MEMORANDUM FOR RECORD (updated)   15 MAR 2022

SUBJECT: EXPECTATIONS OF THE SQUADRON COMMANDER

Cadets

I expect all cadets to live up to the Cadet Oath: "I pledge that I will serve faithfully in the Civil Air Patrol cadet program, and that I will attend meetings regularly, participate actively in unit activities, obey my officers, wear my uniform properly, and advance my education and training rapidly to prepare myself to be of service to my community, state and nation."

Senior Members

I expect all senior members to deal with all cadets in a fair, objective, and tactful manner conducive to the goals of the Civil Air Patrol cadet program. Furthermore, all senior members will adhere to Civil Air Patrol's cadet protection policy (CAPR 60-2, with additional guidance available in CAPP 60-15).

All Members

I expect all members of this squadron to uphold the core values of the Civil Air Patrol: *Integrity, Volunteer Service, Excellence, and Respect*
Additionally, all members will abide by the Civil Air Patrol's Policy of Nondiscrimination outlined in paragraph 2 of CAPR 36-1.

"*CAP provides an inclusive and welcoming environment for all members and ensures that educational, membership and operational decisions are based on each individual's abilities and qualifications. Consistent with this practice and applicable laws, It is CAP policy that no member shall be excluded from participation in, denied the benefits of, or subjected to discrimination with respect to accessibility to any CAP program or activity on the basis of race, color, sex, age, religion (creed), national origin (ancestry), sexual orientation, gender identity or expression, disability (formerly handicap), marital status, military or veteran status. However, each case is subject to applicable qualifications and ability standards for the CAP program or activity concerned. Further, it is Civil Air Patrol policy that no applicant meeting CAP's minimum age requirement will be denied membership in CAP on the basis of any of the foregoing characteristics. This policy is*

intended to ensure that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied."

With particular attention to respect, all members will show respect to one another regardless of rank or membership status, and furthermore while in uniform, all members will adhere to Air Force-style customs and courtesies, as found in CAPP 151, Respect on Display.

Infractions

Infractions of these expectations will be dealt with on individual basis and are dependent upon the severity and nature of the infraction. When dealing with cadets, methods outlined in chapter 3.5 Progressive Discipline of CAPR 60-1 will be utilized. As a standard practice, barring a severe infraction, first offenses for senior members will be dealt with by means of a verbal warning. Second offenses of a similar nature will be dealt with means of counselling statement signed by both parties; paperwork will be held onto but not placed into the individual's personnel file. Third offenses of similar nature will be dealt with by means of second counseling statement signed by both parties; paperwork from both counseling statements <u>will be</u> placed into the individual's personnel file. A fourth offense will result counseling statement and more than likely termination of membership IAW CAPR 35-3 Membership Termination. Termination for cause can apply to cadets and seniors alike and may make null and void any intermediate steps, instead resulting in the immediate filing of a CAPF 2B Personnel Action Request-Termination of CAP Membership.

The Commander

As I have these expectations of you, you should have the same expectations of me, and as such you should know that I will always do my very best to live up to them.

        //signed//
Clinton J. Vallee, 1st Lt, CAP   DISTRIBUTION:
Commander   1 – Individual
                                                                    1 – File
                                                                    1 – Future Members