



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

12 March 2012

MEMORANDUM FOR ALL CAP UNIT COMMANDERS

FROM: CC

SUBJECT: INTERIM CHANGE LETTER - Changes to CAPM 39-1, *CAP Uniform Manual*

1. This letter summarizes/supersedes all previous policy letters/interim change letters to CAPM 39-1, dated 23 March 2005. 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. 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. 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 was 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 was 1 April 2007.

d. Optional right shoulder patches worn on the BDUs and field uniforms. Those patches removed to wear the reverse American flag on the right shoulder of these uniforms are now authorized to be worn on the left shoulder or centered on the lower portion of the left pocket if the Wing patch has been authorized as a mandatory item by the commander concerned.

e. BDU and Field Uniform. The "Civil Air Patrol" tape is currently worn over the left breast pocket on BDUs, field uniforms and field jackets. The previously authorized "U.S. Civil Air Patrol" tape was phased out 1 March 2010.

f. Gortex parka. Effective 20 November 2006, the Air Force authorized the wear of the Gortex parka for CAP members. This outergarment 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 hat for senior members. The wear of the ultramarine blue embroidered grade insignia centered ½ inch above of the visor of the BDU hat by senior member officers was mandatory 1 May 2007.

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

i. Command Patch. The redesigned Command Patch (without the U.S. below the propellers or the words Air Force Auxiliary) is approved for wear on the Air Force-style flight suit and jacket. Mandatory wear date for the new patch was 1 March 2010.

j. Blue Beret awarded at National Cadet Special Activity. The standard AF blue beret with the Blue Beret activity hat device may be worn with the BDU uniform after the completion of the activity.

k. Hawk Mountain Ranger tabs. One Ranger tab earned at the Hawk Mountain activity may be worn centered immediately above the Civil Air Patrol tape on the BDU uniform.

l. All cadet members must meet the grooming standards prescribed for AF-style uniforms in Attachment 2 of CAPM 39-1 whenever wearing a CAP uniform, including CAP Distinctive Uniforms as well as USAF-style uniforms. Exceptions may be made at the discretion of the National Commander as necessary to comply with the law.

3. Changes to CAP Distinctive Uniforms:

a. Black Leather Jacket. A black leather jacket with side entry and patch pockets similar in style to the A-2 jacket is 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 two-toned black with brown insert leather name patch on the left breast pocket.

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

(1) Cadets over the age of 18 are now authorized to wear the aviator shirt and gray slacks combination. The blue cadet nametag and grade insignia is worn in the same manner worn on the Air Force light blue shirt.

(2) 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 or metal 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.

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

(4) **Dark Blue Boonie Hat.** A dark blue boonie hat is authorized for wear with the blue field uniform when participating in extended outdoor operations and authorized by the activity director. Grade insignia will be worn as currently worn on the blue BDU cap.

(5) **Blue Beret awarded at National Cadet Special Activity.** The standard AF blue beret with the Blue Beret activity hat device may be worn with the dark blue field uniform after the completion of the activity.

(6) **Hawk Mountain Ranger tabs.** One Ranger tab earned at the Hawk Mountain activity may be worn centered immediately above the Civil Air Patrol tape on the dark blue field uniform.

(7) **CAP Distinctive Flight suit.** A dark blue NOMEX flight suit is 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 was phased out 1 March 2009.

(8) **Embroidered grade insignia on dark blue CAP distinctive flight suit and utility uniform.** Dark blue embroidered grade insignia, as well as the currently authorized plastic encased insignia, is authorized on the CAP distinctive flight suits.

(9) **Command Patch.** The redesigned Command Patch (without the U.S. below the propellers or the words Air Force Auxiliary) is approved for wear on the CAP distinctive flight suit and jacket as well as the utility uniform. Mandatory wear date for the new patch was 1 March 2010.

(10) **Optional right shoulder patches worn on the dark blue field uniform.** Those patches removed to wear the reverse American flag on the right shoulder of these uniforms are now authorized to be worn on the left shoulder or centered on the lower portion of the left pocket if the Wing patch has been authorized as a mandatory item by the commander concerned.

c. **New Corporate Uniform.** The new distinctive Corporate uniform authorized in March 2007 is phased out effective 1 January 2012. This includes the double breasted service coat, the white aviator shirt and blue pants combination, the black windbreaker and the black Army-style all-weather coat.

d. **Optional long-sleeved blue golf shirt.** A long-sleeved version of the dark blue golf shirt with embroidered seal on the right breast has been approved for wear. This shirt will be available in both male and female versions. The female version does not have a pocket. Females may wear either the male or female version. This is a special purchase item from Vanguard Industries.

4. Patches/devices:

a. **Gray epaulet sleeve.** The senior member officer gray epaulet sleeve is now available in two sizes. A smaller female version and a standard one-size-fits all version. Females may wear either version.

b. ARCHER Patch. An optional patch for members completing the ARCHER training is authorized for wear on the left shoulder or lower left pocket of BDUs and field uniforms and on the right shoulder of the flight suits and utility uniforms.


c. CISM Patch. An optional patch for those members completing CISM training and assigned to a CISM team is authorized for wear on the left shoulder or lower left pocket of BDUs and field uniforms and on the right shoulder of the flight suits and utility uniforms.

d. DDR Specialty Badge. A three-level DDR specialty badge is 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.

e. Cadet Advisory Council Ribbon. 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.

f. Incident Commander Badge. 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. A cloth version is available for wear on the BDU and field uniforms.

g. Three-level EMT Specialty Insignia. The EMT badge has been changed to a three-level badge to correspond with the certification levels set forth by the National Registry of Emergency Medical Technicians. The basic badge is for EMT-Basic, the badge with the star is for EMT-Intermediate and the badge with the star and the wreath is for EMT-Paramedic.


CHARLES L. CARR, JR.
Major General, CAP
Commander

1 Atch
Illustrations

SENIOR MEMBER MALE UNIFORM

VARIATIONS ARE NOT SHOWN. FOR DETAILS ABOUT UNIFORMS, USE THE UNIFORM MANUAL (CAPM 39-1).



CAP Insignia

Seniors without grade wear centered 1" from edge on both collars.



Grade Insignia

Senior Member Officers wear embroidered gray epaulet.



Name Tag

Gray 3-line centered on right breast, resting on but not over, top edge of pocket.



Badges and Ribbons

Specialty badges are worn centered below left pocket flap; aviation badges and specialty insignia are worn 1/2" above ribbons or pocket; ribbons are worn 3 or 4 across, resting on, but not over pocket.



Flight Cap/Hat Device

Senior Member Officers wear flight cap with blue and silver braid, with hat device centered on left side 1 1/2" from edge.



Belt Buckle

Silver tip of belt extends to the wearer's left; no blue fabric should show.



Pants

Front of pant leg should rest on front of shoe; slight break in crease, 7/8" longer on back side; do not blouse.

CADET MALE UNIFORM

VARIATIONS ARE NOT SHOWN. FOR DETAILS ABOUT UNIFORMS, USE THE UNIFORM MANUAL (CAPM 39-1).



CAP Insignia

Cadets without grade wear centered 1" from edge on both collars.



Grade Insignia

Cadet enlisted members wear metal chevrons centered on collar 1" from edge.



Name Tag

Blue 3-line centered on right breast, resting on but not over, top edge of pocket.



Badges and Ribbons

Specialty badges are worn centered below left pocket flap; aviation badges and specialty insignia are worn 1/2" above ribbons or pocket; ribbons are worn 3 or 4 across, resting on, but not over pocket.



Flight Cap/Hat Device

Cadets wear flight cap with solid blue braid and cadet flight cap device centered on left side 1 1/2" from edge.



Belt Buckle

Silver tip of belt extends to the wearer's left; no blue fabric should show.



Pants

Front of pant leg should rest on front of shoe; slight break in crease, 7/8" longer on back side; do not blouse.

TEN TIPS FOR LOOKING SHARP IN UNIFORM

1. Keep track of your insignia. Store it in a special place at home.
2. Prepare your uniform the night before you wear it.
3. Trim loose strings from buttonholes, pockets, and belt loops.
4. Use spray starch when ironing (check the manufacturer's tag first).
5. Obtain "enforcers" or place cardboard behind your ribbons.
6. Look at yourself in a full-length mirror to check your appearance.
7. Keep a small handkerchief with you for dusting your shoes and brass.
8. Check your gig-line whenever you exit a car or visit the restroom.
9. Avoid leaning against anything while in uniform.
10. Ask your buddy to tell you if they notice anything incorrect about your uniform.

SENIOR MEMBER BATTLE DRESS UNIFORM

MALES AND FEMALES WEAR THE UNIFORM IN THE SAME MANNER. FOR DETAILS ABOUT UNIFORMS, USE THE UNIFORM MANUAL (CAPM 39-1).



CAP Insignia

Senior Members without grade wear embroidered ultramarine blue and white CAP centered on both collars.



Grade Insignia

Senior Member Officers wear embroidered ultramarine blue and white grade insignia centered on both collars, 1" from bottom edge.



Name Tag

Centered on right breast, resting on, but not over, top edge of pocket.



CAP Tape

Centered on left breast, resting on, but not over, top edge of pocket.



Hat Insignia

Senior members without grade do not wear any device on the BDU hat. Officers wear grade insignia centered 1/2" above visor. Hat will not be worn rolled or crushed.



American Flag

Reverse American Flag is worn on right shoulder, 1/2" below sleeve seam, centered.



Sleeves

When up, sleeve material must touch or come within 1" of forearm when bent at 90-degree angle.



Pants

Pants must be bloused over combat boots.

CADETS BATTLE DRESS UNIFORM

MALES AND FEMALES WEAR THE UNIFORM IN THE SAME MANNER. FOR DETAILS ABOUT UNIFORMS, USE THE UNIFORM MANUAL (CAPM 39-1).



CAP Insignia

Cadets without grade wear device on both collars, 1" from bottom edge.



Grade Insignia

Cadet enlisted members wear metal chevrons centered on collar, 1" from bottom edge.



Name Tag

Centered on right breast, resting on, but not over, top edge of pocket.



CAP Tape

Centered on left breast, resting on, but not over, top edge of pocket.



Hat Insignia

Cadet enlisted members and cadets without grade do not wear any device on the BDU hat. Hat will not be rolled or crushed.



American Flag

Reverse American Flag is worn on right shoulder, 1/2" below sleeve seam, centered.



Sleeves

When up, sleeve material must touch or come within 1" of forearm when bent at 90-degree angle.



Pants

Pants must be bloused over combat boots.

Ranger Tabs



Gortex Parka



Command Patch



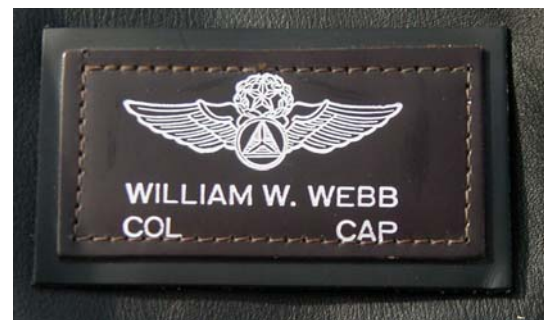
Blue Beret



CAP Leather Jacket



Leather Jacket Name Patch



Blue Boonie Hat



EMT Specialty Insignia



Incident Commander Specialty Insignia



DDR Specialty Badge



ARCHER Patch



CISM Patch

