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OFFICE OF CIVILIAN DEFENSE  
Washington, D. C.

CIVIL AIR PATROL

GM-32

NATIONAL HEADQUARTERS  
WASHINGTON, JUNE 10, 1942

Subject: Application for Active Duty Service

To: All Unit Commanders

1. With this notice you will receive a supply of application blanks whereby your members may volunteer for one month, two months, or three months of active duty service per year. This does not preclude longer service. Members who wish to serve more than three months or for the duration should so state. A short term volunteer can pledge for a longer term at any time by executing a new oath.
2. Each volunteer should make out his application in duplicate, have one of the copies notarized, and file both with his Squadron Commander who should fill out the part of the two blanks requiring his signature and send both directly to the Wing Commander. A Squadron Commander who volunteers or a member of a Group Staff should file with the Group Commander, and a member of the Wing Staff with the Wing Commander.
3. The Wing Commander should at once sign the notarized form requiring his signature, send it immediately to National Headquarters, and keep the duplicate for his files.
4. Each Wing Commander should set up a special file of duplicate applications, classified according to individual abilities for service as pilots, observers, mechanics, etc. In the larger Wings, card file systems may be necessary to keep track of members who are qualified in more than one skill.
5. The Wing Commander should develop a priorities list of volunteers in each category so that when a call comes for, say, five pilots, he can pick from those at the top of the list. Members next in order will know that they may be called at any time and should be kept advised as to their place on the list.
6. Preference should be given to those who volunteer for the longer terms of service. Other factors to be considered in determining priorities include the experience of individuals, the airplanes and equipment they can bring, their record of proficiency in the Patrol, and their preference as to time, place, and nature of service.

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7. A volunteer is bound by this pledge for the duration of the war and six months thereafter unless inducted into the armed forces, discharged as a Patrol member, or physically incapacitated. Advise National Headquarters promptly as to changes in status.

8. Every effort must be made to sign up as many of the members as possible. For replacements on going missions of the Patrol and for new missions to be manned, your National Headquarters needs a large file of classified personnel and equipment on which to draw. Each Wing must keep its volunteer files current. Reports will be requested from time to time on the number of men and airplanes available. The efficiency and effectiveness of CAP units will be judged by their performance of this important job of mobilization.



EARLE L. JOHNSON  
National Commander