



# NATIONAL HEADQUARTERS CIVIL AIR PATROL

## CAP REGULATION 265-1

15 OCTOBER 2009

### Chaplain Corps Activities

### THE CIVIL AIR PATROL CHAPLAIN CORPS

This regulation defines the mission, composition, and organization of the Civil Air Patrol (CAP) Chaplain Corps and delineates responsibilities. **Note: Shaded areas identify new or revised material.**

#### SUMMARY OF CHANGES.

Moral Leadership Officers (MLOs) are now Character Development Instructors (CDIs). Chaplains will follow the new requirements of the 221 Specialty Track to be eligible for promotions and specialty ratings. Clarifies some ambiguities in grammar and understanding the wording of the regulation. Includes the Region Chaplain in the application process. Civil Air Patrol Chaplain Service is now Civil Air Patrol Chaplain Corps.

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## SECTION A - GENERAL PROVISIONS

### 1. Authority for Organization.

a. The CAP Chaplain Corps was organized with the guidance of the Air Force Chief of Chaplains in January 1950. Since this time, as a component of the Air Force Auxiliary, the CAP Chaplain Corps has partnered with the USAF Chaplain Corps. Though separate organizations, the CAP Chaplain program will be modeled after the USAF Chaplain Corps, as stated in the current Statement of Work between the CAP and the USAF.

b. Chapter 909 of Title 10, United States Code, Section 9446, states that, "The Secretary of the Air Force may use the services of Civil Air Patrol chaplains in support of the Air Force active duty and reserve component forces to the extent and under conditions that the Secretary determines appropriate." In light of this requirement, the CAP Chaplain Corps will appoint chaplains who meet the same educational and professional standards as Air Force chaplains and provide similar training to prepare them for domestic, non-combat ministry.

### 2. Mission of the CAP Chaplain Corps.

a. The free exercise of religion is a constitutional right of all US citizens. Civil Air Patrol provides opportunities for CAP members to exercise this right through the Chaplain Corps and by allocating required resources to accomplish the Chaplain Corps mission.

b. The Civil Air Patrol Chaplain Corps promotes moral leadership, spiritual care, and character development throughout the CAP senior member and cadet programs.

c. Responding to emergencies is a critical aspect of the CAP Chaplain Corps mission. As professional clergy, CAP chaplains prepare to respond to Civil Air Patrol, USAF, and community emergencies, such as disasters, aircraft accidents, or acts of terrorism.

## SECTION B - CHAPLAIN CORPS STANDARDS

3. **Chaplains.** Religious bodies listed by the Department of Defense (DoD) Armed Forces Chaplains Board (AFCB) endorse or approve all CAP chaplains. Individuals endorsed as chaplains in the US Armed Forces need not obtain another endorsement to serve with CAP. Some endorsers may require a separate endorsement for active duty or reserve chaplains serving as CAP chaplains. Chaplains use title and rank (Chaplain, Rank) in official correspondence. "Chaplain" is the proper term of address, regardless of rank. Chaplains wear the Air Force style or CAP distinctive uniform with insignia appropriate to their distinctive faith group. When leading worship services, chaplains may also wear apparel consistent with their faith group tradition. However, distinctive clerical apparel (collars, crosses on chains, etc.) will not be worn with the Air Force style or CAP distinctive uniforms. Consult CAPM 39-1, *Civil Air Patrol Uniform Manual* for weight, grooming, and hair standards.

4. **Character Development Instructors.** Character development instructors (CDIs) are required to be active in and recommended by their local church or similar religious body. CDIs are a part of the CAP Chaplain Corps and are appointed to provide character development instruction in the cadet program. They will not use the title "Chaplain" nor wear chaplain insignia. When duly appointed and upon completion of technician training, CDIs may wear the

service badge. Only appointed and endorsed chaplains are authorized to provide ministry as clergy within CAP. Clergy ministry includes: religious ministrations (worship services, baptisms, communion, funerals); solemnizing of events; confidentiality and/or privileged communications. CAP members who are ordained ministers serving in the capacity of CDI are not granted confidentiality or privileged communication in CAP. When working under the guidance of a chaplain, CAP members may provide non-clergy support for chaplain professional ministry. CAP members may offer non-denominational prayers in the absence of a unit chaplain. Commanders will endeavor to make character development instruction available during cadet meetings for no less than 1 hour per month. Commanders may temporarily lead the character development session but should strive to recruit a chaplain or character development instructor as soon as possible. The CDI works under the direction of a chaplain designated by the wing chaplain. When no chaplain is assigned to a unit, the CDI works directly for the commander while maintaining liaison with the wing chaplain.

**5. Chaplain Corps Duty Restrictions.** Chaplains will not perform duties incompatible with their professional role. They are not required to conduct or take part in religious activities that conflict with their faith group doctrines or personal religious convictions. Chaplains are not eligible to serve as a CAP commander, deputy commander, testing officer, or be designated as an investigating officer as prescribed by CAPR 123-2. Wing chaplains may grade chaplain corps exams (221A, 221B, 221C) without compromising their chaplain status. Chaplains who wish to engage in duties incompatible with their role as listed above must withdraw from the Chaplain Corps to do so. After 24 months, a chaplain must re-apply on a new Form 35 and obtain a current ecclesiastical endorsement. Chaplains have rank without command; however, chaplains may exercise operational supervision over Chaplain Corps personnel and activities.

## **6. Chaplain Appointment.**

**a. Senior Membership.** As a prerequisite to appointment as a chaplain, an applicant must meet all requirements for senior membership (see CAPR 39-2, *Civil Air Patrol Membership*).

**b. Ecclesiastical Endorsement.** Chaplains will receive an ecclesiastical endorsement from a faith group listed by the Armed Forces Chaplains Board (AFCB) prior to appointment as a chaplain. Endorsements are valid until withdrawn or asked to be renewed by the individual endorser. Chaplains who change denominational affiliation must obtain a new endorsement. If a new endorsement or renewal is not obtained within 90 days, their chaplain status will be withdrawn. The endorsement shall certify that the applicant is:

- (1) A fully ordained or qualified priest, rabbi, or minister of religion
- (2) Actively engaged in or retired from a denominationally approved vocation.
- (3) Recommended as being spiritually, morally, intellectually, and emotionally qualified to represent the applicant's religious body as a CAP chaplain.

**c. Formal Educational Requirements.** Chaplain applicants shall meet the educational requirements specified in DoD Instruction 1304.28 as follows:

(1) "The educationally qualified applicant shall possess a baccalaureate degree with not less than 120 semester hours (180 quarter hours) from a qualifying educational institution. The educationally qualified applicant shall also possess a post-baccalaureate graduate degree in the field of theological or related studies from a qualifying educational institution. A qualifying graduate degree program shall require no fewer than 72 semester hours (108 quarter hours) of graduate-level work. Related studies may include graduate courses in pastoral counseling, social work, religious administration, and similar disciplines when one-half of the earned graduate credits include topics in general religion, world religions, the practice of religion, theology, religious philosophy, religious ethics, and/or the foundational writings from the applicant's religious tradition."

(2) "A qualifying educational institution is an accredited college, university, or school of theology listed in the current edition of the American Council on Education (ACE), Accredited Institutions of Post-secondary Education and relevant ACE supplements to that publication (Reference (e)), or any unaccredited institution that meets the requirements of subparagraphs 6.2.1 through 6.2.4."

(3) The Chief of the Chaplain Corps (CAP/HC) may grant a waiver to those who do not meet the graduate study requirement providing they meet all other requirements and present valid documentation of at least 5 years of full time ministry experience as a pastor within their denomination. Chaplains who receive a waiver are not eligible to provide assistance to the military.

(4) All other exceptions to the educational qualifications of a chaplain applicant shall be determined in accordance with DoD Instruction 1304.28.

#### **d. Appointment Procedure.**

(1) Wing chaplains serve as the point of contact for all Chaplain Corps appointments within their wing. Clergy desiring to be appointed as a CAP chaplain must provide the wing chaplain with:

(a) A completed CAPF 35, *CAP Chaplain Application*, signed by the unit commander where the applicant will be assigned.

(b) An official transcript of each required degree showing the name and location of the institution that awarded the degree.

(c) Ecclesiastical endorsement (DoD Form 2088) or letter of approval from an endorser recognized by the Department of Defense Armed Forces Chaplains Board.

(d) Verification of CAP Senior Member status.

(e) Documentation that Cadet Protection Training and all portions of Level I have been completed.

(2) The wing chaplain assembles all documentation required for appointment, except the ecclesiastical endorsement, which is sent directly from the endorser to NHQ Chaplain Corps Program Administrator (NHQ CAP/HCA). The wing chaplain will conduct an interview, sign the CAPF 35 if warranted, include all the supporting documentation and then forward the application package to the region chaplain for region approval and subsequent transmission to NHQ CAP/HCA for final approval by the Chief of the Chaplain Corps (CAP/HC). Upon appointment NHQ CAP/HCA will issue a certificate of appointment.

(3) After the appointment, the NHQ CAP/HCA notifies the region chaplain, wing chaplain, region commander, wing commander and ecclesiastical endorsing agent of the appointment.

## 7. Character Development Instructor Appointment.

a. A CDI must first become a senior member. Once the individual has become a member and completed Level I, he/she may apply for the CDI position by completing a CAPF 35a, *Character Development Instructor Application*. CDI applications are processed through the wing chaplain who verifies that:

(1) The applicant has a minimum of 60 semester hours (90 quarter hours) of college study beyond the high school diploma. The minimum of 60 semester hours (90 quarter hours) must be attained from a college or university listed in the current edition of the American Council on Education (ACE), Accredited Institutions of Post-secondary Education and relevant ACE supplements to that publication.

(2) The applicant has a letter of recommendation from his or her local religious official (i.e., church pastor, rabbi, etc.) who is a member of a faith group listed by the Department of Defense Armed Forces Chaplains Board, verifying that the applicant is spiritually, morally, and emotionally qualified to serve as a character development instructor, and the applicant has held a leadership position in the church/or religious equivalent setting for at least 2 years.

b. The wing chaplain completes an interview, signs the CAPF 35a if warranted, and then forwards the application package including the supporting documentation to the region chaplain for region approval and subsequent transmission to NHQ CAP/HCA for final approval by CAP/HC.

c. After the appointment, the NHQ CAP/HCA notifies the region chaplain, wing chaplain, region commander, wing commander and unit commander of the appointment.

d. Unless currently serving in a higher grade, in which case the higher grade will be maintained, a CDI is initially appointed in the grade of second lieutenant and awarded the CAP 225 Specialty Track.

8. **Chaplain Statistical Report, CAPF 34.** Each chaplain and character development instructor is required to submit a completed CAPF 34 semi-annual report no later than 5 January and 5 July, even when he or she has been inactive during the reporting period. The report will be submitted to the wing chaplain and a copy provided to the reporter's unit commander. Wing chaplains will notify the wing commander when reports are not received. Wing chaplains will send copies of the consolidated report (CAPF 34A, *Wing Chaplain Statistical Report*) to the region chaplain and a copy provided to the wing commander no later than 15 January and 15 July. Region chaplains will notify the region commander when reports are not received. Region chaplains shall submit a consolidated report (CAPF34A) incorporating also the CAPF 34 reports of their staff to the Secretary of the Chaplain Corps Advisory Council (CCAC) no later than 31 January and 31 July. Chaplain Corps personnel assigned to NHQ will submit their personal report directly to the Secretary of the CCAC no later than 5 January and 5 July. Chaplains and character development instructors who are delinquent in filing their semi-annual report (CAPF 34) are not eligible for Chaplain Corps recognition or awards.

**9. Religious Interview Guide, CAPF 48.** Chaplains must inform CAP members their information is voluntary. When completed, chaplains will maintain a CAPF 48 on each unit member in a locked file or in a secure electronic file that is password protected. When a member leaves the unit, the member's Form 48 will be destroyed by burning or shredding and/or deletion from secure electronic files. When the chaplain leaves the unit, all completed CAPFs 48 will be destroyed in same manner.

**10. Chaplain Corps Rosters.** NHQ CAP/HCA will send the following quarterly rosters to the Chaplain Corps Executive Council (CCEC), region, and wing chaplains. Region and wing chaplains will review these reports for accuracy and report discrepancies in writing to NHQ CAP/HCA.

**a. Alphabetical Senior Training Roster (STR).** An alphabetical listing of all CAP chaplains and CDIs assigned to each wing. This report will contain data on the level of training each CAP chaplain and CDI has achieved.

**b. Alphabetical Monthly Membership Listing (MML).** An alphabetical listing of all CAP chaplains and CDIs assigned to each wing indicating the member's renewal date.

**c. Chaplain Senior Personnel Directory.** A listing of all CCEC members CCAC members, region chaplains, and wing chaplains.

**11. Chaplain Corps Awards.** The Deputy Chief of the Chaplain Corps (CAP/HCD) serves as the coordinator for all Chaplain Corps national awards and receives all nominations. The CCEC will determine final approval for the award. CAPP 221, *The CAP Chaplain-Specialty Track Study Guide*, describes these awards in detail.

**a. National Senior Chaplain of the Year Award.** This award is given for outstanding leadership ministry at region, wing, and group levels. Commanders or chaplains at the wing level or above will make nominations. Nominees must be at least a major, have been a CAP chaplain for a minimum of 5 years, and completed Level V of the senior member professional development program. Wing and group nominations should be submitted to each region in sufficient time to comply with region award requirements. Nominations will include at least a one-page narrative justification for the award. The person selected as the Region Senior Chaplain of the Year becomes the nominee for the national award.

**b. National Squadron Chaplain of the Year Award.** Each wing commander in cooperation with the wing chaplain will submit a squadron chaplain as a nominee for the Region Squadron Chaplain of the Year Award. This award is given for outstanding chaplain ministry at the squadron level. Wing chaplains are to ensure the nomination complies with region award requirements. In addition, candidates must have served at least 3 years as chaplains with completion of Level III of the senior member professional development program. All nominations will include a one-page narrative justification. The person selected as the Region Squadron Chaplain of the Year will become the region's nominee for the national award. The region commander will ensure a region nomination is submitted for the national award.

**c. National Character Development Instructor of the Year.** Wing and region commanders may nominate candidates for Character Development Instructor of the Year. Wing commanders are nominating officials and the CCEC makes the selection from among qualified candidates. This award will be presented to a CDI who has the designated 225 Specialty Track and has demonstrated the highest level of excellence in character development for cadets.

**d. Submitting Awards.** Nominations for these awards will be sent to the Deputy Chief of the Chaplain Corps not later than 15 March. Nominations will include a one-page narrative stating justification for the award. The recipient of each award will be presented with a plaque at the annual National Board.

**e. The Military Chaplains Association Award for Distinguished Service.** This award will be presented annually for distinguished service to a CAP chaplain who is a member of the Military Chaplains Association selected by the CCEC. The Military Chaplains Association (MCA) at their annual national institute will present the award.

**f. Perpetual Plaques.** Appropriate plaques will be on display at National Headquarters to show past and present recipients of the four awards described above.

## SECTION C - CAP CHAPLAIN CORPS TRAINING AND STRUCTURE

**12. Chaplain Specialty Track Training.** The CCEC recommends to the Missions Director the criteria for the Chaplain Corps specialty track. Upon appointment, chaplains are to follow the requirements of the 221 Specialty Track.

**a. CAPP 221A.** All chaplains must complete CAPP 221A, *The CAP Chaplain*. Upon successful completion, chaplains will be awarded the 221 Specialty Track with a technician specialty rating. This course no longer substitutes for SLS.

**b. CAPP 221B.** All chaplains must complete CAPP 221B, *Chaplains Helping Chaplains—Specialty Track Study Guide* to be awarded the senior specialty rating. In addition, the appropriate time-in-grade requirements and completion of Level III of senior member training is required to be eligible for promotion to major. This course is also required for chaplains to serve as a group or wing chaplain and no longer substitutes for CLC.

**c. CAPP 221C.** All chaplains must complete CAPP 221C, *Chaplains Inspiring Chaplains*, to be awarded the Master specialty rating. In addition, the appropriate time-in-grade requirements and completion of Level IV of senior member training is required to be eligible for promotion to lieutenant colonel. This course is also required for chaplains to serve as a region chaplain.

**d. Testing.** When completed, the wing chaplain will grade the CAPP 221A, CAPP 221B, and CAPP 221C exams. The test is printed at the end of each course booklet and is to be completed and mailed to the wing chaplain for grading. To receive a certificate of completion (CAPC 221A, *The CAP Chaplain*, CAPC 221B, *Chaplains Helping Chaplains*, or CAPC 221C, *Chaplains Inspiring Chaplains*) personnel are required to score at least 90 percent on the test. When all requirements have been met, the wing chaplain will issue a Certificate of Completion. Printed certificates are available from NHQ CAP/HCA. Copies of the Certificate of Completion must be forwarded to NHQ CAP/DP for course completion and specialty track rating to be recorded in the member's record.

**13. CDI Specialty Track Training and Promotions.** Upon appointment, Character Development Instructors are assigned specialty track code 225.

**14. Chaplain Corps Training.** Region and wing chaplains are required to conduct professional training for Chaplain Corps personnel.

**a. Wing Chaplain Conferences.** Each wing chaplain is required to provide a training conference for all chaplains and CDIs assigned to their wing at least once every 2 years. It is recommended that these meetings be held in conjunction with scheduled annual wing conferences.

**b. Chaplain Corps Region Staff College.** Each region chaplain will conduct a Chaplain Corps Region Staff College (CCRSC). Requirements for each CCRSC are listed in CAPR 50-17, *CAP Senior Member Professional Development Program*, Chapter 6. These colleges are the primary continuing education programs for all Chaplain Corps personnel.

(1) The Deputy Chief of the Chaplain Corps (CAP/HCD) is the Dean of all CCRSCs. Curricula and schedules are to be submitted by the region chaplain to the region commander and the CAP/HCD at least 90 days in advance of the CCRSC.

(2) When the curriculum has been approved by the CAP/HCD and National Headquarters Professional Development, funding will be requested by the NHQ Chaplain Corp Program Administrator (NHQ CAP/HCA).

(3) Chaplains and character development instructors must attend two CCRSCs within a 5-year period to be credited with completing a regular Region Staff College as defined in CAPR 50-17, Chapter 6.

(4) Region chaplains will ensure each person who completes a CCRSC is presented the appropriate national certificate (CAPC 21, *Chaplain Corps Region Staff College*). The certificate may also serve as documentation for continuing education units.

(5) Region chaplains will submit a final report to the CAP/HCD within 10 days of the completion of the college. This report will show participant names, actual curriculum followed, names of all college resource persons, and an analysis of college expenses. The CAP/HCD will then forward the list of participants to the NHQ CAP/HCA who will ensure the participants are properly recorded in the Senior Member Professional Development database.

**c. Professional Growth for Advancement.** To serve in wing, region, and national positions, chaplains are expected to earn the Grover Loening Aerospace Award, Paul E. Garber Award, and Gill Robb Wilson Award respectively.

**15. CAP Chaplain Corps Structure.** Chaplains at every level of command serve on the commander's staff as the commander's advisor on spiritual needs, religious requirements, and ethical issues as they impact mission, quality of life, and First Amendment rights for CAP members.

**a. Chief of the Chaplain Corps (CAP/HC).** The CAP National Commander appoints the Chief of the Chaplain Corps from the ranks of experienced CAP chaplains. The Chief of the Chaplain Corps oversees all Chaplain Corps policies and activities, advises the National Commander on these matters, and is the spiritual advisor to the National Executive Committee and National Board on matters of religion, morals, and well-being of personnel. The CAP/HC is chairman of the CCAC and CCEC.

**b. Deputy Chief of the Chaplain Corps (CAP/HCD).** The Deputy Chief of the Chaplain Corps is appointed by the Chief of the Chaplain Corps and serves at the discretion of the CAP/HC and serves as the Dean of the Chaplain Corps Region Staff Colleges.

**c. Secretary.** The Secretary is appointed by the Chief of the Chaplain Corps and provides administrative support for the Chaplain Corps Advisory and Executive Councils, as directed by CAP/HC.

**d. Chief Emeritus.** The Chief Emeritus is the immediate past Chief of the Chaplain Corps. The Chief Emeritus provides continuity on past Chaplain Corps policies and activities as well as serving on the Chaplain Corps Advisory and Executive Councils.

**e. Region Chaplain.** Each region commander will appoint a region chaplain to oversee the region Chaplain Corps program. To ensure compliance with chaplain standards, the Chief of the Chaplain Corps serves as an advisor to each region commander for the appointment of a new region chaplain. All region chaplains are members of the CCAC and are expected to attend the annual CCAC meeting in conjunction with the summer National Board meeting. To be considered for region chaplain, each candidate will have prior experience as a wing chaplain or have experience serving on region chaplain staff, be active in the CAP Chaplain Corps for at least 5 consecutive years prior to appointment, and achieved Level IV in the Senior Member training track. The senior member training requirement for appointment will phase in over a period of three years from the date of adoption to provide ample time for currently appointed chaplains to complete the Level IV requirements. Region chaplains are required to live in the region they are serving. Region chaplains will provide guidance to wing chaplains in implementing Chaplain Corps policies and programs. The term of office will not exceed 6 years. The Chief of Chaplains may extend the Region Chaplain for an additional 1 year with the concurrence of the region commander, should a qualified replacement not be available at the end of the maximum 6 year term.

**f. Wing Chaplain.** Each CAP wing commander will appoint a wing chaplain to oversee the wing Chaplain Corps program. Wing chaplains will hold a chaplain/CDI training conference at least once every 2 years, preferably during a wing conference. To ensure compliance with chaplain standards, the Region Chaplain will serve as an advisor to each wing commander for the appointment of a new wing chaplain. Wing chaplains will have prior experience as a unit chaplain, be active in the CAP Chaplain Corps for at least 2 consecutive years prior to appointment, and achieved Level IV in the Senior Member training track. The senior member training requirement for appointment will phase in over a period of three years from the date of adoption to provide ample time for currently appointed chaplains to complete the Level IV requirements. Wing chaplains will provide guidance to group, squadron, and flight chaplains in implementing Chaplain Corps policies and programs. The term of office will not exceed 6 years. The Chief of Chaplains may extend the Wing Chaplain for an additional 1 year with the concurrence of the region commander, should a qualified replacement not be available at the end of the maximum 6 year term.

**g. Chaplain Emeritus.** Region and wing commanders may appoint an outgoing region or wing chaplain as Chaplain Emeritus. The Chaplain Emeritus continues to be assigned to the region or wing while serving as an advisor. Upon request by a commander, a Chaplain Emeritus may return to service.

**h. Additional Personnel.** Commanders may supplement the CAP Chaplain Corps program as follows:

(1) Active duty, Reserve, National Guard, and Veteran's Administration chaplains serving CAP units as CAP non-members.

(2) Clergy from the local community will be escorted at all times by a senior member in compliance with cadet protection requirements. Community clergy will have the approval of the region or wing chaplain as applicable and will serve in this capacity for a maximum of 6 months. Community clergy who are successful in providing ministry to CAP units should be encouraged to join the CAP Chaplain Corps.

(3) Whenever possible, commanders are encouraged to seek a nearby chaplain or CDI from another unit to fill in until a chaplain or CDI is assigned.

**i. Chaplain Corps Advisory Council.** The Chaplain Corps Advisory Council (CCAC) will make recommendations to the National Executive Council and the National Board on matters pertaining to the CAP Chaplain Corps. Membership is as follows:

- (1) Chief of the Chaplain Corps, Chair.
- (2) Deputy Chief of the Chaplain Corps, Vice Chair.
- (3) Secretary.
- (4) Chief Emeritus.
- (5) Region Chaplain from each region.
- (6) NHQ Chaplain Corps Program Administrator. (Non-voting.)

(7) Appointees. With the concurrence of the council, the Chief of the Chaplain Corps may appoint a senior chaplain of a faith group not represented on the CCAC. This major faith group representative will meet the same requirements for appointment as region chaplains.

**j. The Chaplain Corps Executive Council.** The Chaplain Corps Executive Council (CCEC) serves as the CCAC working body. Membership is as follows:

- (1) Chief of the Chaplain Corps, Chair.
- (2) Deputy Chief of the Chaplain Corps, Vice Chair.
- (3) Secretary.
- (4) Chief Emeritus.
- (5) With the concurrence of the CCEC, the Chief of the Chaplain Corps may appoint a current or prior member of the CCAC to serve on the CCEC to alleviate possible tie votes.
- (6) NHQ Chaplain Corps Program Administrator. (Non-voting.)

**SECTION D - THE CHAPLAIN CORPS PROGRAM**

**16. NHQ Chaplain Corps Program Administrator.** The NHQ CAP/HCA is employed by the CAP National Headquarters, and directly supports the Chief of the Chaplain Corps. These responsibilities will include, but are not limited to, performing operational assignments delegated by the Chief of the Chaplain Corps and providing administrative and program management for all matters pertaining to the CAP Chaplain Corps. The NHQ CAP/HCA serves as a non-voting member on the Chaplain Corps Advisory and Executive Councils.

**17. Scope.** CAP chaplains provide CAP and USAF (including ANG & AFRES) members with:

a. Opportunities for worship, liturgies, rites, and ceremonies that enable them to exercise their faith and fulfill their religious requirements.

b. Spiritual resources and religious programs that serve the educational, humanitarian, and personal needs of the CAP community and individuals.

c. Advice that helps CAP leaders address spiritual needs, religious requirements, and ethical issues as they impact mission, quality-of-life, and First Amendment rights for CAP members.

**18. Confidentiality.** In compliance with privileged communication standards, each chaplain will be provided, where possible, private office space with locked storage for confidential files (CAPF 48) in order to hold counseling sessions.

a. Chaplains and CDIs will comply with the reporting requirements of CAPR 52-10, *CAP Cadet Protection Policy*, paragraph 1.

b. In all other cases, chaplains will, at a minimum, seek the advice of a duly appointed and currently serving CAP legal officer before making any disclosure of information confided in a private setting.

c. Only CAP chaplains have confidentiality under this regulation. CAP members who are ordained ministers serving in the capacity of CDI are not granted confidentiality or privileged communication in CAP under this regulation. CDIs will brief anyone wishing to talk with them in confidence that they are not serving as a chaplain and are not protected by confidentiality.

**19. Religious Organizations Support.** The CAP Chaplain Corps appreciates support received from local congregations and other religious organizations that allow their clergy to participate in the CAP ministry. A Certificate of Partnership is available from the NHQ CAP/HCA to recognize the contribution congregations make to CAP. Chaplains and CDIs may request this certificate by writing directly to NHQ CAP/HCA. It is desired that a senior chaplain (CAP/HC, region, or wing chaplain), wing commander, or wing commander designee present this certificate.