



OFFICE OF THE NATIONAL COMMANDER
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

16 July 2008

MEMORANDUM FOR ALL CAP COMMANDERS

SUBJECT: A Message on Professional Conduct at Cadet Activities

1. This December, Civil Air Patrol (CAP) will celebrate its 67th year of service to our great nation. Since CAP's inception on 1941, our members have been willing to risk their lives to ensure the safety and welfare of our fellow citizens – some members have paid the ultimate price. Today, our organization stands proud of its long and enduring record of service to our country.
2. With summer, comes more CAP special activities – a perfect time to remind all to maintain a professional edge. Good supervision at cadet activities is the best way of ensuring the welfare and safety of our cadets. Commanders are requested to remind leaders of cadets that CAP has a zero tolerance policy concerning hazing, sexual harassment, and physical abuse, CAPR 52-10, *CAP Cadet Protection Policy*. This policy must be thoroughly explained to the activity staff, especially cadet staff members who are 18 years and older. Since cadets must complete Cadet Protection Program Training (CPPT) within 6 months following their 18th birthday, you must ensure they complete this training before serving on staff at any cadet activity. Please continually review the governing regulation, CAPR 52-16, *Cadet Program Management*, to ensure cadets and senior members alike are following our guidance on proper conduct.
3. Even momentary lapses of judgment by only a very few of our members can ruin the CAP experience for everyone touched by it. Always maintain the utmost in courtesy, professional discipline, and conduct. If you have any doubt about whether any conduct is proper, apply the CAP Core Values reasoning process: Does the conduct exemplify “Integrity,” the spirit of “Volunteerism,” “Excellence” in performance, and an attitude of mutual “Respect?” If what is going on, or is about to go on, doesn't meet these standards, then ensure it doesn't occur. It's that simple. Our legacy of national service deserves no less.
4. Please take this message to heart. Thank you for all you do as devoted, respectful, and respected CAP volunteers.

A handwritten signature in blue ink that reads "Amy S. Courter".

AMY S. COURTER
Brigadier General, CAP
Interim National Commander