



## CAP REGULATION 39-3

6 February 2023

APPROVED/S.PARKER/CAP/DP

Personnel

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

CAPR 39-3, dated 28 December 2012, is supplemented as follows:

7.1 (Added). The NM Wing Awards Committee consists of the Personnel Officer (Chair), Director of Cadet Programs, Director of Aerospace Education, Director of Operations, IG, Wing Administrator, and Wing Secretary. Directors may substitute an Assistant Director to serve in their place.

10.c. (6) (Added). All “of the Year” awards will be completed on the appropriate submission form, and then submitted to the NMWG Personnel Officer, or designee. Any nominations submitted on the incorrect form will be returned to the nominator to be fixed. Any awards that are not returned before the cutoff will not be accepted or considered. Unless otherwise stated by the award criteria, all “of the Year” awards are for one calendar year, between 01 January and 31 December.

10.c.(7) (Added). Wing scholarships may be available for cadets and Senior Members to attend Special Activities. The Wing Personnel Officer will announce the types of scholarships available, the process for applying for them, and the time frame for submitting. A New Mexico Wing Form 39 will accompany an application packet. This form requires the Commander to review and approve an applicant. The Awards Committee will rank the applicants and submit a recommendation list to the Wing Commander. The finance committee will be convened for payment approvals. Standard conditions that apply are:

a. Recipients of any SEP scholarships are not available to receive a wing scholarship

b. The applicant must have already been accepted into the activity prior to applying.

c. Scholarships will be sent to the member as a reimbursement after successful completion of the activity. Members will submit a copy of receipts to the Director of Finance on a NMWG Form 173C.

18. b. Squadron Commanders are authorized to award activity and service ribbons to members of their squadrons.

57 (Added). Abbott Memorial Decade of Dedication. This award is made to the person who has demonstrated outstanding performance to the New Mexico Wing for a decade or longer. This award can be awarded to a member or family members who have dedicated their time and effort in making the New Mexico Wing the most outstanding wing. Ten years of outstanding performance is considered to be the minimum; a longer period of outstanding performance is desired. Nominations are due to Wing Headquarters by 15 Jan.

58 (Added). Looney Memorial Family of the Year. This award recognizes a current family of active members who has made significant contributions to the success of the CAP missions. Nominations are due to Wing Headquarters by 15 Jan.

59 (Added). Squadron Commander of the Year. This award recognizes the squadron commander who demonstrates exemplary leadership in helping his/her squadron to be highly successful. The award winner is one who exemplifies CAP's core values and servant leadership. Nominations are due to Wing Headquarters by 15 Jan.

60 (Added). Wing Staff Member of the Year. This award is presented to the NM Wing staff member who has contributed most to the success of the New Mexico Wing during the nomination year. Nominations are due to Wing Headquarters by 15 Jan.

61 (Added). Squadron of the Year. This award is made to the New Mexico Wing squadron that has contributed most to the success of CAP's missions. Cadet, Composite or Senior squadrons are eligible for nomination. Nominations are due to Wing Headquarters by 15 Jan.

62 (Added). Most Improved Squadron of the Year. This award is presented to the squadron that has improved its membership status, achievements and has contributed to the missions of CAP during the nomination year. Nominations are due to Wing Headquarters by 15 Jan.

63 (Added). School Enrichment Program (SEP) Squadron of the Year. This group 800 award is presented to the SEP squadron that has demonstrated member achievements and has shown outstanding performance during the nomination year. Group 800 will make their selection by Jan 15. The SEP Squadron of the Year will be Group 800's nomination to wing Squadron of the Year award.

ANNETTE PETERS, Colonel, CAP  
Commander

**ATTACHMENT 1**  
**Compliance Elements**

There are no SUI compliance elements for this publication.