

R E S T R I C T E D

OFFICE OF CIVILIAN DEFENSE  
WASHINGTON, D.C.

CIVIL AIR PATROL

OPERATIONS DIRECTIVE)  
NO. 13-C)

NATIONAL HEADQUARTERS  
WASHINGTON, AUGUST 26, 1942

REIMBURSEMENT SCHEDULES FOR CAP COASTAL PATROLS

(This Operations Directive No. 13-C supersedes Operations Directive No. 13-B of July 14, 1942, which is hereby rescinded as of midnight, August 31, 1942 and which will be removed from files. This Directive is hereby classified as "Restricted". Its distribution will be limited to Civil Air Patrol Command and Staff Officers for use in the performance of official duties. It will not be quoted, published, posted or otherwise made available to anyone unauthorized to receive it or to the public.)

1. General

a. Reimbursement Schedules setting forth the Per Diem Allowances for personnel on duty with Civil Air Patrol Coastal Patrols and the Hourly Rates and Stand-by Allowances paid for the use of aircraft assigned to the Coastal Patrols, together with the Insurance Requirements for Coastal Patrol operations are presented in this directive. These schedules apply to all operations of CAP Coastal Patrols but do not apply to Border Patrol, Forest Patrol, Pipe Line Patrol, Courier Service, or Miscellaneous Services.

b. Said Per Diem allowances for personnel and said Hourly Rates and Stand-by Allowances for the use of aircraft are the only allowances made by the Government to cover living expenses and personal services of personnel and expenses, both tangible and intangible, incident to the operation, inspection, maintenance, overhaul, repair, depreciation, replacement and insurance of aircraft on duty with CAP Coastal Patrols.

c. All Per Diem and Airplane Vouchers will be submitted to National Headquarters as of the fifteenth and last day of each month. Stand-by Allowance Invoices will be submitted to National Headquarters as of the last day of each month. No vouchers calling for payments in excess of the rates scheduled herein will be approved, nor will payments be approved for personnel or airplanes exceeding the authorized strength.

d. All missions of whatsoever nature performed by Coastal Patrols will be covered by official Operations Orders in accordance with the provisions of Operations Directive No. 15-A, Administrative Procedure for CAP Coastal Patrols.

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e. Daily operations reports on forms which will be furnished by National Headquarters will be submitted to National Headquarters in duplicate. Such reports will be signed by the Coastal Patrol Commanders and will set forth the required information for each day of operation. Following the NC number, place an (A) to indicate that the plane is equipped with bomb racks, if such is the case. In the column headed "Pilot", there will be included not only the name of the Pilot but also the name of the Observer taking part in the flight.

2. Per Diem for Personnel

a. The following Per Diem Schedule will apply to all personnel on duty at Coastal Patrol Bases until further notice:

(1)	Commanding Officer.....	\$10.00
(2)	Operations Officer.....	8.00
(3)	Engineering Officer.....	8.00
(4)	Intelligence Officer.....	8.00
(5)	Assistant Operations Officer.....	8.00
(6)	Pilots (Including pilot-observers)..	8.00
(7)	Observers (non-pilot).....	7.00
(8)	Assistant Engineering Officer.....	7.00
(9)	Assistant Intelligence Officer.....	7.00
(10)	Airdrome Officer.....	7.00
(11)	Flight Surgeon.....	8.00
(12)	Radio Operators.....	7.00
(13)	Mechanics.....	7.00
(14)	Radio Mechanics.....	7.00
(15)	Administrative Section Head.....	6.00
(16)	Plotting Board Operators.....	5.00
(17)	Clerk Typists.....	5.00
(18)	Apprentice Mechanics.....	5.00
(19)	Servicemen.....	5.00
(20)	Guards.....	5.00

b. The Per Diem Allowances set forth in the foregoing schedule will apply for each day personnel are on duty at Coastal Patrol Bases. In cases of personnel on duty for periods of thirty or more consecutive days, said Per Diem Allowances will also apply for one rest day per week during such period. Rest days will not be cumulative.

3. Hourly Rates for Aircraft

a. Until further notice, the following Hourly Rates will be paid for the use at Coastal Patrol Bases of aircraft which are assigned to Coastal Patrol Duty and which are not equipped with bomb racks:

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<u>H.P. Range</u>	<u>Operation &amp; Maintenance</u>	<u>Depreciation</u>	<u>Crash, Accident &amp; Liability Insurance</u>	<u>Total</u>
90-120	\$ 4.40	\$ 3.50	\$ 2.75	\$10.65
125-165	6.40	5.00	3.25	14.65
175-220	7.40	5.00	3.75	16.15
225-245	9.40	5.00	4.50	18.90
250-295	10.60	6.25	5.50	22.35
300-345	12.50	7.50	8.00	28.00
350-395	15.30	8.75	9.50	33.55
400-445	20.00	10.00	11.00	41.00

b. Until further notice, the following Hourly Rates will be paid for the use at Coastal Patrol Bases of aircraft which are assigned to Coastal Patrol Duty and which are equipped with bomb racks:

<u>H.P. Range</u>	<u>Operation &amp; Maintenance</u>	<u>Depreciation</u>	<u>Crash, Accident &amp; Liability Insurance</u>	<u>Total</u>
90-120	\$ 4.40	\$ 3.50	\$ 9.50	\$17.40
125-165	6.40	5.00	10.50	21.90
175-220	7.40	5.00	11.50	23.90
225-245	9.40	5.00	13.00	27.40
250-295	10.60	6.25	15.00	31.85
300-345	12.50	7.50	20.00	40.00
350-395	15.30	8.75	23.00	47.05
400-445	20.00	10.00	26.00	56.00

c. Until further notice, the following Hourly Rates will be paid for the use at Coastal Patrol Bases of aircraft which are assigned to Auxiliary Service Duty:

<u>H.P. Range</u>	<u>Operation &amp; Maintenance</u>	<u>Depreciation</u>	<u>*Crash, Accident &amp; Liability Insurance</u>	<u>Total</u>
50-60	\$ 2.50	\$ 2.00	\$ 0.60	\$ 5.10
65-75	2.70	2.50	0.725	5.925
80-85	4.40	3.50	1.35	9.25

\*In case the pilot carries with him any passengers, excepting members of the armed services of the United States on active duty, add \$0.125 to the hourly insurance premium charge for each such passenger and make a corresponding increase in the total hourly rate.

d. Except for the routine services rendered by mechanics and other service personnel assigned to duty at CAP Coastal Patrol Bases, all expenses, both tangible and intangible, incident to the operation,

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inspection, maintenance, overhaul, repair, depreciation, replacement and insurance of aircraft on duty at said Coastal Patrol Bases will be paid out of the payments made by the United States Government on the basis of the Hourly Rates herein set forth in paragraphs 3 a, 3 b, or 3 c or on the basis of the Stand-by Allowances herein set forth in paragraph 4, as no other payments will be made by the Government for the use of said aircraft.

a. The amounts herein above specified for operation and maintenance will be set aside and placed in a general pool to be used for the purpose of operating and maintaining the aircraft on duty at each Coastal Patrol Base. The amounts herein specified for insurance will be used for that purpose. The amounts herein specified for depreciation will be paid to the owners of the aircraft. There will be no departure from this procedure.

4. Stand-by Allowances for Aircraft

a. Until further notice, the following stand-by allowances will be paid each day for the use of aircraft on duty at Coastal Patrol Bases or dispatched therefrom on missions elsewhere:

<u>H.P. Range</u>	<u>Allowances for airplanes without bomb racks</u>	<u>Allowances for airplanes with bomb racks</u>
50-60	\$ .15	
65-75	.20	
80-120*	.45*	\$ .675*
125-165	.55	.825
175-220	.65	.975
225-245	.80	1.20
250-295	1.00	1.50
300-345	1.50	2.25
350-395	1.80	2.70
400-445	2.10	3.15

\* All airplanes assigned to Coastal Patrol Duty are required to be of the three-place type or larger and of not less than ninety horsepower (90 h.p.).

b. The stand-by allowance for the use of each airplane will be paid each day (including the day the plane takes off from its home station under orders to report for duty at a Coastal Patrol Base until the plane returns to its home station at conclusion of service) regardless of whether the aircraft is engaged in flight and will compensate the owner for the premium for Ground Insurance required under paragraph 6 b hereof.

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5. Horsepower Ratings of Airplanes

To determine the Hourly Rates and the Stand-by Allowances to be paid for the use of airplanes assigned to Coastal Patrols, the horsepower rating (maximum, except take-off) recorded by the Civil Aeronautics Administration for each such airplane will be used. The use of higher octane fuels, changes in propeller pitch and such other methods of "souping up" an engine, will not be considered in any way as affecting the horsepower rating or as effecting a change in the Hourly Rates or Stand-by Allowances.

6. Required Insurance

The following insurance is required on all operations covered by these schedules and no aircraft will be put in service on said operations until such insurance has been secured by the completion of an appropriate application form. Even though no application form has been completed, all types of insurance are in effect from the time a plane leaves its home station under orders to report to a Coastal Patrol Base but in each instance the appropriate application form should be executed by each aircraft owner or his agent and by all flying personnel immediately upon arrival at the Coastal Patrol Base. The details of the various types of insurance and the procedures to be followed in connection therewith are set forth in the following General Memoranda:

GM-23-A*	Subject: Liability Insurance
GM-24	Subject: Crash Insurance
GM-25	Subject: Accident Insurance
GM-43	Subject: Extension of Liability Insurance, Crash Insurance and Accident Insurance Policies to Cover Losses Incurred while Aircraft are Equipped with Bomb Racks
GM-44	Subject: Ground Insurance

\* GM-23-A will be issued shortly. The substance and extent of coverage is presently set forth in GM-23 but the insurance is no longer obtained from insurance agents but attaches automatically upon the filing of the application whereby Hull Insurance is obtained and the premium is computed on an hourly basis and included in the hourly rates for aircraft.

a. Crash, Accident and Liability Insurance: The premium for all three types of insurance will be paid from the aircraft allowances herein set forth in the schedules presented in paragraphs 3 a, 3 b, or 3 c. The hourly premium charge for these three types of insurance issued in connection with the operation of aircraft of the various horsepower ranges will be as listed in said schedules.

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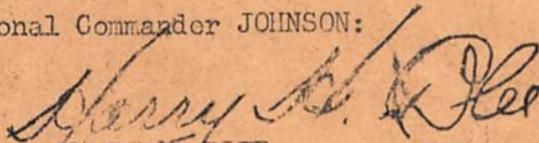
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b. Ground Insurance: The premium for Ground Insurance on each aircraft on duty at Coastal Patrol Bases or dispatched therefrom on missions elsewhere (including the day the plane takes off from its home station under orders to report for duty at a Coastal Patrol Base until the plane returns to its home station at conclusion of service) will be paid from the Stand-by Allowances herein set forth in the schedule presented in paragraph 4 a which is exactly sufficient to cover such premium.

7. Questions Regarding Schedules

Any questions regarding schedules or other requirements set forth herein will be referred to National Headquarters for a decision before any commitments are made by Coastal Patrol Commanders.

By direction of National Commander JOHNSON:



HARRY H. BLEE  
Colonel, Air Corps  
Operations Officer

OFFICE OF CIVILIAN DEFENSE  
WASHINGTON, D. C.

CIVIL AIR PATROL

September 5, 1942

METHOD FOR COMPUTING INSURANCE, OPERATIONS AND MAINTENANCE,  
AND DEPRECIATION DEDUCTIONS

In order that all payees may understand the method used at National Headquarters for computing deductions for insurance costs and operations and maintenance from aircraft rental payments the following example is presented. Attached to this memorandum is a table showing the decimal equivalent of minutes to the hour.

EXAMPLE: An airplane voucher for a plane of 165 H.P. shows total flying time of 11 hours and 37 minutes.

The insurance rates per hour are: crash \$2.75, accident \$.50, a total of \$3.25.

From the decimal equivalent table of minutes to hour we find  
37 minutes = .61666 part of an hour

Therefore, for 11 hours and 37 minutes flight we multiply the total insurance cost per hour of \$3.25 by 11.61666 which equals \$37.7541 or \$37.75 inasmuch as the third digit to the right of the decimal point is less than 5. Where it is five or greater we raise the second digit to the next higher figure.

The rates per hour for operation and maintenance and depreciation for a plane of 165 H.P. are \$6.40 and \$5.00 respectively.

Therefore in the same manner we find that for a total flight of 11 hours and 37 minutes the deductions should be, for

Operations & Maintenance	\$6.40 x 11.61666 = \$74.3466 or \$74.35
Depreciation	\$5.00 x 11.61666 = \$58.0833 or \$58.08

Rates for minutes  
used on airplane vouchers

DECIMAL EQUIVALENT OF MINUTES TO HOUR

<u>MINUTES</u>		<u>DEC. EQUIV.</u>	<u>MINUTES</u>		<u>DEC. EQUIV.</u>	<u>MINUTES</u>		<u>DEC. EQUIV.</u>
1	-	.01666	21	-	.35000	41	-	.68333
2	-	.03333	22	-	.36666	42	-	.70000
3	-	.05000	23	-	.38333	43	-	.71666
4	-	.06666	24	-	.40000	44	-	.73333
5	-	.08333	25	-	.41666	45	-	.75000
6	-	.10000	26	-	.43333	46	-	.76666
7	-	.11666	27	-	.45000	47	-	.78333
8	-	.13333	28	-	.46666	48	-	.80000
9	-	.15000	29	-	.48333	49	-	.81666
10	-	.16666	30	-	.50000	50	-	.83333
11	-	.18333	31	-	.51666	51	-	.85000
12	-	.20000	32	-	.53333	52	-	.86666
13	-	.21666	33	-	.55000	53	-	.88333
14	-	.23333	34	-	.56666	54	-	.90000
15	-	.25000	35	-	.58333	55	-	.91666
16	-	.26666	36	-	.60000	56	-	.93333
17	-	.28333	37	-	.61666	57	-	.95000
18	-	.30000	38	-	.63333	58	-	.96666
19	-	.31666	39	-	.65000	59	-	.98333
20	-	.33333	40	-	.66666	60	-	1.00000

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