



CAPR 174-1

27 March 2020

APPROVED/G. SCHNEIDER/CAP/LG

Property

PROPERTY MANAGEMENT AND ACCOUNTABILITY

CAPR 174-1, dated 26 December 2012, includes change 1, 30 September 2013; change 2 dated 5 February 2014 and change 3, 20 February 2014 is supplemented as follows:

6-2.a. **Added.** Nothing in this supplement shall be construed so as to negate or supersede any other parts or additional requirements as may be necessitated by CAPR 174-1 Chapter 6 including, but not limited to, NHQ/GC approval under paragraph 6-5.b.

6.2.a.(1) **Added.** Beginning October 1st of each year, concurrent with the real property report survey, units will complete a MEWGF 174-A with required attachments, for any real property for which a coordination package has not previously been prepared and approved.

6-2.a.(2) **Added.** Existing units contemplating relocating or acquiring new real property during the course of the year or newly chartered units shall submit the MEWGF 174-A coordination package, and obtain approval by the Wing commander, prior to occupancy or use of that new real property.

6-2.a.(3) **Added.** Where a real property owner does not require or proffer a lease agreement the unit commander shall use a MEWGF 174-B and obtain the real property owner's signature. Unit commanders are not authorized to sign a MEWGF 174-B, owner provided lease agreement or USACE license in the preparation of the request coordination package.

6-2.a.(4) **Added.** The completed MEWGF 174-A along with signed memoranda of approval by a CAP legal officer and wing commander, required attachments and fully executed use agreement (MEWGF 174-B), Lessor negotiated lease or license shall be uploaded into ORMS Real Property Inventory module within no more than 10 days from execution of agreement, lease or license.

Blain Cote, Col, CAP
Maine Wing Commander

Attachment

There are no compliance elements.