



NATIONAL HEADQUARTERS  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
105 SOUTH HANSELL STREET  
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

24 March 2016

MEMORANDUM FOR ALL CIVIL AIR PATROL MEMBERS

FROM: CAP/CC and CAP-USAF/CC

SUBJECT: Safety Risk Management

As the Civil Air Patrol celebrates its 75<sup>th</sup> year of service we are justifiably proud of CAP's many accomplishments. CAP and CAP-USAF are cooperative partners in all we do and as Commanders we want to publicly and profoundly remind you all of the importance of Safety and Risk Management in all of our missions and activities. For the first time in our history Safety became a part of our CAP Strategic Plan in FY16; an indication of our joint commitment to Safety Risk Management. We ask that all CAP members and CAP-USAF personnel join in this commitment.

First and foremost we must focus on the application of sound Risk Management principles in every aspect of mission planning and decision making throughout CAP. Following the lead of the Air Force, and the standards of the aviation industry, CAP Safety Officers at every level of our organization are to be considered "key personnel" and involved in all planning processes. We insist that Safety Risk be considered on equal footing with all other corporate risk factors.

The National Staff, in cooperation with CAP-USAF, is already active in incorporating Safety Risk Management in the planning phases as well as in the daily pursuit of our missions and activities. Plans change, conditions change, hazards change, and risks change. Everyday Risk Management means active awareness and management of those changes.

Cadet Programs is working closely with our Safety staffs to ensure NCSAs, encampments, and all cadet activities are planned with safety risk management in mind. There must also be a continuous assessment of hazards and risk mitigations as activities transpire. Every cadet and cadet leader must share an awareness and a commitment to complete their activities, "...without getting hurt."

In Emergency Services we continue the task of examining every program and mission to ensure risk management is present at every step. Missions, equipment, and processes are all being scrutinized to ensure we mitigate all risks to an acceptable level. On rare occasions our complex missions demand increased risk; those risks must be carefully considered at the proper decision making level.

In our flying missions you will see increased emphasis on flight release officers and aircrews working together closely and continuously to ensure they are aware of and dealing with mission hazards. Change is constant in the dynamic environment of CAP's flying missions. FROs and aircrews must be engaged in active conversation about every identified risk and how to mitigate it, and this engagement must continue through mission completion. Translation? Semper Vigilans.

Safety Risk Management is a commander's emphasis item for both the CAP National Commander and CAP-USAF/CC. Our commitment is strong, and we thank you for sharing that commitment. We welcome you to the process and we seek your suggestions. Contact our CAP Chief of Safety, Mr. George Vogt, with comments or questions. [safety@capnhq.gov](mailto:safety@capnhq.gov)

Handwritten signature of Joseph R. Vazquez in black ink.

JOSEPH R. VAZQUEZ, Maj Gen, CAP  
National Commander

Handwritten signature of Michael D. Tynnismaa in black ink.

MICHAEL D. TYNISMAL, Col, USAF  
Commander