



NATIONAL HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
105 SOUTH HANSELL STREET
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

25 January 2008

MEMORANDUM FOR ALL CAP UNIT COMMANDERS

FROM: CC

SUBJECT: Changes to CAPM 39-1

1. This letter summarizes all previous policy letters issued since the publication of CAPM 39-1. All changes have been approved by the National Board or National Executive Committee and will be incorporated in the next revision to CAPM 39-1.

2. Changes to the AF-style uniforms:

a. Removal of Wing/Region/National Patch. Effective 15 March 2006, Wing/Region/National patches are no longer worn on the AF-style light blue shirt/blouse or any AF-style blue outer garments (light weight jacket, pullover sweater, all weather coat, etc.) Wing/Region/National patches are now optional on BDUs, flight suits, CAP field and utility uniforms. Wing patches must be removed from AF-style garments by 1 August 2006.

b. Cadet Enlisted Grade Insignia. Effective 10 July 2007, cadet enlisted members are now authorized to wear grade insignia on both collars or lapels of the Air Force service coat or light blue shirt. The CAP cutout will no longer be worn. Mandatory wear date for this change is 1 March 2008.

c. Reverse American flag. Effective 5 December 2005, cadet and senior members will wear the reverse American flag on the right shoulder of the BDU and CAP distinctive field uniform. This 2" X 3" gold reverse field flag will be worn centered, ½ inch below the shoulder seam on the right sleeve. The mandatory wear date is 1 April 2007.

d. Optional right shoulder patches worn on the BDUs and field uniforms. Effective 15 March 2006, those patches removed to wear the reverse American flag on the right shoulder of these uniforms are now authorized to be worn centered on the lower portion of the left pocket or corresponding position of these uniforms.

e. BDU and Field Uniform. Effective 10 July 2007, the "Civil Air Patrol" tape currently worn over the left breast pocket on BDUs, field uniforms and field jackets is changed to read "U.S. Civil Air Patrol". Mandatory wear date for this change was 1 March 2010, however, the November 2007 NEC approved a proposal

to remove the U.S. from CAP devices. Either nametape may be worn until further instructions are provided after the Winter 2008 National Board Meeting.

f. Gortex parka. Effective 20 November 2006, the Air Force authorized the wear of the Gortex parka for CAP members. This outer garment provides maximum protection from the elements and is now authorized for all members wearing the BDU uniform. This garment will be worn with an ultramarine blue embroidered device on the front tab. Cadet and senior member officers will wear the device with embroidered grade insignia. Cadet and senior member NCOs will wear the device with the embroidered CAP and metal grade insignia.

g. Embroidered Grade Insignia on BDU cap for senior members. Effective 20 November 2006, the Air Force authorized the wear of the ultramarine blue embroidered grade insignia centered on the BDU hat by senior member officers. The grade insignia may be worn immediately and a mandatory wear date of 1 May 2007 was established.

h. Leather Name Patch on Flight Suits and Jackets. Effective 10 July 2007, specialty insignia may now be worn on leather name patches in addition to aeronautical badges.

i. Command Patch. Effective 10 July 2007, the redesigned Command Patch (with U.S. below the propellers) was approved for wear on the Air Force-style flight suit and jacket. Mandatory wear date for the new patch was 1 March 2008, however, the November 2007 NEC approved a proposal to remove the U.S. from CAP devices. Either patch may be worn until further instructions are provided after the Winter 2008 National Board Meeting.

3. Changes to CAP Distinctive Uniforms:

a. Black Leather Jacket. Effective 15 March 2006, a black leather jacket with side entry and patch pockets similar in style to the A-2 jacket was approved for wear by CAP senior members with the aviator shirt combinations, utility uniform, CAP flight suit or CAP polo shirt with gray slacks. The CAP Command Patch will be worn on the right breast with the black leather name patch on the left breast pocket. This jacket may not be worn with any of the AF-style uniforms. Effective 29 June 2006, the leather name patch worn on this jacket is changed to a black leather name tag with a brown inset.

b. Changes to the CAP Field Uniform, Utility Uniform and CAP flight suit:

(1) Grade Insignia on Blue BDU cap. Effective 31 August 2005, cadet and senior member officers who choose to wear the dark blue field uniform with the blue BDU cap may wear the ultramarine blue embroidered grade insignia centered ½ inch above the visor. Grade insignia is not authorized on any of the CAP baseball caps. The wear of grade insignia on the blue BDU cap is not authorized for cadets or senior

members who do not hold an officer grade. Effective 29 June 2006, metal grade insignia was also approved for wear on the blue BDU cap.

(2) Black t-shirts with CAP Field and Utility Uniforms. Effective 15 March 2006, black t-shirts are also authorized for wear with these CAP distinctive uniforms, in addition to the currently authorized white t-shirts.

(3) CAP Distinctive Flight suit. Effective 15 March 2006, a dark blue NOMEX flight suit was approved for wear by CAP members. This item will be worn with the same badges and devices as the currently authorized CAP distinctive ultramarine blue flight suit. The ultramarine blue flight suit will be phased out 1 March 2009.

(4) Embroidered grade insignia on flight suits. Effective 15 March 2006, embroidered grade insignia, as well as the currently authorized plastic encased insignia, is authorized on the CAP distinctive flight suits. If embroidered grade is worn, ultramarine blue grade insignia will be worn on the ultramarine blue NOMEX flight suit and dark blue grade insignia will be worn on the dark blue utility uniform and new NOMEX flight suit.

(5) Command Patch. Effective 20 November 2006, the Command Patch has been redesigned to remove the words "USAF Auxiliary". The new patch may be worn immediately on the CAP distinctive flight suit, jacket and utility uniform. Mandatory wear date for the new patch is 1 March 2008. The November 2007 NEC approved a proposal to remove the U.S. from CAP devices. Either patch may be worn until further instructions are provided after the Winter 2008 National Board Meeting.

c. New Corporate Uniform. Effective 15 March 2006, a new distinctive Corporate Uniform for senior members and cadets over 18 has been approved. The basic Corporate Uniform consists of the following:

- White aviator shirt – short or long sleeved.
- Tie - AF blue tie or AF inverted V tab (mandatory with long sleeve shirt).
- Blue AF-style pants/slack or skirt.
- Dark blue 1 ¼ inch cotton web or elastic belt with silver buckle.
- Blue AF-style epaulets.
- Blue two-line nameplate.
- CAP badges and devices as currently authorized on the aviator shirt with gray slacks combination are authorized.
- Flight cap is required. Effective 5 September 2006 the flight cap will be worn the same as it is with the AF-style uniform.
- Cadets will wear the grade insignia and blue three-line nametag as currently authorized on the AF-style uniform.
- Members electing to wear this uniform must meet the same grooming standards required to wear the AF-style uniforms. Members are not required to meet the weight standards.

d. Corporate Service Coat. Effective 29 June 2006, a Corporate Service Coat was approved. This double-breasted coat will be worn by senior member officers with metal grade insignia, the silver nametag and CAP ribbons, badges and devices as currently authorized on the Air Force Service Coat. General officers wear one inch stars centered on the epaulet. All other CAP officers wear their grade insignia 5/8 inch from the end of the epaulet. This coat will have mirror-finished "Civil Air Patrol" buttons and be worn with the standard "CAP" lapel insignia. The "CAP" device is worn resting, on but not over the seam, 1/4 inch above the bottom edge of the collar. General officers will wear 1 1/2 inch gray braid on the sleeve. All other senior member officers will wear 1/2 inch gray braid. Braid will be worn 3 inches from the bottom of sleeve. The CAP service cap with gray braid on the visor is authorized for male, senior member officers. Female senior member officers may wear the currently authorized service cap. Cadets over 18 wearing this coat will wear the "CAP" lapel device, blue nametag and grade insignia as currently authorized on the Air Force Service Coat. This coat may also be worn with a black bow tie on formal occasions when the mess dress would be worn.

e. Name tags on the new CAP Corporate Uniform. Effective 10 July 2007, the blue two-line nametag and silver two-line name tag (previously one-line) worn by senior members wearing the white aviator and blue pants combination and the new Corporate Service Coat are changed to reflect the words "U.S. Civil Air Patrol" in the first line. The mandatory wear date for these new name tags was 1 March 2008, however, the November 2007 NEC approved a proposal to remove the U.S. from CAP devices. Either nametape may be worn until further instructions are provided after the Winter 2008 National Board Meeting.

f. Black Windbreaker. Effective 29 June 2006, a black windbreaker was approved as an outer garment with the white shirt and blue pants/skirt combination. This jacket is 55/45% poly/wool with a stand-up knit collar, knit cuffs and bottom as well as two inverted slant pockets and shoulder epaulets. The regular size grade insignia will be worn 5/8 inches from the bottom of the epaulet. Effective 5 September 2006, the metal CAP device will be worn centered between the grade insignia and the end of the epaulet.

g. Customs and Courtesies in the Corporate Uniform. Effective 20 November 2006, the NEC clarified the policy concerning customs and courtesies when wearing either of the new Corporate uniforms. Members wearing the Corporate Service Coat or the white aviator shirt and blue pants/skirt combination should observe the same customs and courtesies as members wearing the Air Force-style uniform. Members will stand at attention for the National Anthem and the presentation of the colors and will salute superior officers as necessary.

4. Patches/devices:

a. ARCHER Patch. Effective 15 March 2006, an optional patch for members completing the ARCHER training was approved. The patch is authorized for wear on

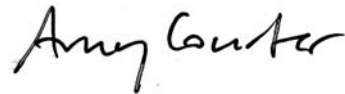
the left pocket of BDUs and field uniforms and on the right shoulder of the flight suits and utility uniforms.

b. CISM Patch. Effective 15 March 2006, an optional patch was approved for those members completing CISM training and assigned to a CISM team. The patch is authorized for wear on the left pocket of BDUs and field uniforms and on the right shoulder of the flight suits and utility uniforms.

c. DDR Specialty Badge. Effective 10 July 2007, a three-level DDR specialty badge was approved. A silver star is worn for the technician rating, a bronze star for the senior rating and a gold star for the master rating. This badge is worn in the same position as other specialty badges.

d. Cadet Advisory Council Ribbon. Effective 10 July 2007, the wear policy for the Cadet Advisory Council Ribbon was changed to allow senior members who earned this ribbon as a cadet to continue wearing the ribbon.

e. Incident Commander Badge. Effective 10 July 2007, a three level specialty insignia was approved for those members qualifying as Incident Commanders under CAPR 60-3. The senior badge is worn by members earning the IC-2 rating and the master badge by those earning the IC-1 rating. The badge is worn in the same position as the Ground Team Badge and other specialty insignia.



AMY S. COURTER
Brigadier General, CAP
Interim National Commander

1 Atch
Illustrations

Reverse American Flag



Gortex Parka



Senior Member Officer BDU Cap



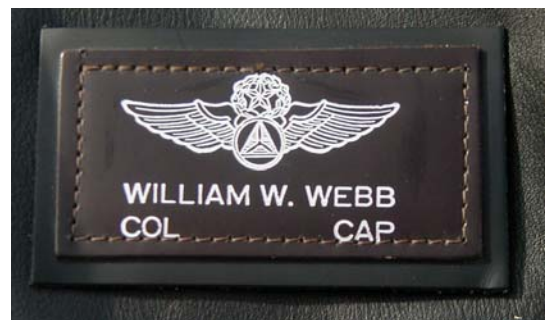
Command Patch



CAP Leather Jacket



Leather Jacket Name Patch



New Corporate Uniform



Aviator Shirt w/AF Pants Name Tag

CAP Corporate Service Coat Name Tag

The name tags with "U.S." are being phased out; however, either style may be worn until a mandatory wear date is established by the Winter 2008 National Board.



Headgear for New Corporate Uniforms



Black Windbreaker



DDR Special Badge



Incident Commander Specialty Insignia



ARCHER Patch



CISM Patch

