



## NATIONAL HEADQUARTERS CIVIL AIR PATROL

### CAP REGULATION 110-3

25 JANUARY 2021

#### History

### CIVIL AIR PATROL HERALDRY PROGRAM

This regulation prescribes the procedures and standards for creating and approving region, wing, group, and squadron emblems and patches. Commanders have the overall responsibility for compliance with the procedures outlined in this regulation. This regulation is applicable to all CAP regions, wings, groups, and squadrons.

#### SUMMARY OF CHANGES.

This document is the initial regulation establishing procedures and standards for the CAP Heraldry Program. It does not replace any previous regulation.

**1. Purpose of Civil Air Patrol Heraldry.** Organizations need visible, enduring symbols in the form of emblems to promote esprit de corps, morale, and a sense of heritage. CAP heraldry meets this need only when emblems are designed to uniform standards and are not readily changed.

**2. Eligibility for Official Emblems and Mottoes. – Squadrons.** CAP chartered organizations at the squadron level may have emblems and mottoes. Squadron emblems will be displayed on disks. If a squadron uses or displays an emblem or motto in any format or manner, the squadron commander must submit it to the wing commander, (through the group commander, if applicable) followed by the region commander, for approval. The group, wing, or region commander may return the emblem for corrections before approving. To ensure that the unit emblem meets the standards of this publication, the Senior Manager of the Heraldry Division on the National History Staff should be consulted by emblem design teams at any level. Once approved by the region commander, the unit may produce the emblem in embroidered form, with a copy sent to the wing commander and a copy to the National Historian for reference and archival purposes. See paragraph 6 and 7 below for heraldic standards that must be followed.

**3. Eligibility for Official Emblems and Mottoes. – Groups.** CAP chartered organizations at the group level may have emblems and mottoes. Group emblems will be displayed on shields. If a group uses or displays an emblem or motto in any format or manner, the group commander must submit it to the wing commander, followed by the region commander, for approval. The wing commander or region commander may return the emblem for corrections before approving. Once approved by the region commander, the unit may produce the emblem in embroidered form, with a copy sent to the wing commander and a copy to the National Historian for reference and archival purposes. See paragraph 5 and 7 below for heraldic standards that

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must be followed.

**4. Eligibility for Official Emblems and Mottoes. – Wings and Regions.** CAP chartered organizations at the wing level may have emblems and mottoes. CAP Regions may have emblems. Wing and Region emblems are displayed on shields. Wing commanders send proposed emblems to the region commander for approval. Region commanders may return the emblem for corrections before approving. The region commander sends the proposed emblem or motto (patch, insignia, etc.) to the Chair of the National Uniform Committee (NUC), and from there the heraldry review is embedded in the process. If the NUC does not accept the proposal, the Chair will return it to the submitting region commander for revision, explaining why it was not accepted. If the NUC accepts the proposal, the Chair will forward it to the Senior Manager of Heraldry for review and recommendation to the Chair of the NUC for consideration at the next NUC meeting. Recommendations for approval of wing and region emblems are forwarded to the National Commander, who is the approval authority for wing and region emblems. Once approved, wing and region commanders may produce the emblem in embroidered form, with a copy sent to the National Historian for reference and archival purposes. See paragraph 7 below for heraldic standards which must be followed.

**5. Standardized Heraldry for CAP Regions, Wings, and Groups.** National, region, wing, and group emblems are displayed on shields (see figure 1). Regions, wings and groups will generally have their name (“Southeast Region” or “Maine Wing”) displayed in the scroll beneath the shield. Alternatively, wings and groups may display a motto in the scroll, if the identity of the organization is made apparent by the emblem elements (only one scroll may be used on shield designs). The chosen scroll wording must be depicted consistently in all reproductions of the emblem. Text on the scroll for shields may not exceed 36 characters and spaces.

**6. Standardized Heraldry for CAP Squadrons.** Squadron emblems are displayed on discs (see figure 2).

6.1. A squadron with a motto has two scrolls. Display the unit's motto on a scroll above the disc and the unit's name in a scroll below the disc.

6.2. If a squadron has no motto, display the unit's name in a single scroll below the disc.

6.3. Squadron names and mottoes may not exceed 30 characters and spaces. Scrolls are generally 90, 120, or 150-degree arcs to accommodate the characters. If two scrolls are used, they will be the same size.

6.4. Squadron designation should include full name and type of unit, i.e., “Maxwell Air Force Base Composite Squadron.” However, unit names too long for the space allotted may be shortened, i.e., “Maxwell AFB Comp Sq.” Additionally, if abbreviations are required to shorten the name, only the following standard abbreviations for type of unit will be used: Comp Sq, Cdt Sq, Sr Sq, Gp.

6.5. Previously approved emblems and mottoes that do not meet the requirements of this regulation do not need to be revised immediately. Modifications to existing emblems and mottoes must be updated prior to the next production of the item.

**7. Heraldic Standards for all CAP emblem designs and mottoes (region, wing, group, squadron).**

7.1. Emblem designs and mottoes must reflect favorably on Civil Air Patrol and the United States Air Force; be original, distinctive, dignified, and in good taste; and be non-controversial.

7.2. Organizations without an approved emblem may submit their own design proposal through channels as described in Section 2. Organizations at all levels are strongly encouraged to request advice on heraldic composition from the Senior Manager of Heraldry on the National History Staff. Organizations that wish to inquire about an approved emblem, should contact their wing history office. Seeking assistance early will help avoid delays.

7.3. Design Element Instructions: Keep in mind the purpose of Civil Air Patrol and Air Force heraldry as stated in the opening paragraph:

7.3.1. Use accepted heraldic symbols or stylized elements. See Attachment 1, References, for further guidance.

7.3.2. Keep emblem design uncluttered and as simple as possible. A simple, clean design is much easier to reproduce as a patch, letterhead, or other rendition.

7.3.3. All symbols and elements must be placed within the parameters of the disc or shield.

7.3.4. Do not exceed three elements (see definition of element in Attachment 1).

7.3.5. Do not include symbols or caricatures associated with foreign nations, extremist groups, or games of chance. If a globe element depicts landmasses, the landmasses must be unrecognizable unless North America is prominently displayed at center. A globe element may not depict both gridlines and landmasses.

7.3.6. Do not duplicate the Air Force symbol, existing emblems, military occupational badges, CAP specialty badges, military or CAP qualification badges (or other types of badges). Do not depict undifferenced flags of any kind. CAP organizations may incorporate into their own emblems one element common to their parent organization.

7.3.7. Unless there are justifiable identity reasons, do not include emblems that represent instruments of war (i.e., rockets, missiles, attack or fighter aircraft, battle-axes, maces, arrows, spears, knifes, swords, fasces, suits or parts of armor, eagles in attack mode, etc.). Justifiable identity reasons could include using an arrowhead for

“Lake Arrowhead Composite Squadron,” or a suit of armor for “Armorville Cadet Squadron,” as examples. Units that trace their lineage to historic costal patrol bases may have a justifiable reason to incorporate original design elements from the costal patrol base emblem or patch, which might include instruments of war. Exceptions such as those must be thoroughly explained in the design submission.

7.3.8. Unless there are justifiable identity reasons, do not include emblems of royalty or nobility, such as crowns, scepters, castles, etc. (Justifiable identity reasons could include designs for “Crown City Senior Squadron,” or “Castletown Cadet Squadron,” as examples. Exceptions such as those must be thoroughly explained in the design submission).

7.3.9. Do not include numbers or text on the design outside of the scroll(s). Numerals may be used if incorporated into the design, but not as text. Do not depict symbols of a gruesome or morbid nature, gambling devices, cartoon-like characters, recognizable aircraft (stylized aircraft are permissible).

7.3.10. Do not violate trademark or copyright laws.

7.3.11. Do not include very small detail features and accent lines which would be difficult to reproduce or embroider on small emblem reproductions.

7.3.12. Face horizontal elements to the bearer’s right side (Dexter), which in heraldry is the position of honor (see Figures 1 and 2).

7.3.13. Do not duplicate existing insignia of past or present military units or organizations. In instances where squadrons have developed relationships with active, Reserve or National Guard units, and where permission has been granted to incorporate heraldic elements from the military unit insignia, a copy of the authorization letter must accompany the proposal. Also, the design must be heraldically “differenced” to show that the design has not been copied verbatim. (The Senior Manager of the Heraldry Division may be consulted for further explanation as to differencing).

7.3.14. The CAP logo may be, but is not required to be, incorporated in the design. The former Civil Air Patrol Emblem, as defined in CAPR 900-2, may not be used. However, the former CAP roundel, consisting of the former CAP emblem minus the text and the red stripe, may be used to honor CAP heritage.

#### 7. 4. Mottoes:

7.4.1. Mottoes are a simple phrase of meaningful words reflecting the vision or heritage of the organization. A unit may adopt a nickname as a motto, if in good taste.

7.4.2. Do not use functional words that repeat the organization's designation, e.g.,

“Cadet” in the motto of a cadet squadron.

7.4.3. Do not use punctuation such as dashes, dots, commas, explanation marks or quotation marks in the motto. Apostrophes for possessive words are permitted.

7.4.4. Do not use acronyms, abbreviations, or numerals unless space considerations require.

7.4.5. Mottoes in English are preferred, but if in a language other than English, provide an English translation in the request for approval. The originating organization is solely and completely responsible for the accuracy of the translation.

#### 7.5. Colors:

7.5.1. Do not use metallic colors, glitz, highlights, dilution, shading, or other special effects.

7.5.2. Do not use more than six colors; black and white included.

7.5.3. Follow the heraldic “rule of tincture,” meaning that colors must be placed over metals, or metals placed over colors, with no colors over colors or metals over metals. (Colors are red, blue, black, green, orange, brown, purple, etc. Metals are silver, gold, and representations of silver and gold, including white, gray, yellow). Note that there are limited and specific exceptions to the rule of tincture. The Senior Manager for Heraldry may be consulted for use of and exceptions to the rule of tincture.

7.5.4. Use the official Civil Air Patrol colors and metals (whenever possible): Ultramarine Blue (Pantone Reflex Blue C), Silver Gray (Pantone 422 C), Pimento Red (Pantone 200 C), and Air Force Yellow (Pantone 116 C). See the CAPR 150-2 Brand Identity Program for more details. Use Air Force Yellow (Pantone 116 C) on the border of a shield.

7.5.5. Group and higher scrolls incorporate a white field (background), edged in Air Force Yellow (Pantone 116 C) with Ultramarine Blue (Pantone Reflex Blue C) lettering. Squadron scrolls may be any color, as long as the overall design has six or fewer colors, border of disc and scroll is not white, the border of the disc and scroll are the same color as the lettering, and chosen color scheme provides contrast (one light color, one dark color) for easy readability of scroll text.

7.5.6. For additional guidance on emblem submission, designs, and colors, contact the CAP Senior Manager of Heraldry on the National History Staff.

### **8. Processing Heraldry Requests (wings and regions).** Submit request for review as outlined in paragraphs 2, 3, and 4 of this regulation, as appropriate.

8.1. Requests for a new emblem or to modify an approved emblem must include a letter signed by the wing or region commander justifying the requested action(s), including what is to appear in the scroll(s); and an attachment to the letter explaining the symbolism of the new emblem. See sample at Figure 1.

8.2. Provide a color representation of the design proposal or another suitable electronic format. The scroll(s) need not be filled in. In lieu of submitting a design proposal, the unit may instead request design assistance from the CAP Senior Manager of Heraldry on the National History Staff in the development of sketch options for the commander's review and acceptance based on mission and functional statements (to be included with the request letter).

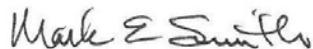
8.3. Include a statement of significance of the elements and colors in the design proposal.

8.4. The wing or region correspondence forwarding the proposal should provide a point of contact (name, phone number, email address and/or fax number) authorized to approve minor changes during emblem processing.

8.5. Emblem proposal packages should be devoid of extraneous materials (i.e., duplicate copies of the design proposal, internal command staff summary sheets, unit's lineage and honors history, etc.). When submitting by e-mail, enter a clear title in the subject of the message, e.g., Emblem Request Package for XXXXXX Squadron.

8.6. Wings and regions must receive the approved emblem package from the approving authority (region or national commander) before using the emblem. Request of a patch prototype for quality review prior to reproduction is recommended.

8.7. If an emblem or motto is disapproved at any level, it will be returned through channels to the originator for correction and resubmission through channels.



Mark E. Smith  
Major General, CAP  
Commander

**Figure 1. Shield Design Format and Example of Emblem for Groups and Above (All Flag Bearing Organizations).**

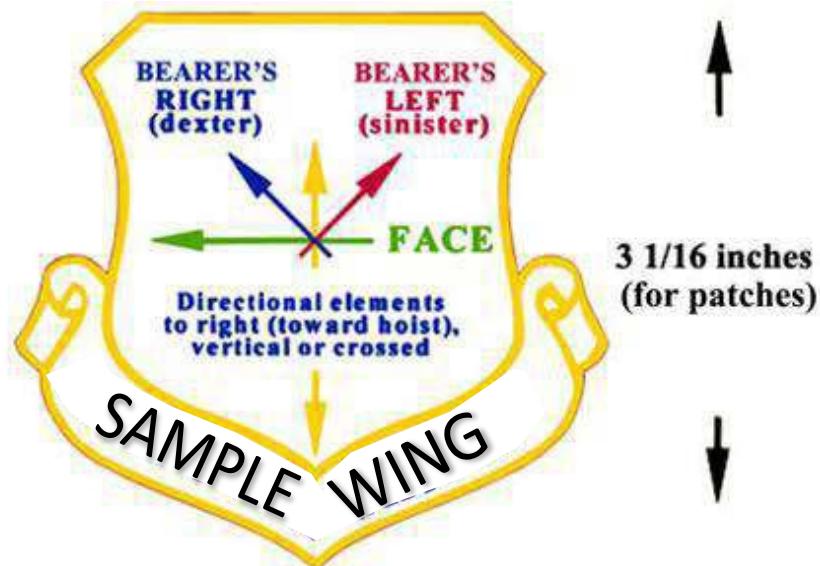
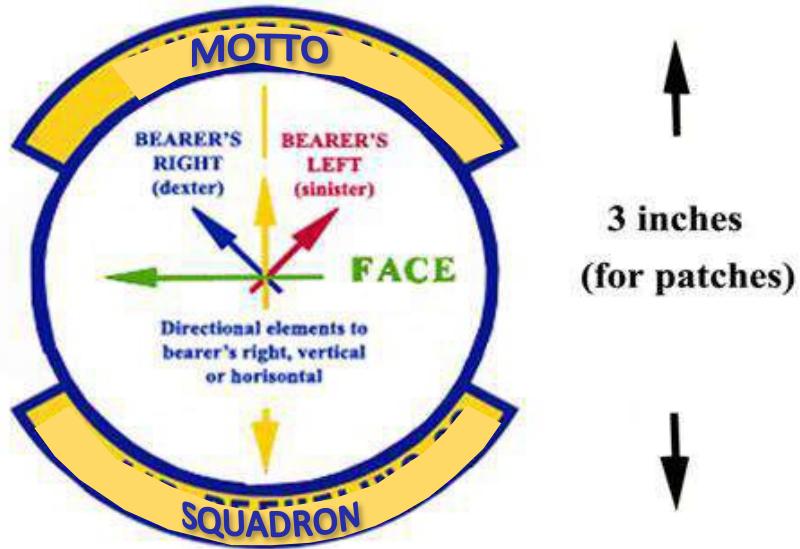


Figure 2. Disc Design Format and Sample Emblem for Squadrons and Equivalents.



For a unit's scroll (s), use any color as long as the overall design has six or fewer colors and the border of the disc and scroll (s) are the same color as the letters on the scroll.



Sample - actual size

**Figure 3. Description/Symbolism Emblem Example.**



### **Symbolism**

The Arkansas Wing shield (approved May 2020) contains the following symbolism:

**Arkansas River:** A broad blue bar runs from the top left to the bottom right of the shield. The bar represents the Arkansas River, a major tributary which flows across the entire state from the Ozark Plateau highlands in the northwest to the Mississippi Delta plains in the southeast, where it joins the Mississippi River. Its prominence in the physical geography of the state is represented by its placement on the shield.

The wing's first major mission occurred with the Arkansas River Floods of 1943. During this event, the wing performed a wide range of tasks including carrying U.S. mail, spotting people stranded by the floodwaters, and conducting aerial photography. Disaster patrolling levees from the air and on the ground, transporting critical parts and personnel response remain major components of Arkansas Wing operations, with the wing recently supporting the state during the historical Arkansas River flooding that occurred May/June 2019.

**Diamonds:** Arkansas is home to the only active diamond mine in the United States and contains the only publicly accessible diamond field in the world at Crater of Diamonds State Park. For many years, it was the only known source of diamonds in the United States, and this is represented by the prominent diamond in the state flag. For this reason, the diamond is a well-known symbol for the state, and is the state gemstone.

The broad blue bar representing the Arkansas River, contains three silver diamond shapes evenly spaced. These diamonds, referred to as a "lozenge" in heraldry, carry several meanings:

- The diamond is the state gemstone of Arkansas, with legislation Act 128 in 1967.

- There are three diamonds, representing:
  - The three missions of Civil Air Patrol
  - Arkansas is the third state by charter number (03), which is still represented in our wing call signs for aircraft and vehicles.
  - In the state's own history, Arkansas was the third state created from the Louisiana Purchase, and three nations ruled over Arkansas before it achieved statehood in 1836 (Spain, France and the United States).
  - The three diamonds also serve as a nod to the CAP Cadet Program

**Civil Air Patrol Roundel:** The shield displays the roundel used during World War II by Civil Air Patrol, to represent the organization. This roundel was also on the original Arkansas Wing patch and serves as a historical tie. It's placement within a red field in the upper right corner of the shield provides aesthetic balance in the shield with the other symbols.

**Arkansas State Flag:** In the lower left portion of the shield, in a white field, are four blue stars. Their pattern is similar to their layout on the Arkansas state flag. In conjunction with the blue bar and the red upper field of the shield, these items combine to represent a stylized partition of the Arkansas state flag. This represents the wing's commitment and support to the state, as well as utilizing an element from the previous wing emblem.

**Coloration:** The shield is composed of five colors, and all (sans white) are matched to the Civil Air Patrol colors in accordance with CAPR 900-2. Their meanings on the emblem are:

- Red, White and Blue – These colors together represent patriotism and support of the United States and the state of Arkansas, as well as reflecting the colors of both of their flags.
- Blue and Yellow – The colors of the United States Air Force appear in the design, representing our relationship with and support of the branch with which we are affiliated as an auxiliary. The blue represents “the sky”, the primary theater of operations, while yellow represents “the sun” and the excellence required of personnel.
- Silver/Gray – represents our volunteerism and dedication to the organization and reflects the silver-gray background color of the Civil Air Patrol seal.

**Attachment 1**  
**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

**References**

*AFI 84-105, Organizational Lineage, Honors, and Heraldry (19 July 2019)*

*AFD 130506.005 Guide to Air Force Heraldry (January 2013)*

Online resources: *The US Army Institute of Heraldry; The American Heraldry Society; and The Heraldry Society (England)*.

**Terms**

**Air Force Colors**—Air Force yellow signifies the excellence required of Air Force personnel; Air Force (ultramarine/reflex) blue signifies the sky as the primary theater for Air Force operations.

**Disc**—Shape on which the heraldic devices, symbols, or elements of a unit emblem are displayed (See **Figure 2.**). The disc of today originated with a roundel, which consisted of a white five-pointed star in a blue circle, with a red disc in the center of the star. The roundel was displayed unofficially on early USA Signal Corps airplanes, adopted officially in 1917 for airplanes, and later evolved into the national star and bar aircraft marking of today. The CAP roundel was originally a modified version of the Civilian Defense roundel and has been in use, with slight changes, since 1941. The US Air Force adopted the disc in the early 1950s as the official shape for squadron emblems.

**Element**—In emblem design, a symbol or group of symbols, that is commonly accepted as one object or system, such as a caduceus or small constellation, portraying a single characteristic, trait, or concept.

**Emblem**—An officially approved symbolic design portraying the distinctive history, mission, and general function of an organization. It is an important, abiding element of the organization's heritage.

**Functional Image**—Any non-heraldic design symbol locally designed and displayed.

**Heraldry**—The emblem in full color, motto, designation, scroll(s), and shield (of an establishment) or disc (of a unit).

**Heritage**—Those traditions embodied in the history, lineage, honors, and heraldry of an organization.

**Logos**—See definition for “Functional Images,” above.

**Motto**—Part of the heraldry of an organization. It expresses in a word or short phrase the organization's goals, ideals, or principles.

**Patch**—A term used to refer to the cloth depiction of a design that can be affixed to a uniform; governed by CAPR 39-1.

**Shield**—Shape on which the heraldic devices, symbols, or elements of an establishment's emblem are displayed (See **Figure 1.**). This shape derives from the shield of the Air Force Seal the Department of the Air Force adopted in 1947. The Air Force requires establishments to use this type shield to display their distinctive emblems on organizational flags and emblems. Patches for uniforms using this shield shape were phased in during late 1940s and early 1950s as the US Army Air Forces shield was phased out. Civil Air Patrol requires units at the group level or higher to depict their heraldry on this type shield.

**Attachment 2**  
**Compliance Elements**

There are no compliance elements in this regulation.