



Certified on _____ by _____

WISCONSIN WING HEADQUARTERS
CIVIL AIR PATROL
SUPPLEMENT TO CAP REGULATION 39-3
22 FEBRUARY 2010
Personnel - General
AWARD OF CAP MEDALS, RIBBONS, AND CERTIFICATES

This regulation supplement prescribes additional procedures in effect for all Wisconsin Wing CAP units. Full understanding of this supplement may only be obtained by reading it in conjunction with the related paragraphs of CAPR 39-3 and any interim letter changes. This supplement is in accordance with CAPR 39-3.

SUMMARY OF CHANGES.

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CAPR 39-3, 22 February 2010, is supplemented as follows:

SECTION B DECORATIONS

12. Award Elements

c. Award elements consist of:

(2) The Unit Citation Ribbon may be worn permanently by all individuals who were members of the unit during any portion of the period of time shown in the National Headquarters Personnel Action announcing the award. New members who join after the period of time specified for the award are not eligible to wear the Unit Citation Ribbon previously awarded. Unit awards are intended to be worn by members of the unit who were assigned during the period specified in the award. "Allowing" new members to wear the award "temporarily" while assigned to the unit is not in accordance with the intent of paragraph 5 of CAPR 39-3.

SECTION F-ACTIVITY AND SERVICE RIBBONS AND BADGES

18. Authority to Award Ribbons:

b. In accordance with paragraph 18b, Commanders are authorized to award all of the Activity and Service ribbons, badges and clasps Under CAPR 39-3, Section F., Paragraph 18, 19, And 21 WITH THE EXCEPTION OF THE CADET ADVISORY COUNCIL RIBBON. CAPR 52-16 PARA 3-8, sub advises the echelon's director will be the approving authority. In WIWG that is the Wing Commander.

20. Criteria for Award of Activity Ribbon:

- a. International Air Cadet Exchange Ribbon
- b. National Cadet Competition Ribbon
- c. National Color Guard Competition Ribbon
- d. Cadet Special Activity Ribbon
- e. Encampment Ribbon

21. Criteria for Award of Service Ribbon:

- a. Red Service Ribbon
- b. Air Search and Rescue Ribbon
- c. Search "Find" Ribbon

- d. Counter drug Ribbon
- e. Disaster Relief Ribbon
- f. Disaster Relief Ribbon with "V" device
- g. Cadet Orientation Pilot Ribbon
- h. Cadet Community Service Ribbon
- i. Recruiter Ribbon

22. Administrative Procedures for Award of Activity and Service Ribbons and Badges.

For activity and service ribbons and badges not listed, units forward two copies of CAP Form 2a bearing the unit commander's signature to wing headquarters. Upon approval, wing headquarters will return one copy to the unit.

SECTION G-SPECIAL AWARDS AND HONORS:

23. Senior of the Year:

e. Unit Commanders will submit their best-qualified members as nominees whether or not they meet the criteria established for National recognition in Paragraph 2.a.

24. Cadet of the Year:

f. (Added) Wisconsin Wing Cadet NCO of the Year Award:

a) An annual award is to recognize a junior cadet in the Wing for their contributions to their unit and Wisconsin Wing. To be eligible for this award, the cadet must meet the following minimum criteria:

(1) The cadet must have been a member of Wisconsin Wing for at least four months for the calendar year he/she is being nominated for. He/she must have been a member of CAP for 10 months and have earned the Wright Brothers Award. He/she may not have received the Billy Mitchell award prior to 1 December.

(2) Demonstrated outstanding leadership in CAP

(3) Award: The recipient will receive a Commander's Commendation Award and Plaque at the WI Wing Conference recognizing their service and achievements.

(4) Procedure: To nominate a cadet, write a letter on squadron letterhead providing justification as to why the cadet being nominated is deserving of this award. Please include the cadet's full name, grade, and CAP ID number. A photo of the cadet in uniform is not required, but highly recommended. Nominations must be received at Wing Headquarters by 15 January. Please limit the nomination to two pages.

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Commander
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