound effect on the problem of taxation for CAP. State taxation was a continuing problem. An in depth study was made on the status of CAP as a federal instrumentality for the purpose of state taxation. This study was based on Department of Employment v. U. S., 385 US 355, 17 L. Ed. 2d 414, 87S. Ct. 464. In this case, the ARC was classified as a federal instrumentality for the purpose of state taxation. Efforts were made by the California Wing of CAP to introduce legislation to exempt CAP from any state sales or use tax. Legislation is pending at this time.

Active assistance was given to the Florida Wing, CAP in their effort to win an appeal on the revocation of their second-class postal permit. This

appeal was considered and the Florida Wing's postal permit was reinstated. The Florida Wing recovered the funds paid under protest for the higher postage rate.

State taxation problems continued to arise throughout the 52 wings. In an effort to assist those wings not receiving state aid, guidelines for state appropriations were forwarded to all wings not receiving aid. It was of note that states that supported CAP did not attempt to tax CAP: Tennessee, California, and several other wings have had tax problems. The wing legal officer for California has prepared a bill for the California legislature to grant CAP a tax exempt status from the California use and sales tax.

The annual application and supporting documents for the group tax exempt letter were filed with the Internal Revenue Service. This exemption was granted in November 1972.

Litigation continued in the CAP v. Mocksville-Rowen Aero Club in the North Carolina Wing. This suit was for the recovery of two aircraft which were in possession of CAP members in their private capacity as members of the Mocksville-Rowen Aero Club.

On May 29, 1973, suit was filed in the Court of Common Pleas, Clark County, Ohio, Civil Action 73 - CIV-806 by Marion G. Haley for the wrongful death of her husband, James W. Haley. Plaintiff demanded judgment in the amount of \$650,000.

In the Virginia Wing, JA was successful in recovering some jeeps that were being unlawfully held.

Suit was filed in the U. S. District Court for the Western District of Oklahoma on November 27, 1972, by Donald Keith Tolman against CAP and Cessna Aircraft Company. A companion suit was filed the same day by E. E. Tolman and Mildred Tolman against CAP and Cessna Aircraft Company. This suit arose out of an aircraft accident resulting in severe injuries to Cadet Donald K. Tolman on December 12, 1970. The total amount asked is \$1,343,900 and costs.

Suit was filed in the Circuit Court of the City of Alexandria, Commonwealth of Virginia, on October 31, 1972, by Avemco Aircraft Investment Corporation against National Capital Flying Corporation and CAP. This action arose out of damages to a parked aircraft on April 5, 1970. The amount asked is \$25,000.

In March 1973, JA assumed responsibility for accountability of the legal library. Requirements were set by the Judge Advocate General's office and JA was made accountable to that office for the legal library of this headquarters.

Questions concerning the CAP insurance program required considerable time and research. Over half of the correspondence processed during this period dealt either directly or indirectly with the legal ramifications of actions and programs by units with regard to the liability coverage.

Priority attention was directed to the voting program in this headquarters. Lieutenant Colonel Harold Howell, JA, served as the project officer for voting for HQ CAP-USAF. He also served on the Base Voting Panel to get out the vote. Every person, military and civilian, was given an application for a ballot and voting assistance. Notary Public service was furnished by this office.

Lieutenant Colonel Howell also served as Co-Chairman of the Federal Bar Association in the Law Day activities. This program was of prime interest to the Judge Advocate General.

COMPTROLLER (AC)

The FY-73 Operations Operating Budget closed out on June 30, 1973 with a zero balance of expenditures and obligations versus an approved operating program of \$2,318,000. Included was \$13,100 for the Puerto Rico Wing LO.

The FY-74 tentative operating program was received from HQ COMD near the end of the reporting period. The approved program was limited to financing available during FY-73, less \$6,700.

The CAP Corporate Budget for FY-74 was approved by the June NEC in the amount of \$579,942.

The CAP accounting system was mechanized on July 1, 1972 to the extent that all general ledger inputs were run on the National Cash Register (NCR) Computer. The "bugs" have been eliminated and the result was a usable and timely mechanized system. The manual bank balance sheet was eliminated and a mechanized listing of outstanding checks each month was initiated.

A system of commitment accounting was initiated so that all staff agencies could see their expenses at the end of each month, prior to actual invoiced payment. This information was furnished on a mecha-

nized listing which showed a detailed spread of activity of the current month, plus cumulative to-date cost by budget project/account.

AC was responsible for registering all guests and accounting for all expenses incurred at the CAP 1972 National Convention in Dallas, Texas, September 29 - 30, 1972. Some 1,250 members and guests were registered. The convention was a success from a monetary standpoint as the income exceeded the expenses by \$2,870.

Total income for FY-73 was down \$66,818 from FY-72. The vast majority of the decrease was due to the declining cadet and senior membership. The decline in income caused a corresponding reduction in the scope of the FY-74 CAP programs.

AC's workload continued to increase. Bookstore sales reached \$279,679.29 in FY-73 versus \$251,098.85 in FY-72. During the same period the Supply Depot Sales rose from \$10,879.54 to \$64,180.16.

ADMINISTRATION (DA)

Lieutenant Colonel Glenn H. Dowler researched and wrote a paper, "Background Data on CAP," for use in helping defend the new CAP Supply Bill before Congress. The paper was presented to the Congress and reprinted in the Congressional Record.

Printing Plant

During the first half of this reporting period, the CAP printing plant hit an all-time high in production with 15,116,444 impressions. Following is a list of productions during the entire period:

1. 83 new and revised regulations, manuals, pamphlets, leaflets, and various forms.
2. 54 new or revised un-numbered publications.
3. 868,168 line items.

The Distribution Section sent starter kits of publications to 120 newly chartered units.

Personnel from DA were part of the logistical and administrative team at the National Convention.

LOGISTICS (LG)

Corporate Aircraft

The following inventory was reflected by the Corporation:

<u>Date</u>	<u>Inventory</u>	<u>Out of Commission</u>	<u>Disposed</u>
December 31, 1972	800	199	72
June 30, 1973	780	99	72

A total of 65 aircraft were acquired from DOD excesses.

DOD Excess Property

AF transferred DOD excess property with an original acquisition value of \$12,191,303.94 to CAP

during this period. CAP disposed of DOD property with an original acquisition value of \$3,666,278.10 and realized a return of \$487,780.95 from the disposition of the property.

Host-Tenant Agreements

A total of 26 support agreements for CAP-USAF LOs were reviewed with three consolidated into a command-to-command agreement between HQ COMD and HQ Strategic Air Command (SAC). They were:

1. Pennsylvania LO
2. West Virginia LO
3. Kansas LO

Support Agreements Reviewed

- | | |
|-------------------------|------------------------|
| 1. Massachusetts LO | 14. Mississippi LO |
| 2. Rhode Island LO | 15. Missouri LO |
| 3. Maryland LO | 16. Utah LO |
| 4. Kentucky LO | 17. Alaska LO |
| 5. Alabama LO | 18. South Dakota LO |
| 6. Hawaii LO | 19. Washington LO |
| 7. New Hampshire LO | 20. Florida LO |
| 8. Delaware LO | 21. North Carolina LO |
| 9. Great Lakes RLO | 22. New Mexico LO |
| 10. Ohio LO | 23. Oklahoma LO |
| 11. Louisiana LO | 24. Rocky Mountain RLO |
| 12. Connecticut LO | 25. California LO |
| 13. National Capital LO | |

Relocation of CAP-USAF LOs

The following LOs were relocated during this period:

Kentucky LO

Maine LO

Minnesota LO

Vermont LO

South Carolina LO

CHAPTER NINE

M I S C E L L A N E O U S

GLOSSARY OF ABBREVIATIONS

AC	DCS/Comptroller
AF	Air Force
AFB	Air Force Base
AFRes	Air Force Reserves
AM	Amplitude Modulation
AOPA	Airplane Owners & Pilots Association
ARC	American Red Cross
ARPC	Air Reserve Personnel Center
ARRC	Aerospace Rescue & Recovery Center
ARRS	Aerospace Rescue & Recovery Service
ASIF	Airlift Services Industrial Fund
ATC	Air Training Command
AU	Air University
CAP	Civil Air Patrol
CAPCOMM	Civil Air Patrol Communications Exercise
CAP NEWS	Civil Air Patrol Newspaper (Monthly)
CAP-USAF	Civil Air Patrol United States Air Force
CEC	Christian Encounter Conference
DA	Directorate of Administration
DAE	Director of Aerospace Education
DCPA	Defense Civil Preparedness Agency
DO	DCS/Operations
DOO	Chief, Current Operations

DOD	Department of Defense
DOK	Chief, Communications
DOS	Chief, Emergency Services
DOT	Chief, Senior Training
DP	DCS/Personnel
ED	DCS/Aerospace Education & Cadet Programs
EDC	Director of Curriculum
EDV	Director of Audio-Visual Communications
ECI	Extension Course Institute
ELT	Electronic Locator Transmitter
FAA	Federal Aviation Administration
FCC	Federal Communications Commission
FM	Frequency Modulation
GAM	General Aviation Membership
GLR	Great Lakes Region
HC	Office of the Chaplaincy
HQ COMD	Headquarters Command, United States Air Force
HZ	Hertz
IG	Inspector General
JA	Staff Judge Advocate
LO	Liaison Office or Liaison Officer
MAC	Military Airlift Command
MARS	Military Affiliate Radio System
MER	Middle East Region

MHz	Megahertz
NAEAC	National Aerospace Education Advisory Committee
NASA	National Aeronautics & Space Administration
NCR	North Central Region
NCC	National Communications Committee
NEC	National Executive Committee
NER	Northeast Region
OI	Directorate of Information
OTS	Officers Training School
PACR	Pacific Region
RAP	Reserve Assistance Program
RRC	Rescue and Recovery Center
RDAES	Regional Directors of Aerospace Education
RMR	Rocky Mountain Region
RLO	Region Liaison Office or Region Liaison Officer
SAR	Search and Rescue
SE	Director of Safety
SER	Southeast Region
SSB	Single Side Band
SWR	Southwest Region
US	United States
USAF	United States Air Force
USCG	United States Coast Guard

VHF	Very High Frequency
WLO	Wing Liaison Office or Wing Liaison Officer
WWII	World War II
XR	Plans and Programs