

**Personnel - General**

**AWARD OF CAP MEDALS, RIBBONS, AND CERTIFICATES**

This regulation describes the medals, ribbons, and certificates that may be awarded to Civil Air Patrol (CAP) members, establishes the requirements to qualify for them, explains the administrative procedures involved, and prescribes how the medals and ribbons are worn.

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## SECTION A - GENERAL

**1. Why Awards Are Made.** CAP awards are designed to recognize heroism, service, and program achievements. Prompt recognition through presentation of awards earned will promote esprit de corps.

### 2. CAP Awards:

- Section B - Decorations
- Section C - Cadet Program Awards
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- Section E - Aerospace Education Awards
- Section F - Activity and Service Ribbons
- Section G - Special Awards and Honors
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### 3. Decorations, Ribbons, and Awards That May Be Worn on the CAP Uniform:

**a.** The CAP decorations, ribbons, and badges described herein and wartime service ribbons awarded during the period February 1942-July 1945 may be worn on the CAP uniform in accordance with CAPM 39-1, *Civil Air Patrol Uniform Manual*. If cadet ribbons are worn by senior members, only the highest cadet program ribbon earned will be worn. Additionally, senior members needing to minimize the number of ribbons worn, may also elect to wear only the highest senior training ribbon earned. Other CAP decorations, ribbons, and badges previously authorized, but not described in this regulation will not be worn.

**b.** Decorations, ribbons, and badges authorized for wear on the US Air Force uniform may be worn on the CAP uniform when earned through qualification and awarded by competent authority to a member for service performed in any branch of the Armed Forces of the United States or its allies. (Foreign decorations, ribbons, badges, etc., awarded in writing to a member not in the Armed Forces of the United States may also be worn if approved by National Headquarters.) Aeronautical badges, emblems, insignia, ribbons, etc., given by a foreign government, or agency, as souvenirs or emblems of friendship do not qualify as earned awards and will not be worn on the CAP uniform. All cases where doubt exists as to the propriety of a badge, medal or other device being worn will be referred to National Headquarters for decision.

### 4. How Decorations and Ribbons Are Worn.

Ribbons are worn immediately above the left breast pocket of coats, jackets, and shirts worn as outer garments. The order of arrangement starting with the top row from the wearer's right to left will be: US military decorations and ribbons, CAP decorations and ribbons, ROTC ribbons, then foreign decorations. US military decorations will be arranged in the order of their established precedence. CAP decorations will be worn in the order of precedence, shown in Attachment 1, ROTC ribbons will be worn in the order of their established precedence, and foreign decorations will be worn in the

order earned. See CAPM 39-1, Chapter 4, for wear policy and correct placement of ribbons on the uniform.

**5. Eligibility.** A member must be in good standing at the time of the distinguished act and must meet the criteria established for the award. All award recommendations must be submitted within 2 years of the termination date of the act, achievement, or service performed. Next of kin of deceased persons are entitled to receive awards earned but not presented.

### 6. Repetitive Awards:

**a.** Only one award will be made for a single act of heroism, a single meritorious achievement, or one continuous period of meritorious service.

**b.** Subsequent awards of the same decoration or ribbon are denoted by the CAP bronze clasp, worn on the ribbon of the original award. A CAP silver clasp is equivalent to, and is worn in the place of, five bronze clasps. They are illustrated in Attachment 2.

**7. CAP Awards Review Board.** All commanders (region, wing, group, and squadron) will appoint an awards review board to aid in the administration of this regulation. The awards review board will consist of the personnel officer and two other members designated by the unit commander. The board should meet frequently to assure timely consideration of recommendations received from members of units. The CAP Awards Review Board will review recommendations and propose approval or disapproval to the approving authority.

## SECTION B - DECORATIONS

### 8. Authority to Award Decorations:

**a.** Authority to award all decorations listed in this section is vested in the National Executive Committee (NEC). The Chairman of the National Awards Review Board is authorized to approve all decorations for the NEC with the exception of the Silver Medal of Valor and the Distinguished Service Medal which require NEC approval. Announcement of approved decorations is made in personnel actions published by National Headquarters. Additionally:

**b.** Region commanders are authorized to award the Exceptional Service Award, Meritorious Service Award, the Commander's Commendation Award, and the Certificate of Recognition for Lifesaving. These awards may be approved by region commanders for all members of units within their regions. Announcements of such awards will be made in personnel actions published by regional headquarters.

**c.** Wing commanders are authorized to award the Commander's Commendation Award and the Certificate of Recognition for Lifesaving. These awards may be approved by wing commanders for all members of units within their wings. Announcement of such awards will be made in personnel actions published by wing headquarters.

**9. Criteria for Awarding Decorations.** The following is the minimum criteria established for the consideration of acts or service for CAP decorations:

**a. Silver Medal of Valor.** Distinguished and conspicuous heroic action, at the risk of life, above and beyond the call of normal duty.

**b. Bronze Medal of Valor.** Distinguished and conspicuous heroic action where danger to self is probable and known. (NOTE: In cases where a member is credited with saving a human life, but where the act does not meet the criteria for the Silver or Bronze Medal of Valor, the member should be recommended for a Certificate of Recognition in accordance with paragraph 9g.)

**c. Distinguished Service Medal.** Conspicuous performance of outstanding service in a duty of great responsibility where the position held and results obtained reflect upon the accomplishments and prestige of CAP on a national scale. Recognition should be for an extremely difficult duty of marked national significance which is performed in a clearly outstanding manner or service which clearly aided CAP in furthering national policies.

**d. Exceptional Service Award.** Exceptionally outstanding service to CAP in a duty of great responsibility while serving in any capacity with CAP. However, the duty should carry the ultimate responsibility for the successful operation of a region, wing, or major project within the region or wing. The discharge of such duty must involve the acceptance and fulfillment of the obligation so as to greatly benefit the wing or region and CAP.

**e. Meritorious Service Award.** Outstanding achievement or meritorious service rendered specifically on behalf of CAP. Superior performance of normal duties does not, in itself, constitute automatic justification for the Meritorious Service Award. Awards should be restricted to the recognition of achievements and services which are clearly outstanding and unmistakably exceptional when compared to similar achievements and accomplishments of personnel of like rank and responsibilities. In instances where many individuals are affiliated with an exceptionally successful program, project, or mission, the Meritorious Service Award should be awarded to the relatively few individuals whose contributions clearly stand out from the others and who have contributed most to the success of the program.

**f. Commander's Commendation Award.** Outstanding duty performance where achievements and services are clearly and unmistakably exceptional when compared to similar achievements and service of members of like rank and responsibility. In instances where several members are affiliated with an exceptionally successful program, project or mission, the Commander's Commendation Award will be awarded only to those who clearly stand out from the others and who contributed most to the success of the program. The Exceptional Service Award and the Meritorious Service Award differ from the Commanders' Commendation Award in that they recognize achievements and services significantly above and beyond normal duty performance.

**g. Certificate of Recognition for Lifesaving.**

Awarded to members who save a human life, but do not meet the criteria for the Bronze or Silver Medal of Valor. Members who are credited with a save as a result of participation in a blood or organ transport mission will be awarded the basic ribbon. A silver star will be attached to the ribbon in recognition of lifesaving actions other than blood or organ transport. In either case, the ribbon will be awarded only once. Members who were previously awarded the ribbon for a save other than blood or organ transport should attach a silver star to the ribbon and remove all other devices. All previous criteria and wear instructions no longer apply.

**h. Unit Citation Award.** Exceptionally meritorious service or exceptionally outstanding achievement which clearly sets the unit above and apart from similar units:

(1) Recognition of meritorious service should cover a period of at least 12 months in order to permit the recommending authority to consider simultaneously units with related missions, compare all the units within their wing or region, and select the truly outstanding unit meriting the award.

(2) Recognition of outstanding achievements intended to recognize a single specific act or notable accomplishment that is separate and distinct from the normal mission or regular function of the unit. The period of an outstanding achievement is normally short and characterized by definite beginning and ending dates.

**10. Procedures for Recommending Decorations:**

**a. Who May Initiate Recommendations.** Any CAP member having knowledge of an act or service meriting recognition may initiate a recommendation for an award, except that awards concerning commanders must be initiated at a higher command level or by the appointing authority for NEC members.

**b. How to Initiate Recommendations.** Recommendations will be submitted through channels to National Headquarters in two copies on CAP Form 120, *Recommendation for Decoration*. Extreme care should be exercised to ensure that all items are complete.

(1) Justification will be included in the narrative statement and should be specific as to inclusive dates, places, and facts relating to the heroism, achievement, or service. The narrative must clearly portray how the unit's or individual's achievements meet or exceed the criteria set forth in paragraph 9.

(2) A proposed citation to accompany the award will be attached if the Silver Medal of Valor, Bronze Medal of Valor, or Distinguished Service Medal is being recommended. (See Attachment 3.)

**c. Channels:**

(1) All recommendations for decorations (except the Exceptional Service Award, Meritorious Service Award, National Commander's Commendation Award, and Certificate of Recognition for Lifesaving) will be submitted through channels, to include region headquarters, to National Headquarters.

(2) Recommendations for the Exceptional Service Award and Meritorious Service Award will be forwarded through channels to the appropriate region commander for approval.

(3) Recommendations for the Commander's Commendation Award and Certificate of Recognition for Lifesaving will be forwarded through channels to the appropriate wing or region commander for approval.

(4) Each commander in the chain of command must personally approve or disapprove each recommendation for the award of a decoration before forwarding it to the next higher headquarters (unless the recommendation is initiated by higher authority). If a commander disapproves a recommendation, it will be returned through channels to the initiator with the reasons for disapproval.

### 11. National Headquarters Review Schedule.

Recommendations for decorations are reviewed by National Headquarters as they are received. The National Awards Review Board is authorized to approve all decorations for the NEC with the exception of the Silver Medal of Valor and Distinguished Service Medal. NEC approval is required for all Silver Medals of Valor and any Distinguished Service Medal for members other than those being recognized for service as wing or region commanders.

### 12. Award Elements:

a. At the time National Headquarters announces an award, it will forward the appropriate award elements to the proper region or wing commander for presentation to the individual concerned.

b. When region commanders announce an award, they will present the appropriate award elements, or forward them to the proper wing commander for presentation to the individual concerned.

c. Award elements consist of:

(1) The medal and/or ribbon of the decoration in question and the certificate that accompanies the decoration to individuals.

(2) Only one Unit Citation Award certificate and streamer will be presented to the unit receiving the award. For example, if an entire group (rather than just the group headquarters) receives the Unit Citation Award, the certificate and streamer will be displayed at group headquarters only; however, all members of the group headquarters and squadrons within that group are authorized to wear the Unit Citation Ribbon. The members of each unit which receive the Unit Citation Award are authorized to wear the Unit Citation Ribbon. This ribbon is not furnished by National Headquarters, but may be purchased from the CAP Bookstore or commercial sources. The Unit Citation Ribbon may be worn permanently by all individuals who were members of the unit during any portion of the period of time shown in the National Headquarters Personnel Action announcing the award. Unit commanders will post the members' records to show their eligibility to wear the ribbon.

**13. Presentations.** Decorations should be presented by the senior officer present on such occasions as region and wing conferences, unit assemblies, etc. Where a citation accompanies an award, the citation should be read immediately preceding the presentation of the medal or ribbon and the award certificate.

### SECTION C - CADET PROGRAM AWARDS

**14. Cadet Program Awards.** Awarded by National Headquarters to denote the level of achievement in the CAP cadet program. See CAPM 50-16, *CAP Cadet Training Program*, for a complete program description and administrative procedures for obtaining these awards:

a. **General J. F. Curry Achievement.** Successfully complete all Phase I requirements.

b. **General H. H. "Hap" Arnold Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement.

c. **Wright Brothers Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement.

d. **Captain Eddie Rickenbacker Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement.

e. **Charles A. Lindbergh Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement.

f. **General Jimmy Doolittle Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement.

g. **Dr. Robert H. Goddard Achievement.** Successfully complete the specific requirements in Phase II listed for this achievement. NOTE: A silver star may be attached to the Goddard Ribbon by those cadets who have earned their Mitchell Award and have satisfactorily completed the requirements for the Model Rocketry Badge (reference CAPM 50-20, *CAP Model Rocketry Program*).

h. **General Billy Mitchell Award.** Successfully complete the specific requirements in Phases I and II of the CAP cadet program. This award is certified and awarded only by National Headquarters. NOTE: A silver star worn on the ribbon denotes successful completion of Cadet Officer School. Senior members who remove the Mitchell ribbon in order to wear the highest cadet program ribbon earned may move the silver star denoting Cadet Officer School from the Mitchell ribbon to the highest cadet program ribbon earned.

i. **Amelia Earhart Award.** Successfully complete the specific requirements in Phase III. This award is certified and awarded only by National Headquarters.

j. **General Ira C. Eaker Award.** Successfully complete the specific requirements in Phase IV of the cadet program. This award is certified and awarded only by National Headquarters.

k. **General Carl A. Spaatz Award.** Successfully complete all phases of the CAP cadet program and the General Carl A. Spaatz Award examination. This award is certified and awarded only by National Headquarters.

## SECTION D - SENIOR PROGRAM AWARDS

**15. Senior Program Awards.** Awarded by National Headquarters to denote the level of achievement in the CAP Senior Member Training Program. See CAPM 50-17, *CAP Senior Member Training Program*, for a complete program description and administrative procedures for obtaining these awards.

**a. CAP Membership Award.** Successfully complete Level I CAP Orientation Course.

**b. Leadership Award.** Successfully complete technician rating in a training specialty.

(1) Bronze Star Attachment - Successfully complete senior rating in a training specialty.

(2) Silver Star Attachment - Successfully complete master rating in a training specialty. A maximum of three silver star attachments may be worn in recognition of each master rating earned.

**c. Senior Member Certificate of Proficiency.** Successfully complete Level II training requirements.

**d. Grover Loening Aerospace Award.** Successfully complete Level III training requirements.

**e. Paul E. Garber Award.** Successfully complete Level IV training requirements. A bronze star will be added to denote completion of Squadron Officer School. All previous criteria and wear instructions no longer apply.

**f. Gill Robb Wilson Award.** Successfully complete Level V training requirements. A bronze star will be added to denote completion of Air Command and Staff College. A silver star will be added to denote completion of Air War College. (The silver star replaces the bronze star. Both devices are not worn on the ribbon). All previous criteria and wear instructions no longer apply. NOTE: Any member earning senior program awards under previous criteria may continue to wear them until ribbons or medal require remounting at which time ribbons/medal should be worn as outlined above, regardless of when earned.

**g.** Discontinued senior program awards still authorized for wear on the CAP uniform.

(1) National Commander's Citation. Highest award in the CAP Senior Member Training Program prior to 1 January 1978.

(2) Frank Borman Falcon Award (discontinued 30 June 1979). Awarded to members who achieved the highest possible accomplishments in the CAP Cadet Program (Spatz Award) and who took subsequent steps to become dynamic Americans and aerospace leaders.

## SECTION E – AEROSPACE EDUCATION AWARDS

**16. Brigadier General Charles E. "Chuck" Yeager Aerospace Education Achievement Award.** Awarded for successful completion of the Aerospace Education Program for Senior Members (AEPSM). The wing/region director of aerospace education certifies completion AEPSM on CAP Form 127, *Monthly Certification Report*, and forwards to HQ CAP/ET. Upon validation, a certificate is issued by the wing and the ribbon may be purchased by the individual recipient from the CAP Bookstore.

**17. The A. Scott Crossfield Award.** Awarded by National Headquarters to members who have earned the master level rating in the aerospace education specialty track and served as aerospace education officer.

## SECTION F - ACTIVITY AND SERVICE RIBBONS

### 18. Authority to Award Ribbons:

**a.** Region commanders award activity and service ribbons to members of the region staff and members of the region headquarters.

**b.** Wing commanders award activity and service ribbons to members of their staffs and to members of units within their wings. Authority to award these activity and service ribbons may be delegated to group and squadron commanders at the discretion of the wing commander.

**19. Administration Procedures for Award of Activity and Service Ribbons.** The individual member is responsible for preparing and submitting to the unit commander CAP Form 2a, *Request for and Approval of Personnel Actions*, when the requirements for an activity or service ribbon have been completed. The CAP Form 2a is then forwarded by the unit commander to the appropriate approving authority. (If the unit commander has been delegated approving authority by the wing commander as outlined in paragraph 17b, the unit commander simply approves the form and returns it to the recipient.) Upon approval, activity and service ribbons are purchased by the awarding unit or by the individual recipient, as appropriate.

### 20. Criteria for Award of Activity Ribbons:

**a. International Air Cadet Exchange Ribbon.** Awarded to cadets and senior member escorts participating in the International Air Cadet Exchange (IACE) outside the continental limits of the United States.

**b. National Cadet Competition Ribbon.** Awarded to cadets for participation as a team member in the National Cadet Competition. The basic ribbon will be worn by the winner of the wing competition and/or cadets selected to represent the wing at a region competition. A bronze star will be affixed for the winners of the region competition, and a silver star will be worn by the sweepstakes winners of the national competition. Repetitive awards may be recognized by wearing additional stars in the appropriate competition level. Senior members who earned this ribbon as a cadet may continue to wear the ribbon.

**c. National Color Guard Competition Ribbon.** Awarded to cadets for participation as a team member in the National Color Guard Competition. The basic ribbon will be worn by the winner of the wing competition and/or cadets selected to represent the wing at a region competition. A bronze star will be affixed for the winners of the region competition, and a silver star will be worn

by the sweepstakes winner of the national competition. Repetitive awards may be recognized by wearing additional stars in the appropriate competition level.

**d. Cadet Specialty Activity Ribbon.** Awarded to cadets and senior members who participate in the national cadet special activities listed below. NOTE: The senior member participants must be identified by the CAP project officer and approved by the member's region commander. Each subsequent activity is represented by a bronze star affixed to the basic ribbon. Cadets earning this ribbon may continue to wear the ribbon as a senior member.

- (1) Air Education and Training Command Familiarization Course
- (2) Pararescue Orientation Course
- (3) Advanced Pararescue Course,
- (4) Air Force Space Command Familiarization Course
- (5) Air Force Computer Orientation Program (no longer offered—must have attended prior to 1995)
- (6) Blue Beret Activity
- (7) Senator Jennings Randolph Soaring School
- (8) USAF sponsored Chapel Leadership Conference
- (9) Hawk Mountain Ranger School
- (10) National Flight Academy – Power Track
- (11) National Flight Academy – Glider Track
- (12) National GSAR School
- (13) Space Camp/Aviation Challenge
- (14) Jacksonville University/Comair Academy
- (15) Embry-Riddle Aeronautical University Orientation Course

**e. Encampment Ribbon.** Awarded to cadets for satisfactory completion of an encampment and to senior members for service as a member of an encampment staff. Award of the ribbon is retroactive and clasps may be attached for repetitive awards.

## 21. Criteria for Award of Service Ribbons:

**a. Command Service Ribbon.** Awarded to senior members who have served at least 1 year continuous service as commander—squadron, group, wing, etc. The basic ribbon is awarded for service as a squadron commander. A bronze star is added to denote service as group commander, a silver star for wing commander, and a gold star for region commander service. Two gold stars will be used to denote service as National Commander. Only one level of command may be shown on the ribbon.

**b. Red Service Ribbon.** Awarded at the end of 2 years (as a cadet or senior member in good standing).

(1) First Bronze Clasp. Awarded at the end of 3 additional years (total of 5 years).

(2) Additional Bronze Clasps. One additional bronze clasp will be awarded for each

additional 5 years of service. A maximum of three bronze clasps (denoting 15 years of service) will be worn.

(3) Longevity Device. A metal number, denoting years of service, awarded at the end of 20 years and in increments of 5 years thereafter. The longevity device is worn centered on the red service ribbon and the bronze clasps are no longer worn.

**c. Air Search and Rescue Ribbon.** Participate actively in at least 10 search and rescue sorties. A bronze clasp is awarded for each additional 10 sorties. All sorties must be in support of an actual search and rescue mission authorized by competent authority.

(1) Aircrew Members. A bronze three-bladed propeller device will be worn centered on Air Search and Rescue Ribbons earned as aircrew members. Credit will be given for participation in flights as either pilot or observer.

(2) Ground Personnel. Credit given will be computed on the basis of time spent on a mission and the nature of the duties performed.

(a) Ground personnel performing hazardous duties such as ground rescue or ground search, may be credited with one sortie for each 4 hours of actual participation, but not to exceed three sorties in any 24-hour period.

(b) Ground personnel performing non-hazardous duties, such as base support or staff functions, may be credited with one sortie for each 8 hours of participation, but not to exceed two sorties for any 24-hour period.

(3) Combined Participation. A member who earns the Air Search and Rescue Ribbon as an aircrew member is identified as an aircrew member by having the bronze propeller attached to the ribbon. If the same individuals earn clasps as a ground member of searches or missions, they are authorized to attach the clasps to the same ribbon with the bronze propeller. This applies also to the individual who initially earned the Air Search and Rescue Ribbon as a member of a ground search party and at some later date participates in enough searches as an aircrew member; the member is then authorized to attach the bronze propeller to the ribbon. The first clasp, when awarded to a member with a bronze propeller already on their ribbon, is placed in the middle of the wearer's left-hand side on the ribbon between the edge and the propeller; the second, on the opposite side in the same position. Additional clasps are placed so that the ribbon will have a balanced appearance until a silver clasp replaces five bronze clasps.

**d. Search "Find" Ribbon.** Awarded by the wing commander (or a subordinate commander if authority is delegated by the wing commander) to any CAP member of the wing making a find (distress or nondistress) on a search and rescue mission. A "distress find" is defined as one involving downed aircraft or persons in distress. Normally, a definite search objective must have been assigned, located, and positively identified. All other finds will be classified as "nondistress," e.g., location of nondistress emergency locator transmitters (ELTs). The

basic ribbon is awarded for a first find (distress or nondistress). A bronze clasp is awarded for each additional distress find or for each additional 20 nondistress finds. Both aircrew and ground team members may receive credit for finds. Also, if desired, the Search "Find" Ribbon may be painted on the aircraft in which the find was made.

(1) Finds for the United States Coast Guard (USCG) or the USCG Auxiliary. Exceptions to the above criteria may be made for finds accomplished during missions conducted in concert with the USCG or USCG Auxiliary. The bulk of this joint effort consists of CAP flying patrol missions commonly referred to as "sundown patrol." When a CAP member or crew locates a boat or persons in distress and is instrumental in their discovery, credit for a distress find may be granted and a "find" ribbon awarded, provided the effort is classified as an "assist" by the USCG.

(2) Finds by Aircrew Members. In case of a search and rescue find by aircraft, a ribbon will be awarded to all crew members. This applies to both "find and rescue" operations and "find and report" operations. For example, when the search objective is sighted, rescue by aircraft may be impossible so the crew reports the find by relaying the information to an official ground station. A bronze three-bladed propeller device will be worn centered on the Search "Find" Ribbon earned as aircrew members.

(3) Finds by Ground Personnel. If the find is made by search and rescue ground teams, the ribbon will be awarded to all members of the team which locates the objective. Ground personnel will wear the Search "Find" Ribbon without the propeller clasp.

(4) Combined Participation. A member who earns the Search "Find" Ribbon as an aircrew member is identified as an aircrew member by having the bronze propeller attached to the ribbon. If the same individuals earn a clasp as a ground member who makes a find, they are authorized to attach the clasp to the same ribbon with the bronze propeller. This also applies to the individual who initially earns the Search "Find" Ribbon as a member of a ground search party and at some later date makes a find as an aircrew member. The member is then authorized to attach the bronze propeller to the ribbon.

e. Counterdrug Ribbon. Awarded to senior members for participation in 10 counterdrug sorties. A bronze clasp is awarded for each additional 10 sorties.

f. Disaster Relief Ribbon. Awarded for participation in five actual/evaluated disaster relief missions and completion of two of the following requirements:

(1) All of the following Red Cross courses:

(a) Introduction to Disaster Services:

How the Red Cross Chapter Renders Emergency Assistance

(b) Disaster Damage Assessment

(c) Shelter Management

(2) The Red Cross course, Damage Assessment Supervision in Disaster

(3) The Red Cross course, Cardio-Pulmonary Resuscitation and Advanced First Aid

(4) Radiological Monitoring for Instructors

(5) Radiological Defense Officer Course

(6) Airborne Radiological Monitoring Course

(7) Participation in other equivalent disaster relief activities totaling at least 40 hours of activity certified by disaster relief agency. This could include any training similar to the above courses and/or actual mission activity (in addition to the five required missions).

g. Disaster Relief Ribbon with "V" Device. The Disaster Relief Ribbon with a "V" device may be awarded to any CAP member who participates in a disaster relief effort for a Presidential declared disaster. Participation must be verified by the on-scene commander. Participation in any Presidential declared disaster since 1990 qualifies.

h. Cadet Orientation Pilot Ribbon. Awarded to members who provide 50 cadet orientation flights. Each cadet receiving credit for the flight, may be counted toward the total of 50. A bronze clasp may be added for each additional 50 flights.

i. Cadet Community Service Ribbon. Awarded to cadets who complete 60 hours of community service. The service must be verified by a volunteer coordinator.

j. Cadet Advisory Council Ribbon. Awarded to all primary members of each cadet advisory council. The ribbon with appropriate device as indicated below is a permanent cadet activity award. Additionally, a shoulder cord is worn as a means of identifying current CAC members; however, it is worn only during the term of office.

(1) Wing Level. Basic ribbon and red shoulder cord.

(2) Region Level. Basic ribbon with bronze star and blue shoulder cord.

(3) National Level. Basic ribbon with gold star and gold shoulder cord.

k. Recruiter Ribbons. Awarded by the unit commander to cadets and senior members in recognition of outstanding efforts to recruit new members for CAP.

(1) Cadet Ribbon. Awarded to cadets who recruit two new qualified cadets or senior members for CAP. A bronze clasp is awarded for each additional two members recruited. A silver clasp replaces five bronze clasps. Bronze clasps are not worn after the silver clasp is awarded. An additional silver clasp will be awarded for each additional 10 members recruited.

(2) Senior Ribbon. Awarded to senior members who recruit seven new qualified cadets or senior members for CAP. A bronze clasp is awarded for each additional 10 members recruited. A silver clasp replaces five bronze clasps. Bronze clasps are not worn after the silver clasp is awarded. An additional silver clasp is awarded for each additional 50 members recruited. Members recruited as a cadet may be included in



determining entitlement in the case of senior members who were former cadets.

## SECTION G - SPECIAL AWARDS AND HONORS

**22. Life Member.** In recognition of outstanding contributions to CAP, and as one of its highest honors, the National Board may create, a life membership for any member of CAP. The plaque which accompanies the award is normally presented at the annual National Board meeting.

**23. Senior Member of the Year.** An annual award established to recognize the senior member in all of CAP who has contributed most to the success of CAP's mission. The selection is based on the member's lifetime contributions to CAP, not just the member's accomplishments during the year of nomination. Nominations describing the nominee's accomplishments will be submitted through channels in narrative form according to the timetable established below. Be sure the nomination includes the following information: length of membership, command service, emergency service participation, cadet program participation, aerospace education program participation, personal senior training accomplishments, specialty track accomplishments, individual awards and decorations (including cadet achievements), impact on region/wing programs, impact on national programs, impact on local legislative issues, and impact on national legislative issues.

**a.** By 15 January. Unit commanders will submit nominations to the wing commander for consideration.

**b.** By 15 February. Wing commanders will screen nominations from unit commanders within their wings and forward the best nominee to the region commander for consideration.

**c.** By 15 March. Region commanders will select the best of the wing nominees and forward one nomination to National Headquarters for consideration.

**d.** By 15 April. The National Awards Review Board at National Headquarters will screen nominations submitted by the region commanders and make recommendations to the National Commander. Final selection will be made by the National Commander.

If the selected member attends the National Board meeting, the presentation will be made at that time. Otherwise, the plaque will be mailed to the region commander for appropriate presentation. Hotel accommodations and military transportation, if available, will be provided for the senior member of the year to attend National Board to accept the award.

### 24. Cadet of the Year:

**a.** An annual award established to recognize the most outstanding cadet in CAP. To be eligible for this award, the cadet must meet the following minimum criteria:

(1) received the Amelia Earhart Award (or higher),

(2) demonstrated outstanding leadership in CAP,

(3) attained academic excellence in school, and

(4) be at least a junior in high school.

**b.** The outstanding Cadet of the Year is nominated from selected cadets within each wing by a wing selection board. Unit commanders of a cadet or composite unit are limited to one nomination from their unit for the wing selection. The selection process is accomplished by complying with the following schedule and procedures:

(1) By 1 January. Unit commanders should begin completing one copy of CAP Form 58, *Nomination for Cadet of the Year*, and obtain required attachments. Submit the completed form with all attachments to their wing commander.

(2) By 15 January. Deadline for unit commander's nomination to reach wing commander.

(3) By 15 February. Wing selection board considers all unit nominations, submits one wing nomination to region commander.

(4) By 15 March. Region commander will select best of wing nominations and forward nomination to National Headquarters/CP for consideration.

(5) By 15 April. National Headquarters selection board meets, then makes nominations to the National Executive Director who makes the final selection.

**c.** Wing selection boards will be composed of seven members, at least two of whom must be females. The members of the board should include the wing director of cadet programs, or designee, as chairperson, the wing liaison officer or NCO, and a current senior member, preferably 28 years of age or younger who have, as a cadet, achieved the Billy Mitchell Award.

**d.** If the selected cadet is able to attend the National Board meeting, the presentation will be made at that time. Otherwise, the award will be mailed to the wing commander for appropriate presentation. Hotel accommodations and military transportation, if available, will be provided for the cadet of the year to attend National Board and accept the award.

**25. CAP Honor Roll at the USAF Academy.** An annual award established to recognize the most outstanding cadet graduating from the USAF Academy who is a member of CAP or a former member of CAP. The selection is made by the Academy. Each year, the name of the honor cadet is inscribed on a CAP plaque which hangs in the Cadet Activities Building at the Academy. In addition, the cadet is presented with an individual plaque in recognition of his/her achievement.

**26. Departing Region and Wing Commanders.** Upon expiration of office, departing region and wing commanders are presented a plaque by National Headquarters in recognition of their service as region or wing commander.

**27. CAP Squadron of Distinction Program.** An annual program established to recognize the top CAP composite or cadet squadron regionally and nationally for distinctive accomplishments in the cadet program during the preceding calendar year. National Headquarters/CP will determine a Squadron of Distinction for each of the eight CAP regions. One of these eight squadrons will then be selected to receive recognition at the annual National Board meeting and presented a \$500 honorarium sponsored by the family of the late Brigadier General F. Ward Reilly, CAP. All Squadrons of Distinction will receive a distinctive certificate and streamer.

**a.** National Headquarters will designate the Squadron of Distinction based on the following criteria:

(1) Squadron Strength - A minimum of 12 cadets at the beginning of the calendar year.

(2) Squadron Growth Rate - Reflected by an active recruiting and retention program.

(3) Cadet Achievement - Reflected by Mitchell, Earhart, Phase IV and Spaatz awarded during the calendar year.

(4) Cadet Encampment Attendance - Reflected by first-time encampment attendance of squadron cadets.

(5) Cadet Orientation Flight Participation - Reflected by the participation of squadron cadets in the Flight Orientation Program.

**b.** A selection board at National Headquarters will meet and nominate eight Squadrons of Distinction utilizing the criteria in paragraph 27(a). Region commanders will receive nominations for approval along with award elements for presentation.

**28. Squadron of Merit.** An annual award established to recognize the top cadet or composite squadron in each wing. The same criteria used to select the Squadron of Distinction will be used to determine Squadrons of Merit. Each squadron selected will receive a distinctive certificate and streamer. Wing commanders will receive nominations for approval along with award elements for presentation.

**29. F. Ward Reilly Leadership Award.** An annual award established by the family of the late Brigadier General F. Ward Reilly, CAP, former Chairman, National Board, in his honor. This award recognizes the individual leadership of the squadron commander of the CAP Squadron of Distinction selected for recognition at the annual National Board meeting.

**30. American Legion Award to Outstanding CAP Squadrons.** An annual award established by the American Legion to recognize the outstanding CAP squadron in each wing. Selections will be made by the wing commander no later than 30 July annually.

**a.** In order to allow wing commanders the widest possible latitude in this section, no specific criteria is established. Additionally, the award may go to any type

squadron—cadet, senior, or composite. It may be for one noteworthy achievement such as outstanding support of an emergency services mission or sustained superior performance such as the squadron with the highest number of cadet achievements, activities, or awards during the year.

**b.** The wing commanders will forward their selection directly to the American Legion Headquarters at the following address:

National Security- Foreign Relations Division  
The American Legion  
1608 K Street, NW  
Washington DC 20006

**c.** The complete mailing address and telephone numbers of the wing commander and the commander of the squadron selected will be provided for the convenience of the local American Legion commander in contacting the CAP squadron and wing commander concerned.

**d.** The Legion headquarters will prepare an award certificate and forward to the appropriate department commander for presentation. If possible, the wing commander should be in attendance when the award is presented to the commander of the outstanding squadron.

**31. Air Force Association Award to Outstanding CAP Cadets.** An annual award established by the Air Force Association (AFA) to recognize the outstanding CAP cadet in each squadron. Selections will be made by the unit commanders concerned not later than 15 April annually.

**a.** In order to allow commanders the widest possible latitude in this selection, no specific criteria is established. Additionally, the award may go to any cadet, at any level of achievement in the CAP Cadet Program.

**b.** The unit commander will forward their selection, along with a summary of the cadet's accomplishments, directly to the Air Force Association Headquarters at the following address:

Air Force Association Headquarters  
1501 Lee Highway  
Arlington VA 22209-1198

**c.** The complete mailing address and telephone number of the unit commander will be provided for the convenience of the local AFA officials in contacting the CAP squadron concerned.

**d.** The AFA headquarters will prepare the award elements and forward them to the appropriate AFA unit for presentation.

**32. Air Force Sergeants Association Award to Outstanding CAP Cadet Noncommissioned Officer of the Year.** An annual award established by the Air Force Sergeants Association to recognize the outstanding CAP cadet NCO in each squadron. Selections will be made by the unit commanders concerned not later than 15 April annually.

a. In order to allow commanders the widest possible latitude in this selection, no specific criteria is established.

b. The unit commander will forward their selection, along with a summary of the cadet's accomplishments, directly to the Air Force Sergeants Association Headquarters at the following address:

Air Force Sergeants Association  
Member & Field Services  
P. O. Box 50  
Temple Hills, MD 20757

c. The complete mailing address and telephone number of the unit commander will be provided for the convenience of the local AFSA officials in contacting the CAP squadron concerned.

d. The AFSA headquarters will contact the sponsoring division/chapter to facilitate presentation.

## SECTION H - CERTIFICATES

**33. CAP Decorations and Achievements.** Certificates from National Headquarters accompany all CAP decorations and certain achievements as indicated below:

**a. CAP Decorations:**

- (1) Silver Medal of Valor
- (2) Bronze Medal of Valor
- (3) Distinguished Service Medal
- (4) Exceptional Service Award
- (5) Meritorious Service Award
- (6) Commander's Commendation Award
- (7) Certificate of Recognition for Lifesaving
- (8) Unit Citation Award

**b. Cadet Program Awards:**

- (1) General Carl A. Spaatz Award
- (2) Ira C. Eaker Award
- (3) Amelia Earhart Award
- (4) General Billy Mitchell Award

**c. Senior Program Awards:**

- (1) Gill Robb Wilson Award
- (2) Paul E. Garber Award.
- (3) Grover Loening Aerospace Award.
- (4) Senior Member Certificate of Proficiency.

**d. Brigadier General Charles E. "Chuck" Yeager Aerospace Achievement Award:**

**e. A. Scott Crossfield Award.**

**f. Special Activities.** Certificates of completion are issued to all members participating in nationally sponsored courses of instruction.

**34. Organization Charter.** Issued by National Headquarters to all new units chartered by CAP in accordance with CAPR 20-3, *Charters and Other Organization Actions*.

**35. Certificate of Retirement.** Issued by National Headquarters to all members retiring from active CAP service.

**36. Radio Operator Certificate of Proficiency.** Awarded by HQ CAP/DOK to cadets and senior members who successfully complete the specific requirement outlined in CAPM 100-1, *Communications*, Chapter 20.

**37. Honorary Membership Certificate.** Awarded by National Headquarters/PA to individuals appointed as honorary members of CAP (CAPM 39-2, *Civil Air Patrol Membership*).

**38. Certificate of Accomplishment (CAP Certificate 44, Certificate of Accomplishment (Region/Wing Level).** Issued by region/wing commanders in recognition of participation in any one of the several activities carried out by the individual regions/wings. Wing commanders may delegate authority to award this certificate to group and squadron commanders.

### 39. Certificates of Appointment:

**a. Region and Wing Commander Appointments.** Issued by National Headquarters for presentation to newly appointed region and wing commanders.

**b. Chaplain and Moral Leadership Officer Appointments.** Issued by the National Chaplain to those persons who meet the ecclesiastical requirements and educational qualifications to serve as chaplains or moral leadership officers and are duly appointed by National Headquarters.

### 40. Certificates of Appreciation:

**a. National [CAP Certificate 36, Certificate of Appreciation (National Level)].** Awarded by the National Commander to both members and nonmembers of CAP in recognition of significant contributions to CAP on a national level. Subordinate commanders who feel that such recognition is justified for some deserving individual must request the certificate through channels to HQ CAP/PA. Since the certificate is intended to recognize national-level achievement, the request must fully justify why this certificate is merited in lieu of one of the local level certificates described below.

**b. Region and Wing [CAP Certificate 38, Certificate of Appreciation (Region/Wing Level)].** Awarded by region and wing commanders to both members and nonmembers of CAP in recognition of significant contributions to CAP. Subordinate units desiring to have a wing or region commander issue a certificate to some deserving individual, rather than having a certificate issued by the local group or squadron commander, should make a request to the wing commander citing the circumstance(s) meriting wing or region commander recognition. Blank certificates may be requisitioned from HQ CAP/MSA using CAP Form 8, *Requisition for Publications and Blank Forms*.

**c. Group and Squadron [CAP Certificate 35, Certificate of Appreciation (Unit Level)].** Awarded by group and squadron commanders to both members and nonmembers of CAP in recognition of significant contributions to CAP. Blank certificates may be

requisitioned from National Headquarters/MSA using CAP Form 8.

**d. Chaplains.** Awarded by National Headquarters to the CAP chaplain’s church in appreciation of its contribution to the general welfare of the community and its service to the youth of the nation through the work of its chaplain. Upon request from a CAP chaplain, HQ CAP-USAF/HC will forward the certificate to the designated church for presentation.

**41. Business Member Certificate.** Awarded by HQ CAP/PA to all business members of CAP.

**42. Certificate of Safety Achievement.** Awarded for significant contributions to the CAP safety program as outlined in CAPR 62-1, *Civil Air Patrol Safety Responsibilities and Procedures*.

**43. Special Certificates.** The National Commander may award special certifications in recognition of meritorious achievements.



DAVID L. MILLER  
Chief, Administration

PAUL J. ALBANO, SR.  
Colonel, CAP  
Executive Director

JAMES C. BOBICK  
Brigadier General  
National Commander

Attachments:

1. CAP Ribbons – Order of Precedence
2. Description of CAP Medals and Ribbons
3. Sample—Citation to Accompany Distinguished Service Medal
4. CAP Awards Covered by Other Directives

SUMMARY OF CHANGES

This revision is a general update that includes the requirements for the new Command Service Ribbon, National Color Guard Competition Ribbon, Cadet Community Service Ribbon, and Cadet Orientation Pilot Ribbon; changes the dates nominations are due for the Cadet and Senior Member of the Year; establishes the A. Scott Crossfield Award; revised the activities covered by the Cadet Special Activity Ribbon; includes the requirements for the Disaster Relive Ribbon with a “V” device; and includes recognition of the unit Cadet of the Year by the Air Force Association and the Cadet NCO of the Year by the Air Force Sergeants Association.

**NOTE:** Changes from superseded publications are identified in this document by placing a bold vertical bar outside the appropriate margin.

**CAP RIBBONS - ORDER OF PRECEDENCE****CADET RIBBONS**

## Decorations

Silver Medal of Valor  
 Bronze Medal of Valor  
 Distinguished Service Medal  
 Exceptional Service Award  
 Meritorious Service Award  
 Commander's Commendation Award  
 Lifesaving Award  
 Unit Citation Award

## Cadet Program Awards

Frank Borman Falcon Award (Note 1)  
 Gen Carl A. Spaatz Award  
 Ira C. Eaker Award  
 Amelia Earhart Award  
 Gen Billy Mitchell Award

## Cadet Program Achievements

Dr. Robert H. Goddard Achievement  
 Gen Jimmy F. Doolittle Achievement  
 Charles A. Lindbergh Achievement  
 Capt Eddie Rickenbacker Achievement  
 Wright Brothers Achievement  
 Gen Hap Arnold Achievement  
 Gen J.F. Curry Achievement

## Service

AFA Award to Unit Cadet of the Year.  
 AFSA Award to Unit Cadet NCO of the Year  
 Red Service Ribbon

## Activity

Search "Find" Ribbon  
 Air Search and Rescue Ribbon  
 Disaster Relief Ribbon  
 Cadet Community Service Ribbon  
 IACE Ribbon  
 National Cadet Competition Ribbon  
 National Color Guard Competition Ribbon  
 Cadet Advisory Council Ribbon  
 Cadet Special Activity Ribbon  
 Encampment Ribbon  
 Cadet Recruiter Ribbon

## ROTC Ribbons

(NOTE: ROTC ribbons will be worn only while participating in the ROTC program. They will no longer be worn when the member ceases to participate in the active program.)

NOTE 1: Must have been earned prior to 1 July 1979.

**SENIOR RIBBONS**

US Military Decorations and Ribbons (Worn in order of precedence)

## Decorations

Silver Medal of Valor  
 Bronze Medal of Valor  
 Distinguished Service Medal  
 Exceptional Service Award  
 Meritorious Service Award  
 Commander's Commendation Award  
 Lifesaving Award  
 Unit Citation Award

## Senior Program Awards

National Commander's Citation (Note 2)  
 OR  
 Gill Robb Wilson Award  
 Paul E. Garber Award  
 Grover Loening Aerospace Award  
 Leadership Award  
 Membership Award

## Aerospace Education Awards

Brig Gen Charles E. "Chuck" Yeager Award  
 A. Scott Crossfield Award

## Service

Command Service Ribbon  
 Red Service Ribbon

## Activity

Search "Find" Ribbon  
 Air Search and Rescue Ribbon  
 Counterdrug Ribbon  
 Disaster Relief Ribbon  
 Cadet Orientation Pilot Ribbon  
 IACE Ribbon  
 National Cadet Competition Ribbon (earned as cadet)  
 Encampment Ribbon  
 Senior Recruiter Ribbon

Wartime Service Ribbons (Note 3)  
 Antisubmarine Coastal Patrol  
 Southern Liaison Patrol  
 Tow-Target and Tracking  
 Courier  
 Forest Patrol  
 Missing Aircraft

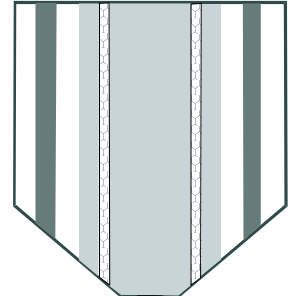
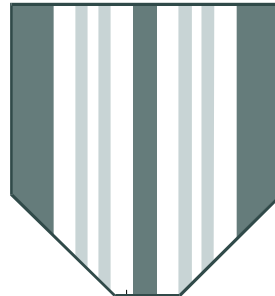
ROTC Ribbons (see ROTC Ribbons Note for cadets)

## Foreign Decorations

NOTE 2: Must have been earned prior to 1 January 1978.

NOTE 3: Must have been earned between February 1942 and July 1945.

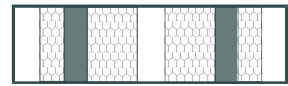
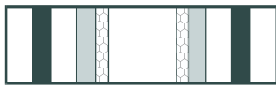
## DESCRIPTION OF CAPMEDALS AND RIBBONS



Silver Medal of Valor

Bronze Medal of Valor

Distinguished Service Medal



Exceptional Service Award

Meritorious Service Award

Commander's Commendation Award



Lifesaving Award



Unit Citation Award Ribbon  
(for individual)

## UNIT CITATION AWARD

Unit Citation Award (for units)

A silk scarlet streamer with the words "Unit Citation Award" in all white silk embroidered letters. The streamer is attached to the top of the unit banner staff.

### COLOR CODE (Applicable to all ribbon illustrations)



Black



White



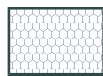
Red



Blue



Light Blue



Gold



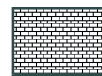
Green



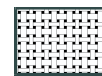
Yellow



Silver



Orange



Purple

## CADET PROGRAM RIBBONS



Frank Borman  
Falcon Award



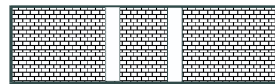
General Carl A. Spaatz  
Award



General Ira C. Eaker  
Award



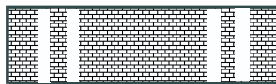
Amelia Earhart  
Award



General Billy Mitchell Award  
(Silver Star denotes COS)



Dr. Robert H. Goddard  
Achievement Ribbon  
(Silver Star denotes  
Model Rocketry Badge)



General Jimmie Doolittle  
Achievement Ribbon



Charles A. Lindbergh  
Achievement Ribbon



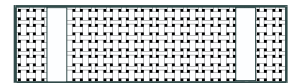
Capt Eddie Rickenbacker  
Achievement Ribbon



Wright Brothers  
Achievement Ribbon



General "Hap" Arnold  
Achievement Ribbon



General J. F. Curry  
Achievement Ribbon

### SENIOR MEMBER PROGRAM RIBBONS

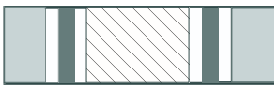


Gill Robb Wilson Award  
(Bronze Star denotes ACSC)  
(Silver Star denotes AWC)

OR



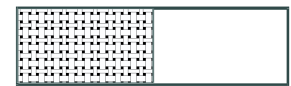
National Commander's Citation  
(Earned before 1 Jan 78)



Paul E. Garber Award  
(Bronze Star denotes SOS)



Grover Loening  
Aerospace Award



Leadership Award  
(Technician Rating)  
(Bronze Star denotes Senior Rating)  
(Silver Star denotes Master Rating)



CAP Membership Award

**NOTE:** Any member earning senior program awards under previous criteria may continue to wear them until ribbons or medals require remounting at which time ribbons/medals should be worn as outlined above, regardless of when earned.

### AEROSPACE EDUCATION RIBBONS



Brigadier General  
Charles E. "Chuck" Yeager  
Award



A. Scott Crossfield  
Award



## SERVICE AND ACTIVITY RIBBONS



Command Service Ribbon



Red Service Ribbon



Search "Find" Ribbon



Air Search and Rescue Ribbon



Counterdrug Ribbon



Disaster Relief Ribbon



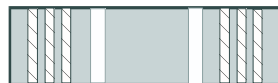
Cadet Orientation Pilot



Cadet Community Service Ribbon



International Exchange Ribbon



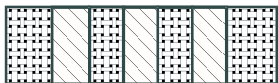
National Cadet Competition Ribbon



National Color Guard Ribbon



Cadet Advisory Council Ribbon



Cadet Special Activities Ribbon



Encampment Ribbon



Senior Recruiter Ribbon



Cadet Recruiter Ribbon

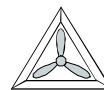
## DEVICES



Bronze Propeller  
(Worn on AW&R and "Find" ribbons by aircrew members)



Star  
(Bronze or Silver)



Clasp Enlarged  
(Bronze or Silver. Denotes subsequent awards.)



Longevity Device  
(Worn on Red Service Ribbon. Five-year increments starting at 20 years of service.)

**SAMPLE**

## CITATION TO ACCOMPANY

DISTINGUISHED SERVICE MEDAL  
(FIRST BRONZE CLASP)

Colonel John W. Jones, CAP, distinguished himself during the period 9 July 1979 to 20 August 1979 while performing as Encampment Commander at the Blankville Flying Encampment. As Encampment Commander, he was instrumental in the development of an outstanding course curriculum. Throughout the encampment he maintained firm discipline and control, yet preserved a friendly relationship with the cadets. His leadership greatly contributed to the high morale that prevailed through the encampment. His pre-planning and prompt, continuous follow-up were primarily responsible for the smooth, efficient operation of all activities. His devotion to duty contributed immeasurably to the success of the National Flying Encampment and brought great credit upon himself and the Civil Air Patrol.

**CAP AWARDS COVERED BY OTHER DIRECTIVES**

<b>OPR</b>	<b>AWARD</b>	<b>DIRECTIVES</b>
ETA	Frank G. Brewer CAP Memorial Aerospace Awards	CAPR 900-7
DOK	Communications of the Year Award	CAPM 100-1
HC 265-1	National Chaplains Award	CAPR
DO	SAR/CD Effectiveness Trophies	CAPR 55-10
DOS	Safety Awards	CAPR 62-1
PA	Public Affairs Awards	CAPM 190-1