



OFFICE OF THE NATIONAL COMMANDER  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
MAXWELL AIR FORCE BASE, ALABAMA 36112-6332

15 April 2013

MEMORANDUM FOR ALL CAP MEMBERS

FROM: CAP/CC

SUBJECT: Nondiscrimination

1. Civil Air Patrol is committed to equality of opportunity in offering access to its educational and operational programs and activities. Nondiscrimination and diversity are critical to our success as an organization.
2. CAP provides an inclusive and welcoming environment for all members and ensures that educational, membership and operational decisions are based on each individual's abilities and qualifications. Consistent with this practice, and applicable laws, it is CAP policy not to discriminate in offering access to its programs and activities, or with respect to membership terms and conditions, on the basis of race, sex, age, color, religion, national origin, or disability. This policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.
3. Commanders at all levels are responsible for ensuring that members under their command are aware of and adhere to CAP's nondiscrimination policy.
4. Allegations of violations of the CAP Nondiscrimination Policy will be sent to the Equal Opportunity Officer (EOO), Lt Col Walter Vertreace, or the National Headquarters Equal Opportunity Administrator (EOA), Mr. Gerry Rosenzweig. Submission of allegations and/or complaints directly to the CAP/EOO or EOA will not be considered a violation of the chain of command.
  - a. Those wishing to submit a discrimination complaint should review CAPR 36-2 for procedures and guidance. Additional guidance may also be obtained by contacting the EOO or EOA.
  - b. The CAP/EOO can be contacted at [wvertreace@comcast.net](mailto:wvertreace@comcast.net), (267) 971-9442, or by writing to Equal Opportunity Officer, 105 South Hansell Street, Maxwell AFB, AL 36112.
  - c. The CAP/EOA can be contacted at [grosenzweig@capnhq.gov](mailto:grosenzweig@capnhq.gov), (877) 227-9142 ext. 228, or by writing to CAP/EXS; 105 South Hansell Street; Maxwell AFB, AL 36112.
5. Any questions concerning this policy should be directed to the CAP/EOO or EOA.

A handwritten signature in black ink that reads "Charles L. Carr, Jr.".

CHARLES L. CARR, JR.  
Major General, CAP  
Commander