



NATIONAL HEADQUARTERS  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
MAXWELL AIR FORCE BASE, ALABAMA 36112-5937

ICL 22-03  
21 September 2022

MEMORANDUM FOR ALL CAP MEMBERS

FROM: CAP/CC

SUBJECT: Interim Change Letter – CAPR 120-1, *Information Technology Security*

1. A discussion during the August 2022 Board of Governors meeting identified the need to enhance IT security enforcement mechanisms. This ICL establishes CAP/CC delegation of authority to the CAP Chief Information Officer to determine when security violations merit suspension of a member's internet operations, including eServices and CAPWATCH access.

2. This interim change letter will remain in effect until the next CAPR 120-1 revision.

3. CAPR 120-1 is amended as follows:

a. Section 14 "Enforcement," paragraph 14.2 is revised to read:

14.2. Resolution of Policy Violations. Civil Air Patrol reserves the right but undertakes no duty of a continuous monitoring of communications or systems in order to enforce the provisions of this regulation. Such enforcement, if undertaken, is delegated to the CAP Chief Information Officer in:

14.2.1. resolving the matter informally; and/or

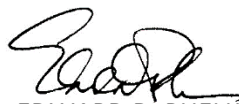
14.2.2. withdrawing approval for a particular CAP internet operation; and/or

14.2.3. suspending access to CAP internet operations; including suspension of eServices and/or CAPWATCH accounts; and/or

14.2.4. referring the matter to CAP/GC to recommend informal, formal and/or legal action to be taken (i.e., possible filing of civil action or referral to federal, state, or local law enforcement authorities) for a prohibited CAP internet operation conducted on equipment or a domain outside of CAP's immediate control; and/or

14.2.5. referring the matter to CAP/IG or, as appropriate, command channels for disciplinary/administrative action, as warranted.

4. For comments or questions regarding this interim change letter, contact Ms. Kathy Conyers, CAP/CIO, at [kconyers@capnhq.gov](mailto:kconyers@capnhq.gov).

  
EDWARD D. PHELKA  
Major General, CAP  
Commander