



## NEW JERSEY WING SUPPLEMENT 1

### CAP REGULATION 39-3

16 May 2025

APPROVED/M. DEROCHER-HARRIS/CAP/DP

Personnel - General

### AWARDS OF CAP MEDALS, RIBBONS, AND CERTIFICATES

CAP Regulation 39-3, dated 28 December 2012 (Includes ICL 18-02, ICL 19-02 and ICL 21-03) is supplemented as follows:

**18. b. (1).** The New Jersey Wing Commander delegates authority to award the following Activity and Service Ribbons and their associated clasps/devices to Squadron Commanders for their staff and members of their units:

- International Air Cadet Exchange Ribbon (IACE) - once posted in CAP eServices
- National Color Guard Competition Ribbon
- Cadet Specialty Activity Ribbon - once posted in CAP eServices
- Encampment Ribbon - once posted in CAP eServices
- Red Service Ribbon
- Community Service Ribbon
- Cadet Advisory Council Ribbon – verified by Wing Personnel Authorization
- Recruiter Ribbon

**18. b. (2).** The New Jersey Wing Commander delegates authority to award all the above-mentioned ribbons and the following Activity and Service Ribbons and their associated clasps/devices to Group Commanders for their staff and members of units within their group:

- Command Service Ribbon (to their subordinate commanders only)

**18. b. (3).** The following ribbon requests will be sent to the New Jersey Wing Director of Operations for verification prior to being approved by the New Jersey Wing Commander:

- Air Search and Rescue Ribbon
- Search “Find” Ribbon
- Counterdrug Ribbon
- Disaster Relief Ribbon
- Cadet Orientation Pilot Ribbon
- Homeland Security Ribbon

#### SECTION I – NEW JERSEY WING AWARDS Added

**57. Added New Jersey Wing Phase I, Phase II and Phase III, Phase IV Cadet of the Year Awards** These annual awards recognize top performing cadets in each phase of the cadet program. Eligible cadets must be current and active members, have demonstrated outstanding leadership in CAP, have attained academic excellence in school, and have served in the nominated phase at least 6 months (180 days) during the fiscal year (1 Oct – 30 Sept). The Phase IV Cadet of the Year must meet the requirements of CAPR 39-3, section 24 and will be the NJ Wing nominee for the CAP Cadet of the Year Award.

**57. a. Added** By 1 January. Unit commanders complete CAP Form F60-84, Nomination for Cadet of the Year for each phase level and obtain required attachments. Unit commanders are limited to one nomination from their unit for each of the phases.

**57. b. Added** By 15 January Unit commanders submit the completed forms with all attachments to the wing director of cadet programs.

**57. c. Added** By 15 February. The wing cadet of the year selection board, described in CAPR 39-3, section 24, c., will evaluate nominees for the CAP Cadet of the Year Award and the New Jersey Wing Phase I, Phase II, and Phase III Awards on the same day. The highest ranked nominee in each phase is submitted to the wing commander for approval for each award in their phase.

**57. d. Added** Presentation of the New Jersey Wing Phase I, Phase II and Phase III, Phase IV Cadet of the Year Awards will be made at the Annual NJ Wing Conference. If the cadet is unable to attend, the presentation will be made by the wing commander at an appropriate presentation time within 45 days of the wing conference.

**58. Added Group Squadron of the Year Awards** These annual awards recognize a single unit in each NJ Group that has gone above and beyond other units in their group by helping their communities, groups, New Jersey Wing, and Civil Air Patrol.

**58. a. Added** Each Group's Awards Committee will determine their award recipient using similar requirements to the Squadron of Merit found in the annual Squadron of Merit (SOM) report. These criteria will include:

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

Cadet Achievement - Reflected by Mitchell, Earhart, Phase IV, and Spaatz awards earned during the calendar year.

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

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

The Group Awards Committee will make its recommendation to the Group Commander. Upon approval by the Group Commander, the Group Personnel Officer will issue a personnel authorization identifying the awardee.

**58. b. Added** This annual award will be presented by the Group Commander at an appropriate ceremony or activity. A plaque and streamer will accompany this award. The streamer will be 36 inches long, 2 ¾ inches wide, white lettering on an orange background, and will be attached to the unit's flag.

AMY T. MYZIE, Colonel, CAP  
Commander

**Attachment 1**  
**COMPLIANCE ELEMENTS**

There are no compliance elements to this supplement.