



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

29 June 2015

MEMORANDUM FOR ALL CAP UNIT COMMANDERS AND SAFETY OFFICERS

FROM: CAP/CC

SUBJECT: Interim Change Letter - CAPR 62-1 *CAP SAFETY RESPONSIBILITIES AND PROCEDURES*

1. CAPR 62-1 is currently undergoing a major revision to reflect implementation of the new Safety Management System. This interim change letter will remain in effect until such time as the new CAPR 62-1 is complete and published.
2. Monthly safety education is an integral part of the quest to instill a high level of safety knowledge and a strong safety culture throughout the Civil Air Patrol. It is intended to compliment but not inhibit member participation in CAP missions. Under the terms of this change to CAPR 62-1, monthly safety education will still be mandatory for all members of Civil Air Patrol, however all references to safety “currency” are being removed from the regulation. Units at all levels are required to present a monthly safety education briefing as currently outlined in CAPR 62-1, and members are expected to attend. If scheduling conflicts do not allow attendance members may receive their monthly safety education through one of the alternate methods described in CAPR 62-1. Commanders at every level will be held responsible for ensuring compliance with this requirement, and attendance/participation rates will be scrutinized as a metric in the Commander’s Dashboard in eServices.
3. CAPR 62-1 is changed as follows:

*Paragraph 3.c.(7) has been changed to read: Commanders are responsible to ensure all members within their command are complying with the monthly safety education requirements outlined in Paragraph 4, Safety Education Requirements.*

*Paragraph 3.d.(6) has been changed to read: Develop a program of regular safety education and mishap prevention training for the units(s) to which they are assigned. They shall ensure that no less than 15 minutes per month of safety education training is delivered to the membership at a unit meeting, to include emphasis on proper application of risk management concepts in varying situations. This safety education training will be documented in the eServices online safety education database for all members attending.*

*Paragraph 3.f., the following verbiage (last two sentences) is deleted: Activity Directors/Commanders are responsible to ensure no members participate in their activities unless they are compliant with the safety education requirements described in Paragraph 4, Safety Education Requirements. Member currency shall be verified prior to participation in CAP activities.*

*Paragraph 3.i.(5) is deleted.*

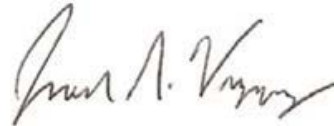
*Paragraph 4.a. has been changed to read: All active CAP members (seniors, cadets, cadet sponsors, 50 year and life members) must receive monthly safety education briefings. Unit meetings are the primary means for receiving monthly safety education, but monthly safety education may be obtained through the alternate means described in the following paragraphs when attendance at a meeting is not possible. ALL monthly safety education will be documented in the eServices online safety education database to ensure compliance.*

*Paragraph 4.b. is deleted.*

*Paragraph 4.d. The following sentence is deleted: Safety education currency is required for participation in activities for active members.*

*Paragraph 4.f. is deleted.*

4. The intent of this change is to ensure members are not barred from participating in CAP activities or events due to missing a monthly safety education briefing. The online tracking of member safety education will continue as a tool for commanders at all levels, to ensure the members under their command are getting the timely information needed to safely engage in CAP activities. This is just the first step in a process to improve safety throughout CAP, and make it relevant and timely to performing the missions at hand. If you have any comments or concerns, contact Mr. George Vogt, CAP/SE, at (334) 953-7748 ext 232, or e-mail at [gvogt@capnhq.gov](mailto:gvogt@capnhq.gov).



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