

Supply

CIVIL AIR PATROL SUPPLY MANUAL

This manual supplement prescribes additional procedures in effect for all Wisconsin Wing CAP units. Full understanding of this supplement may only be obtained by reading it in conjunction with the related paragraphs of CAPM 67-1.

CAPM 67-1, 1 March 1989 (through Change 1, 1 January 1990) is supplemented as follows:

2-2. Region and Wing Support Files.

c. Assignment of Nonexpendable Serial Numbers. Unit supply officers will maintain a serial number log for nonexpendable items that do not have serial numbers. Serial numbers will be the unit charter number followed by a sequence number, for example, 48001-01. Unit supply officers will inventory non-expendable items and assign serial numbers to those without them. Units should use a marking tool that will assure the assigned serial number is permanently affixed to the property.

3-2. Supply Officer Appointments.

a. New Appointments. A copy of the personnel action will be sent to Headquarters Wisconsin Wing/WILGS.

b. Change of Supply Officer and Transfer of Property Responsibility.

(4) Added. Headquarters Wisconsin Wing/WILGS.

c. Added. Supply Officer Authority. Supply officers represent their units on all matters of supply. They are responsible to their unit commanders and have full authority to act in the name of their commanders regarding matters of supply.

4-5. Lost, Stolen, Damaged, or Destroyed Property:

a. (1) Stolen property will be reported to local law enforcement by the commander who discovers the loss. A copy of the police report will be provided to the investigator(s).

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Commander

SUMMARY OF CHANGES

Deletes reference to WIWG Forms 35 and 36. Deletes lost property investigation procedures that were in conflict with parent publication. Deletes "open stock" issuing to individuals from wing supply.

Supersedes WIWG Supplement 1, 2 January 1992.

OPR: WILG

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