



NATIONAL HEADQUARTERS CIVIL AIR PATROL

CAP REGULATION 39-4

21 April 2025

Personnel Procedures

OPERATIONS RATINGS, AWARDS AND BADGES

This regulation prescribes the requirements and outlines procedures for the award of Civil Air Patrol (CAP) Aeronautical Ratings, Aeronautical Awards and Emergency Services Awards. Commanders have the overall responsibility for compliance with the procedures outlined in this regulation. This regulation is applicable to all CAP units.

SUMMARY OF CHANGES.

This document has been extensively revised and needs to be reviewed in its entirety. This revision adds sUAS (Small Unmanned Aircraft System) Pilot and Technician Ratings and more clearly defines various Aeronautical Awards, outlines Emergency Services Awards, removes redundant references to award of Emergency Services Qualification Badges that are prescribed in CAPP 70-3, *Emergency Services Specialty Track Guide*, and clarifies the waiver process for use of military, civilian or other government rated service towards CAP Aeronautical Ratings.

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1. Overview.

This regulation defines the requirements and outlines procedures for the award of CAP Aeronautical Ratings and Awards, Emergency Services Awards, Ground Team Badges, and Incident Commander Badges.

2. Roles and Responsibilities.

2.1. **National Commander.** Ensure overall compliance with this regulation.

2.2. **CAP National Headquarters (CAP/NHQ).** Maintain CAP membership systems, ensure records are updated for awards and certifications, and support access to operational systems for school and activity directors.

2.3. **Wing and Region Commanders (or their designees).** Approve the award of Aeronautical Ratings, Aeronautical Awards, and Emergency Services Awards while ensuring trainees meet the current regulatory requirements for the qualifications and ratings being awarded.

2.4. **School/Activity Directors.** Publish and certify graduate lists for awards and ratings, input certifications into Operations Qualifications and membership systems, and ensure access requests for the National Headquarters system are submitted at least 30 days prior to the activity.

2.5. **CAP/NHQ Director of Operations (CAP/DO).** Act as the waiver authority for this regulation and process waivers and equivalency requests for Aeronautical Ratings and Emergency Services Awards.

2.6. **CAP Members.** Provide proof of meeting the requirements for awards or ratings if requested and submit equivalency requests through their wing and region commander for CAP/DO approval if applicable.

3. Waivers.

CAP/DO is the waiver authority for this regulation. Submit waiver requests through command channels to CAP/DO.

4. Operating Instructions and Supplements to this Regulation.

Supplements and operating instructions (OIs) pertaining to this regulation are not authorized.

5. Aeronautical Ratings.

CAP Aeronautical Ratings, and the requirements for award thereof, are:

5.1. **CAP Pilot Rating.** Be qualified as a CAP VFR Pilot in accordance with IAW CAPR 70-1, *CAP Flight Management*, paragraph 4.1.2.

5.2. CAP Senior Pilot Rating.

- 5.2.1. Have been an active CAP VFR Pilot for at least three years (this service need not be continuous).
- 5.2.2. Have a minimum of 1,000 hours total time logged in airplanes IAW 14 CFR § 61.51.

5.3. CAP Command Pilot Rating.

- 5.3.1. Have been an active CAP VFR Pilot for at least five years (this service need not be continuous).
- 5.3.2. Have a minimum of 2,000 hours total time logged in airplanes IAW 14 CFR § 61.51.

5.4. CAP Glider Pilot Rating. Qualified CAP Glider Pilot IAW CAPR 70-1.**5.5. CAP Balloon Pilot Rating.** Qualified CAP Balloon Pilot IAW CAPR 70-1.

5.6. CAP Observer Rating. Be qualified as a CAP Mission Observer IAW CAPR 60-3(I), *CAP Emergency Services Training and Operational Missions*.

5.7. CAP Senior Observer Rating.

- 5.7.1. Have been an active CAP Mission Observer or Surrogate Unmanned Aerial System Green Flag Mission Coordinator (GFMC) for three years (this service need not be continuous).

- 5.7.2. Logged a minimum of 100 hours flying time as a CAP Mission Observer or GFMC.

5.8. CAP Master Observer Rating.

- 5.8.1. Have been an active CAP Mission Observer or GFMC for five years (this service need not be continuous).

- 5.8.2. Logged a minimum of 200 hours flying time as a CAP Mission Observer.

- 5.8.3. Have flown 20 sorties as a Mission Observer or GFMC on operational missions. Training missions do not count towards the 20-sortie requirement.

5.9. CAP Aircrew Rating. Be qualified as a CAP Mission Scanner (MS), Airborne Photographer (AP), Surrogate Unmanned Aerial System Green Flag Sensor Operator (GFSO) or Domestic Operations Awareness and Assessment Response Tool (DAART).**5.10. CAP Senior Aircrew Rating.**

- 5.10.1. Have held one or more of the qualifications required for the CAP Aircrew Rating for three years (this service need not be continuous).

5.10.2. Logged a minimum of 100 hours flying time as a CAP MS, AP, GFSO or DAART.

5.11. CAP Master Aircrew Rating.

5.11.1. Have held one or more of the qualifications required for the CAP Aircrew Rating for five years (this service need not be continuous).

5.11.2. Logged a minimum of 200 hours flying time as a CAP MS, AP, GFSO or DAART.

5.11.3. Logged a minimum of 20 sorties as a CAP MS, AP, GFSO or DAART on operational missions. Training missions do not count towards the 20-sortie requirement.

5.12. CAP sUAS Pilot Rating. Be qualified as a CAP sUAS Pilot IAW CAPR 70-4, *Civil Air Patrol sUAS Flight Management*.

5.13. CAP Senior sUAS Pilot Rating.

5.13.1. Have served as an active CAP sUAS Pilot for at least three years (this service need not be continuous).

5.13.2. Must have been qualified IAW CAPR 70-4 as a sUAS Mission Pilot (need not be current).

5.13.3. Have logged a minimum of 100 flight hours and 200 sorties as a Remote Pilot-in-Command, as defined IAW 14 CFR §107.19.

5.14. CAP Command sUAS Pilot Rating.

5.14.1. Have been an active CAP sUAS Pilot for at least five years (this service need not be continuous).

5.14.2. Must have been qualified IAW CAPR 70-4 as a sUAS Mission Pilot (need not be current).

5.14.3. Have logged a minimum of 250 flight hours and 500 sorties as a Remote Pilot-in-Command, as defined IAW 14 CFR §107.19.

5.15. CAP sUAS Technician Rating. Be qualified as a sUAS Technician IAW CAPR 70-4.

5.16. CAP Senior sUAS Technician Rating.

5.16.1. Have been an active CAP sUAS Technician for at least three years (this service need not be continuous).

5.16.2. Have logged a minimum of 75 hours and 150 sorties as an sUAS Technician filling the role of Visual Observer IAW 14 CFR §107.33 and/or as the operator of the sUAS

Ground Control Station.

5.17. CAP Master sUAS Technician Rating.

- 5.17.1. Have been an active CAP sUAS Technician for at least five years (this service need not be continuous).
- 5.17.2. Have logged a minimum of 150 hours and 300 sorties as an sUAS Technician filling the role of Visual Observer, Ground Control Station Operator, and/or GIS Specialist.

5.18. Logging Flight Time and Sorties for sUAS and Non-Pilot Ratings. Flight times and sorties must be logged in the manner prescribed by 14 CFR § 61.51 for the logging of aircraft pilot time. The use of a pilot logbook (paper or electronic) is encouraged. The use of WMIRS reports to document hours is acceptable but may not include all hours or sorties flown by the member.

6. Aeronautical Awards.

Aeronautical Awards are not aeronautical ratings, but awards for meeting the requirements outlined below.

- 6.1.1. **CAP Cadet Pre-solo Pilot Award.** Earned by CAP cadet student pilots when, at a CAP flight encampment or academy, they successfully demonstrate to an onboard CAP Instructor Pilot (IP) that they can fly the aircraft without the CAP IP's assistance.
- 6.1.2. **CAP Solo Pilot Award.** Earned by any CAP member who provides documentation to their unit commander of any aircraft flight time during which the member was a student pilot, and was the sole occupant of the aircraft, to include non-CAP aircraft.
- 6.1.3. **CAP Cadet sUAS Award.** Award earned by a CAP cadet at an approved CAP sUAS flight encampment/academy program who has successfully performed one or more flights demonstrating to a supervising CAP sUAS IP, that they can operate the sUAS safely, without assistance from the CAP sUAS IP.
- 6.1.4. **CAP Check Pilot Patch.** Refer to CAPR 39-1, *Civil Air Patrol Uniform Regulation*.

7. Emergency Services Awards.

CAP Emergency Services Awards, and the requirements for award thereof, are:

- 7.1. **Basic Ground Team Badge.** Be qualified as a CAP Ground Team Member IAW CAPR 60-3(I).
- 7.2. **Senior Ground Team Badge.**
 - 7.2.1. Be qualified as a CAP Ground Team Leader IAW CAPR 60-3(I) or

7.2.2. Be qualified as a CAP Ground Team Member – Level Two IAW CAPR 60-3(l).

7.2.3. **Master Ground Team Badge.** Be qualified as a CAP Ground Branch Director IAW CAPR 60-3(l).

7.3. Basic Incident Commander Badge.

7.3.1. Be qualified as a CAP Incident Commander – Level Three IAW CAPR 60-3(l) or

7.3.2. Have been qualified as a CAP Mission Coordinator under previous requirements.

7.4. **Senior Incident Commander Badge.** Be qualified as a CAP Incident Commander – Level Two IAW CAPR 60-3(l).

7.5. **Master Incident Commander Badge.** Be qualified as a CAP Incident Commander – Level One IAW CAPR 60-3(l).

7.6. **CAP Emergency Services Patch.** Authorized for wear by members qualified IAW CAPR 60-3(l) as a General Emergency Services member with one additional emergency services specialty qualification.

7.7. **CAP Basic Emergency Services Qualification Badge (Cadets only).** Complete all Technician Rating requirements outlined in CAPP 70-3. Senior members wishing to earn Emergency Services Qualification Badges at any level must hold the required specialty track rating, as outlined in CAPP 70-3.

8. Equivalency of CAP Service.

8.1. Requests for equivalent time served and/or hours flown in military, civilian or other government rated service may be submitted for the following ratings:

8.1.1. Senior and Command Pilot

8.1.2. Senior and Master Observer

8.1.3. Senior and Master Aircrew

8.1.4. Senior and Command sUAS Pilot

8.1.5. Senior and Master sUAS Technician

8.2. Equivalency requests shall be submitted to CAP/DO through the affected member's wing and region commander. Award of the equivalent CAP rating will be effective upon CAP/DO approval.

8.3. Equivalency requests must include:

8.3.1. Proof of the member's military or other government aeronautical rating, or civilian aviation experience; and

8.3.2. Listing of FAA certificates and ratings held; and

8.3.3. Documentation of hours flown, and time served in the equivalent qualifications.

9. Procedures for awarding Aeronautical Ratings and Awards, Emergency Services (ES) Awards, Ground Team, and Incident Commander Badges.

9.1.1. Awards will automatically be recorded when requirements for qualifications or certifications are earned and approved in Operations Qualifications or other CAP membership systems hosted by National Headquarters; other awards will be manually entered.

9.1.2. Members may be required to provide proof that they meet the requirements of this regulation for commanders to approve higher level awards or historic awards properly.

9.1.3. School/activity directors will publish and input certified graduate lists into Operations Qualifications and membership systems to avoid inundating command echelons with award requests.

9.1.4. CAP/DO will coordinate limited access for approved school/activity directors to the National Headquarters qualification and certification system with CAP/IT to input their certifications; requests for access should be sent to do@capnhq.gov at least 30 days in advance of the school/activity.

9.1.5. CAP wing or region commanders (or their designees) and school/activity directors, as appropriate, are the approval authority for the award of Aeronautical Ratings and Awards, ES Awards, Ground Team, and Incident Commander badges to members within their organization or participants in their activity.

9.1.6. Approving authorities must ensure trainees meet the current regulatory requirements for qualification in the specialty before ratings are awarded.

9.2. When the wing or region commander (or their designee) approves the request, or the school/activity director certifies completion, the appropriate entry will automatically be made in the member's online records.

9.3. Ratings are effective the date the entry is approved by the wing or region commander (or their designee), or the date the school/activity director certifies completion as appropriate in the Operations Qualifications system.

- 9.4. Once a Rating, Award, or Badge is earned in accordance with this regulation, the member may continue to wear it even if they no longer hold the associated qualifications unless directed by the wing, region, or national commander to remove it through another formal command action.

REGENA M. AYE,
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Commander

ATTACHMENT 1: Compliance Elements

There are no compliance elements with this regulation.