



Civil Air Patrol
US Air Force Auxiliary

**Florida Wing
Headquarters**

Wing Policy Letter

Subject: Safety
Directed To: All FLWG Members

Date: 16 Sep 04
Policy Letter No.: 04-04

This policy establishes the Wing's policy in regard to safety in all aspects of Civil Air Patrol activities conducted within the Wing, or by units/members of the Wing regardless of their location. **All operations must be conducted in the safest, most professional and efficient manner possible.**

1. **GOAL.** Our ultimate goal is to accomplish all CAP activities, both mission and non-mission related, with zero accidents and mishaps. Accidents and mishaps cause a loss of personnel and assets which we cannot afford, if we are to effectively accomplish our *Missions For America and Florida*.
2. **The Safety Attitude.** All CAP personnel assigned to the Florida Wing, both senior and cadet, must recognize and accept their individual responsibility in preventing accidents and mishaps. Commanders, staff members, and individual members must take an in-depth look at their daily activities, assess the potential risks and determine the safest method of mission or task accomplishment. Each member must remember that safety is an attitude we must all possess to protect our most precious resource-our members, as well as our limited assets.
3. **Leadership.** Instilling safety as an essential element of leadership requires continuous commitment to safety in all that we do. We must make safety an indispensable part of all of our activities and always look for opportunities to foster a safe environment as well as develop the "safety attitude". By minimizing risks, we can safely accomplish all of our *Missions For America and Florida*.
4. **Responsibility.** The unit commander, at all levels, is the key denominator in completing our missions and activities safely. Risk management techniques must be applied to all situations. For activities with potentially higher risks, commanders must assess the situation before beginning the activity. In the case of routine activities, such as obstacle courses, travel in inclement weather, etc. commanders should ensure that a risk management assessment is performed to identify specific risks and develop ways to reduce those risks. This may mean finding an alternate way to complete the task or activity. Safety must be an integral part of the planning and execution of all Civil Air Patrol activities. In addition, commanders should emphasize the importance of safety in all that we do, including non CAP activities.
5. **Commanders must:**
 - > Know the members under their command, as well as the capabilities of each of these members.
 - > Monitor the environment for hazards Report and correct all hazardous conditions.
 - > Enforce compliance with safety and health standards, technical data and procedures and enforce proper use of all equipment.
6. By adhering to the above-mentioned policies and oversight, we can all strive to maintain a safe Wing.

This policy supercedes Policy Letter: 04-01 dated 29 August 2004.


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Florida Wing Commander