



HEADQUARTERS
CIVIL AIR PATROL NEW YORK WING
UNITED STATES AIR FORCE AUXILIARY
WESTCHESTER COUNTY AIRPORT - 24 LOOP ROAD, BLDG 1
WHITE PLAINS NY 10604-1218
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DATE: 22 January 2016

MEMORANDUM FOR ALL CAP NEW YORK WING MEMBERS

FROM: Commander, New York Wing

SUBJECT: Nondiscrimination Policy

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. Submission of allegations and/or complaints directly to the CAP/EOO 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.
 - b. The CAP/EOO can be contacted at wvertreace@comcast.net, (267) 971-9442, or by writing to Equal Opportunity Officer, 105 South Hansell Street, Maxwell AFB, AL 36112.
5. Any questions concerning this policy should be directed to the CAP/EOO.

6. A copy of this memorandum shall be posted at each unit (Wing/Group/Squadron meeting location).
7. A documentation sheet (attached) will be used for CAP Senior Members to acknowledge that they have read this memorandum.



Steven J. Perta, Col., CAP
Commander, New York Wing
Civil Air Patrol, USAF Auxiliary

Attachment: Documentation Sheet

