



**HEADQUARTERS  
CIVIL AIR PATROL NORTH CAROLINA WING  
UNITED STATE AIR FORCE AUXILIARY**  
PO BOX 2082  
Burlington NC 27516-2082



20 October 2018

**MEMORANDUM FOR NCWG ENCAMPMENT CADET STAFF APPLICANTS**

**FROM: ENCAMPMENT COMMANDER**

**SUBJECT: Visits to the North Carolina Wing Encampment**

1. Basic Encampment is one of the most important activities in a cadet's CAP career. In order to ensure the best possible training environment for all attendees, it is critical that the Encampment Staff members have every opportunity to remain on schedule in order to complete the rigorous curriculum set forth by CAP National Headquarters.
2. For this reason, I am directing, as Encampment Commander, that visitation to encampment be limited for safety reasons and due to the intense training environment and the fast-paced, rigorous schedule supervised by a limited staff.
3. Visitors will be limited to:
  - a. CAP Middle East Region Commander and/or designee(s).
  - b. CAP North Carolina Wing Commander and/or designee(s).
  - c. CAP-USAF Middle East Region Liaison Office Commander and/or designee(s).
  - d. USAF Reservists serving as CAP-USAF Liaison Officers visiting the encampment at the direction of the Rocky Mountain Region Liaison Office.
  - e. Personnel and contractors authorized access to the Stanley County ANGB property by USAF/NCANG.
  - f. CAP members or military personnel designated as instructors, support staff, or project officers for encampment activities and not designated as full-time encampment staff members.
4. Any other CAP member with a legitimate and extraordinary reason for visiting the North Carolina Wing Encampment at the Stanley County Air National Guard Base must contact me at [bkearns@ncwgcap.org](mailto:bkearns@ncwgcap.org) to schedule and obtain approval for any such visit. No other encampment senior staff members or cadet staff members are authorized to approve visits without my specific approval for each request.

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

**BRENDAN P. KEARNS, MAJ, CAP**  
Encampment Commander