



CIVIL AIR PATROL INSPECTOR GENERAL

IG AUDIENCE

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FORWARD THIS TO ALL UNITS IN YOUR WING!

From Col Cheryl Fielitz-Scarborough, CAP/IG:



There have been many changes and clarifications as to how the IG Corps measures and determines compliance. The IG Corps works **independently and objectively** to determine compliance through both complaint resolution and compliance inspections accomplished at the region, wing and sub-unit levels. We encourage you to read through 20-1, 20-2, and 20-3 to ensure you are up to date with the latest in the IG world. Updated 20-1 and 20-2 will be out before the end of 2020.

When filing a complaint, be sure to read CAPR 20-2 and follow the procedures closely. It will assist you in understanding the process of complaint resolution. Remember, complaints should be dealt with at the lowest level possible.

We hope to have the updated 20-2 entailing the new Complaint Resolution (CR) process published mid to late October. Once the new CR process goes live, all CAPF 20's should be either filed using the online system or emailed to NHQ to the CAP/IGC at mderocher@capnhq.gov. An investigator outside your wing or region will be assigned to ensure objectivity and will alleviate any perception of conflict of interest.

The region compliance inspections started 30 Sept. They are virtual this time around to reflect the Wing and Sub-Unit compliance inspections. These inspections are off to a good start and should be completed by 31 October.

Reminder: When filling a complaint, use the online CAPF 20. CAPF 20 is found at: <https://www.gocivilairpatrol.com/members/cap-national-hq/inspector-general/complaints>. Using the online CAPF 20 is easier and documents get into the hands of the IG much quicker than when a paper form is used. The paper form is still available for use as well.



The Answer to July's Complaint Exercise by Lt Col Preston Perrenot, CAP/IGQ

This is the "answer" to the complaint analysis article from the July 2020 issue of the IG Audience. This was our original complaint:

"I have a cadet abuse complaint against Major Doe. On Saturday, July 12, 20xx was my first CAP flight and the 1st sexual harassment. I was on a plane with Cadet Happy and Major Doe. After the flight, he dropped off Happy and we drove 30 miles back to Buford City. He told me, "You are big for your age." I got the subject changed and talked about my swimming team at the Buford North HS when he said, "I bet you look good in a bathing suit", but then we got home and I got out. Then on July 19 I was alone again on my 2nd O flight. It was a shorter ride home after he dropped off Cadet Happy and the Major said nothing inappropriate and I believe the events of the 12th would not repeat.

Then on the 25th he e-mailed me to tell me what to wear for the promotion board I thought I was having Tuesday at the meeting and he wrote, "You should wear your uniform or a white shirt and black pants which ever you look sexier in."

Then on the 26th was my 3rd flight. I did not think myself in danger and I wanted to learn as much about flying as I could so I rode with Major Doe up to the Buford City Municipal Airport to take up our unit comm.--trailer he towed with the unit's vehicle for the upcoming weekend wing SAR thing. We arrived and he rented an airplane and took me on a flight for an hour and that was fine. We had to wait for a ride home so we got to the trailer for a couple hours and I asked if he wanted to play cards.

He said, "Yes, Strip Poker".

I said, "Let's play gin" and we started to play gin. A little while after he started talking about my looks and said "you could make any man stand at attention". Soon Capt Citizen, Sqdn. CC arrived to take us home. When we got back to his car to take me the rest of the way home he said, "Some day I would like a kiss from you." Of course, I did not and gathered my stuff and ran in the house.

So, we have an adult member making sexual advances towards a cadet, probably a minor. On the surface, it looks like cadet abuse so tell the wing commander to suspend the subject in accordance with CAPR 60-2 and hand over the whole thing to General Counsel, right? Not exactly. We do inform General Counsel, of course but is the immediate suspension required? Let's see what the regulation says...CAPR 60-2, para 4.4 is pretty unambiguous. "Immediately after receiving a report that alleges a reasonable suspicion of sexual, physical, or emotional abuse as described above, the wing commander will confer with the Wing/JA and/or CAP/GC. If legal counsel advises that the allegation does indeed represent a reasonable suspicion of abuse, the unit commander will immediately suspend the suspected member from CAP, in accordance with CAPR 35-1, Assignment and Duty Status, pending

an internal investigation and, if applicable, the completion of a law enforcement investigation. Commanders who fail in this duty will be subject to disciplinary action.”

It also says “suspicion of sexual, physical, or emotional abuse as described above” so what does that say?

CAPR 60-2, para 1.5.2: “Cadet Sexual Abuse. Building upon the definition of “abuse” in the paragraph above, cadet sexual abuse includes:

- 1.5.2.1. all sexual contact between an adult leader and a cadet, regardless of whether there is deception, and regardless of the cadet’s understanding of the activity’s sexual nature;
- 1.5.2.2. sexual contact that is accomplished by force or threat of force, regardless of the age of the participants;
- 1.5.2.3. sexual contact between an older and a younger cadet if there is a significant disparity in age, development, or size, rendering the younger cadet incapable of giving informed consent;
- 1.5.2.4. sexual penetration or sexual touching;
- 1.5.2.5. non-contact sexual acts such as exposure, voyeurism, or indecent video recording or broadcasting;

Uh oh. This regulation talks a lot about physical contact (touching, etc.). There was a lot of communication between the subject and the complainant over multiple incidents but he never touched her, so we do not have sexual abuse here. This does not mean we are done. It just means that an immediate suspension is not required. Let’s frame some allegations.

On or about 12 July 20XX, Maj. Doe made comments of a sexual nature to the complainant while driving her home.

We could make arguments for multiple violations including fraternization but we’re IGs, not lawyers. Stick with the obvious ones.

REGULATION VIOLATED	NUMBER & PARAGRAPH
CONDUCT UNBECOMING A MEMBER OF CAP, To Wit: SEXUAL HARRASMENT	CAPR 35-3, para 4b(2)

We have tied Sexual Harassment into one of the “reasons to terminate CAP Membership” in CAPR 35-3 and have identified the regulation potentially violated (CAPR 20-2).

Now, onto the analysis.

CAPR 20-2, para A2(53) defines Sexual Harassment as: “Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature when submission to the conduct:
53.3. Creates an intimidating, hostile or offensive volunteer work environment;
The subject told the complainant that she was “big for her age” and that she “looked good in a bathing suit.” There is no professional reason for an adult male CAP officer to make such comments to a subordinate female cadet which is why the complainant was made uncomfortable by these statements.
If this allegation were proved to be true, it would violate the CAP regulations.

So, there is our first allegation for the first incident. Are we done? Not quite.

On or about 12 July 20XX, Maj. Doe drove Cadet Jones home without another person present.

REGULATION VIOLATED	NUMBER & PARAGRAPH
VIOLATION OF THE CADET PROTECTION POLICY, To Wit: FAILURE TO ADHERE TO THE “TWO-DEEP” REQUIREMENT	CAPR 60-2, para 2.6.4

CAPR 60-2, para 2.6.4 requires “Two-Deep Leadership.” CAP’s general policy is that every cadet activity must be supervised by at least two adult leaders who are in “Approved” status in eServices.

In her statement, the complainant stated that after dropping off Cadet Happy, the subject drove the complainant 30 miles to her home with just the two of them in the vehicle.

The intent of this requirement is to prevent inappropriate or intimate conversations or contact between adult members and cadets.

There are two different allegations of regulation violations stemming from the same incident. In this case, both of these allegations were analyzed separately.

As you go through the complaint, you will see other incidents that are similar in nature to these two allegations. There was an email from the subject to the complainant in which he told her to wear “something sexy.” Another allegation of Sexual Harassment. Later, during the card game, I counted two statements that could be construed as sexual harassment. In case you missed it, that card game is also a violation of the two-deep rule. Then, on the drive home, he told her he wanted a kiss from her which is, yet another, allegation of sexual harassment. By the way, he violated the two-deep rule again as well.

So, in total, I count four allegations of sexual harassment and three violations of the cadet protection policy. All seven of these allegations need to be analyzed separately because the evidence needs to support each one. I know it’s a lot of work, but we have to make sure that each allegation stands or falls on its own merit.

Thanks for pressing on.

No matter how good you get you can always
get better, and that's the exciting part.

Tiger Woods



More Answers to FAQs
by Col Steve Miller – CAP/IGIA

What is a Repeat Discrepancy?

A “Repeat Discrepancy” is identified when an inspector finds a Discrepancy that was noted on the most recent past inspection.

How should a Repeat Discrepancy be listed on the worksheets and SUI reports?

We have observed an inconsistency in how Repeat Discrepancies are listed on the inspection worksheets and SUI reports. Some worksheets/reports list Repeat Discrepancies as a Discrepancy. Some list them as both a “Discrepancy and a “Repeat Discrepancy”. Others list them a Repeat Discrepancy.

Repeat Discrepancies should be listed only under “Repeats”. They should not be listed under “Discrepancies” because doing so will not allow Repeats to be tracked and scored properly. They should not be listed under Discrepancies and Repeats because that would inflate the number of Discrepancies on the Grade Summary Grid on page six of the report.

A question came up regarding the “demarcation line” between an Inspector Augmentee’s opinion and CAP Regulations.

As the managers of the inspections program, we have attempted to have straight forward questions, straight forward ways of showing what’s needed to verify compliance for each question, and straight forward ways to close any discrepancies.

An inspector’s job is to determine compliance. We as inspectors are looking for whether or not the unit did what the regulations require. The answers for each inspection question will be either “Yes”, “No”, “Repeat” or “N/A”. Inspectors don’t grade the how well something is done. They grade (with a Yes, No, Repeat or N/A) whether it was done. An inspector’s opinion of how well something was done should have no bearing on if it was done or not. Inspectors are to be objective. How well something is done is subjective and thus a command issue.

Inspectors must be reasonable in their evaluation of a unit’s answer to a worksheet question. It may be the unit’s person did not fully understand what was needed to prove the regulation was being followed. At that point the inspector should work with the unit’s person and go over the “How to verify compliance” column of the worksheet.

A Comment Regarding Observations (formerly Areas of Concern (AOC))

““I would like to see Observations come back. Example a 2 Lt has been in a specialty track for 5 years and yet does not even have a Technician level. We push our cadets to move on - same should be with Seniors.” PDO should be doing this but maybe this can give some teeth to that.”

The primary reason for inserting an Observation into a SUI report is found in the actual definition of Observation from CAPR 20-3 (Attachment 2): “A special inspection report entry the inspectors can use to pass on information that may be useful to the inspected unit but doesn’t rise to the level of a Commendable or a Discrepancy”. If you see something that is not quite a discrepancy or a commendable but could, over time develop into one, including an Observation would be the way to communicate that to the unit. In the example above the comment being made by the inspector does not focus on any particular inspection question regarding Professional Development. Rather, it would be something you should verbally discuss with the PDO and/or the Commander but doesn’t have a place in the report.



The Changing Face of IG Training

by Col Ed Burns, CAP/IGT

It has been a very difficult year for in-residence training and it appears that it won't be changing for the immediate future. We are in the process of changing all of our courses to online.

In order to accomplish that we will have to add quite a bit more course work that can be done by the student without an active instructor. The content of the courses will be more in line with the procedures in place today for both CR and inspections and will follow the specialty track path the member has chosen to follow.

The former IG Senior Course, normally a 2-day in-residence course will be replaced by the ***Advanced CR*** course. It will cover ***only*** CR and will concentrate on the investigation. The Investigative Officer course will be enhanced and cover up to the Complaint Analysis. Anyone wishing to take the new Advanced CR course will unfortunately have to re-take the Investigative Officer Course in order to learn how to complete a Complaint Analysis. Completion of the Advanced CR course will be a prerequisite for anyone enrolled in the CR path to attend the ***annual*** IG College when it is presented in 2021 and beyond.

If you have chosen the Inspection path for your specialization you must successfully complete the Advanced Inspections course. This will be offered as an online course and is primarily aimed at the Inspection Augmentee who desires to become eligible as a SUI Team Chief. It is a scenario-based course concentrating mostly on the planning, management and follow-up that occurs during a SUI.

The IG College (IGC) will remain as the terminal course for anyone seeking a Master IG specialty track rating and will be offered annually and consist of a series of webinars as pre-course work and a live online component. There will be both a CR and an Inspection component to the IGC. Successful completion of the IGC will make the student ***eligible*** to be evaluated as a NCRO or a NCIO.



Did You Hear?

- Since July the Wing-Level Compliance Inspection Teams have been conducting ‘virtual inspections’ due to Covid-19 travel restrictions. With the phenomenal cooperation afforded by all inspected units to date we have been able to accomplish the inspections on time. Kudos to all of the wing aircraft photographers who were able to upload the 40 photos for each aircraft being ‘virtually’ inspected!
- The revised CAPP 40-20, *IG Specialty Track* is planned to be released at the same time as the new CAPR 20-1 and CAPR 20-2. The revision lays out the requirements for each specialty track rating commensurate with the planned changes to the IG organization.
- Remember that you can obtain Annual Refresher credit by successfully completing ALL four quizzes from *The Audience!* Other opportunities that are available to obtain credit during a calendar year are by:
 - Successfully completing any IG course in LMS/AXIS (automatically granted)
 - Attending an IG Summit at the wing/region/national level (sign in sheet must be forwarded to igt@capnhq.gov by Wing/Region IG)
 - Attending a learning lab at a national conference (Sign in sheet collected at conference)
- Region/Wing IGs who may be looking for topics to present at their conferences should feel free in contacting igt@capnhq.gov . There are presentations sitting in the archives which have been used in the past and might just fit your needs without having to totally reinvent the wheel.
- As for your IG Summits, don’t forget that the NHQ IG Staff is ready and willing to make a presentation or just field questions from your staffs. Just give us a heads up so we can schedule the correct individuals to assist you. During this time when there are so many changes taking place in both CR and Inspections, you might as well hear it first hand from those responsible for those areas.
- The IG presentation at the virtual National Conference in August drew 180 participants! News about changes to the Complaint Resolution side of the house, Inspections and future training plans were topics discussed during the presentations. For those who remained logged into the entire session, Annual Refresher Training credit was awarded.

From the Editor

- I highly encourage anyone to submit an article for publication in *The Audience*. Articles should be on a topic related to the IG function at any level. Each month we gather topics that are submitted by readers via the Survey many of you fill out each quarter. Maybe someone really has built a better mousetrap and would be willing to share his/her success story. Maybe you just have a burning question that needs to be answered – and you have that answer. At any rate we welcome your input.
- Too many times we don't receive any survey input from our readers. The surveys are important to us and they are read by members of the IG Staff. We depend on your thoughts so we can deliver an informational newsletter each quarter. Please take an extra few moments and provide us with constructive insight.
- A topic near and dear to every IG's heart is *interviewing*. The how's and why's when put together correctly can spell the difference between a successful interview or not. In the coming issues of *The Audience* we will begin exploring this topic in more detail. As a start I invite you to read an article at: <https://dynamicsofwriting.com/2018/09/11/5-simple-things-bob-woodward-does-in-his-interviewing-that-you-can-do-too/> . While not specific to IG work, the field of investigative reporting does have its similarities.

Continuous self-improvement means the continuous upgrading of your skills, constant training, continuous learning, and always moving ahead.

Brian Tracy



Stay Tuned!

- **INVESTIGATIVE OFFICER COURSE**

This basic course is being totally restructured due to the changes that are forthcoming for Complaint Resolution processes and is currently undergoing staff evaluation. This revised course will carry a student from the basics through completion of a Complaint Analysis.

- **ADVANCED INSPECTION COURSE**

This will be a required course for those assuming the role of Team Chief for Sub-Unit Compliance Inspections. It will also be a prerequisite for those attending the IG College in the Inspection track and will satisfy the academic requirement for the Senior rating.

- **ADVANCED INVESTIGATION COURSE**

This course is in development and will replace the former IG Senior Course. It will be offered as an online course and will deal 100% with investigations. It will be a prerequisite for anyone attending the IG College following the CR track and will satisfy the academic requirement for the Senior rating.

- **IG COLLEGE**

Going forward the IG College will be an annual offering with dual curricula. One for Complaint Resolution leading to eligibility for being appointed as a NCRO. The other will be for Inspections leading to eligibility for being appointed as a NCIO. It will involve a series of webinars and two days of intense training in either CR or Inspections. This course will satisfy the academic requirement for the Master rating.



Upcoming Inspector General Training

November 2020

- Planned date for the new Investigation Officer Course to go live online. This course will be required for anyone who will be taking the Advanced CR Course.
- There will be an IG Summit in conjunction with the CA Wing Conference on 15 November 2020 from 1100-1500 (PT). Contact Lt Col Jim Anderson, PR/IG for more information at janderson@cap.gov.

December 2020

Planned date by which both the Advanced Complaint Resolution (CR) and the Advanced Inspections courses will go live online. These courses will replace the former IG Senior Course. Either one of these courses will be a prerequisite for attending the **annual** IG College starting in 2021.

Being a student is easy.
Learning requires actual work.

William Crawford
Secretary of War 1816



Upcoming Compliance Inspections At The Wing Level

Note: These dates have been altered due to the Corona Virus shutdowns. These dates are tentative pending announcements of any new lock-downs.

WING	CI DATES	CYCLE/INSP#
NC	7-8 Nov 20	5-51
MS	5-6 Dec 20	5-52
AZ	9-10 Jan 21	6-1
SC	1-2 Feb 21	6-2

LMS/AXIS - IG Point of Contact

**LEARNING MANAGEMENT SYSTEMS and AXIS COORDINATOR
FOR IG COURSES IS COL ED BURNS at igt@capnhq.gov**

Contact me if you notice any discrepancies/issues with the IG course materials in LMS or AXIS. We are in the process of moving all IG courses from LMS to AXIS.

We want to take this opportunity to wish that all of our readers are and continue to be safe and well during this pandemic. Please follow all of the directives being issued by federal, state and local authorities. This occurrence is something many of us have never encountered and our lives have been turned upside down. If you have an opportunity, give a big shout out to our medical professionals and first responders. We look forward to publishing our next edition in January 2021.