



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
Tel: 914-683-1000 Fax: 914-683-1005



16 February 2015

CAPR62-2 Dated 20 May 2014 Paragraph 3 requires wings to develop local internal mishap-reporting and publish a letter to ensure that the region/wing commander and respective safety officers are promptly notified of all mishaps within the region/wing.

Mishap notification will immediately be made to NY Wing via telephone. Leaving a message is not satisfactory; the reporting member will telephone each of the following NY Wing staff members in order until one of them is reached.

- (1) Wing Director of Safety: Lt Col Sean Neal, 203-733-5337 (cell), 518-634-7811 (Home)
- (2) Wing Assistant Safety Officer: Major Pete Moreau, 585-461-4664 (home); 585-233-9998 (cell)
- (3) Wing Director of Operations: Lt Col Bill Hughes, 315-524-7802 (home); 585-738-7148 (cell)
- (4) Wing Commander: Col Steven Perta, 315-723-6384 (cell), 315-336-0210 (home)
- (5) NY Wing Commander or Commander's Representative will notify NER Commander and National Operations Center.
- (6) If the mishap involves "death, bodily injury accident, or major damage" and the reporting member is unable to reach any of the above wing staff, the member will immediately contact the CAP National Operations Center (NOC) at 888-211-1812, Ext 300, (24 hrs/day) the number given in CAPR 62-2.

In addition, NYW requires that the following material be present in the binder for each Corporate vehicle and aircraft:

- NY MV-104 available at: <http://www.dmv.ny.gov/forms.htm> (applies to vehicles only)
- A current copy of CAPR 62-2
- A current copy of any NER letter/supplement to CAPR 62-2
- A copy of this NYW Letter

A handwritten signature in black ink that reads "Steven J. Perta".

STEVEN J. PERTA, Col, CAP
Commander