



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

30 NOVEMBER 2007

MEMORANDUM FOR REGION AND WING COMMANDERS AND SAFETY OFFICERS

FROM: CC

SUBJECT: Safety Down Day

1. With the end of the calendar year upon us and the potential for mishaps during the holiday season, all regions and wings will conduct a safety down day during the period 1 to 30 December 2007. During their chosen safety down day all operations will cease other than emergency search requests by AFRCC.
2. Safety down days for units within a wing do not have to be simultaneous. Wings will ensure all subordinate units are notified of the Safety Down Day requirement and each echelon will be responsible for reporting compliance/noncompliance to higher headquarters.
3. During the safety down day there will be briefings to include the following:
 - a. Units that operate aircraft in areas with surface elevations above 3,000 ft will review mountain flying techniques with all crewmembers. Individuals not present for the briefing will be grounded until they make up the briefing.
 - b. All members will be briefed on vehicle driving techniques and use of seatbelts. Special attention will be given to holiday traffic operations and winter season driving in those areas adversely affected by weather.
 - c. All members will be briefed on holiday safety to include how to act in large crowded areas and fire safety during cold weather to include holiday lighting, heaters and fireplaces. For members in appropriate climates, cold weather protection and safety should be included.
4. Wings will ensure all members are briefed and report completion to their region
NLT 3 Jan 2008.
5. Regions will track their wings completion and report to the National Commander
NLT 4 Jan 2008.
6. You may direct questions to Col John Tilton, National Safety Officer, at tiltonj@alltel.net or 205-337-0957.

A handwritten signature in blue ink that reads "Amy S. Courter".

AMY S. COURTER
Brigadier General, CAP
Interim National Commander

cc:

CAP/DCS,T/DCS,S/DCS,O/DCS,M/EX/SE/MD/MX
CAP-USAF/CC/SE/LRCCs/SDs