



**HEADQUARTERS
CIVIL AIR PATROL NORTH CAROLINA WING
UNITED STATE AIR FORCE AUXILIARY**
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20 October 2018

MEMORANDUM FOR NCWG ENCAMPMENT CADET AND SENIOR STAFF

FROM: ENCAMPMENT COMMANDER

SUBJECT: Encampment Chain of Command

1. This memorandum provides clarification and guidance to staff members regarding the chain of command at NCWG encampment. It is essential that all cadet and senior staff members have a thorough understanding of the information in this memorandum. The content of this memorandum is in the NCWG Encampment Training Guide (ETG). Of particular importance is the information in paragraph 6, of this memorandum.
2. The *chain of command* provides the control and communications necessary to accomplish the encampment mission. Each level in the *chain* is responsible for a lower level and is accountable to all higher levels. The *chain* cannot work without loyalty to every level. With loyalty up and down the *chain*, it is a highly efficient and effective system for getting things done. The key principle is to resolve problems and seek answers at the lowest possible level.
3. All services of the United States military are arranged organizationally to follow this single *chain of command* concept. This concept provides a clear structure for orders to flow from the highest levels of the military to the junior ranking soldier, sailor, airman, and marine. Just as important, this same concept allows information, ideas, and complaints to flow upwards from the junior person to the highest levels.
4. The Civil Air Patrol models its organizational structure after the USAF *chain of command* with the same *chain of command* concept.
5. In the encampment environment, cadet staff and senior staff members have their own separate chains of command. The inherent supervisory responsibility of senior staff members can sometimes blur the ability to follow the chain of command strictly. While we make every effort to follow the chain of command to the best of our abilities, all senior and cadet staff must understand the very important concept that follows.
6. At encampment, and throughout CAP, *all* senior members are “senior” to *all* cadets! Cadet staff members and student cadets *will* carry out directives/orders given by a senior staff member. Cadet staff members and student cadets *do not* have the option of ignoring or disregarding a directive/order from a senior staff member unless following the directive will create an immediate safety issue. Any discussions regarding perceived violations of the chain of command will occur *after* the directive has been carried out.

A handwritten signature in black ink that reads "Brendan P. Kearns".

BRENDAN P. KEARNS, MAJ, CAP
Encampment Commander