NATIONAL HEADQUARTERS
CIVIL AIR PATROL
500 FIFTH AVENUE
NEW YORK, 18, N. Y.

31 July 1944

Subject: Reports to AAF Activities of Civil Air Patrol Personal Accidents and Property Damage.

To: All Wing, Base and Unit Commanders

1. In compliance with the request of the Air Judge Advocate, effective this date, all Civil Air Patrol accidents involving personal injuries to individuals or property damage occurring during the performance of an authorized CAP activity for the Armed Forces conducted under operations orders will be reported in writing to the Claims Officer of the nearest AAF installation. Such reports shall include full details of each and every accident occurring in any properly authorized CAP activity, as above, whether caused by aircraft or any other means whatsoever.

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10825 EAST GLADE, CLEVELAND, OHIO

2. In instances where a Board of Investigation convenes, a copy of the report and findings of such board will be sufficient. In instances where a Board of Investigation does not convene a complete report in writing will be made by the officer in charge of such activity, setting forth all details and circumstances surrounding the accident as well as the injury or damage occurring.

3. A copy of all reports will be forwarded to the Claims Officer at the nearest Army Air Force installation, and a copy forwarded to National Headquarters, Civil Air Patrol.

By direction of Colonel JOHNSON, National Commander:

Richard S. Wolfe
RICHARD S. WOLFE
Major, Air Corps
Insurance Officer