

Memory Work:

My CAPID Number: _____

My Unit Charter Number PCR-WA-015

Reciting Memory Work - When reciting memory work, it is expected that you recite all definitions in the following format: “[Sir/Ma’am/Chief/Sgt], the [name of memory work] is as follows...”

For example, if you are asked by a female cadet officer to recite the Cadet Oath, say the following:

“Ma’am, the Cadet Oath is as follows: I pledge that I will...”

Reciting the Chain of Command - When asked to name a member in the Chain of Command, recite in the following format: “[Sir/Ma’am/Chief/Sgt], the [position] is as follows: [Name of person], Civil Air Patrol.”

For example, if you are asked by a male cadet officer to recite who the National Commander is, say the following:

“Sir, the National Commander is as follows: Maj Gen Mark E. Smith, Civil Air Patrol.”

Items to have on you at all times at CAP Meetings and activities

1) Your CAP Identification Card

2) Your CAP Form 161 Emergency Information

3) This Memory Work Guide

Highly Recommended

a pen and/or pencil and small note book

Cadet Oath: “I pledge that I will serve faithfully in the Civil Air Patrol cadet program and that I will attend meetings regularly, participate actively in unit activities, obey my officers, wear my uniforms properly, and advance my education and training rapidly to pre- pare myself to be of service to my community, state, and nation.”

Seven Basic Responses:

1. “Yes, sir (ma’am, chief, sergeant)”
2. “No, sir (ma’am, chief, sergeant).”
3. “No excuse sir (ma’am, chief, sergeant).”
4. “Sir (ma’am, chief, sergeant) may I ask a question.”
5. “Sir (ma’am, chief, sergeant) may I make a statement.”
6. “Sir (ma’am, chief, sergeant) I do not know.”
7. “Sir (ma’am, chief, sergeant) I do not understand.”

Civil Air Patrol Core Values: “Integrity, Volunteer Service, Excellence, and Respect”

Civil Air Patrol Missions: Aerospace Education, Cadet Programs, and Emergency Services.”

Civil Air Patrol Motto: “Semper Vigilans” (Always vigilant)

The Civil Air Patrol Founding Date: “ 1 December 1941”

United States Air Force Founding Date : “18 September 1947.”

Definition of Leadership: “The art and science of influencing and directing people to accomplish the assigned mission.”

Definition of Self Discipline: “The ability to direct your thoughts, emotions, and actions toward a meaningful purpose.”

Definition of Teamwork: “A team is a collection of individuals who are committed to working together to achieve a common goal.”

Chain of Command

MAJOR GENERAL MARK E. SMITH, CAP
National Commander, Civil Air Patrol

Commander, Pacific Region

Commander, Washington Wing

Commander, Northwest Group, Washington Wing

Commander, Bellingham Composite Squadron

Cadet Commander Bellingham Composite Squadron

Your Flight Commander

Your Flight Sergeant

Your Element Leader.

NOTE: Write this information in Pencil so it can be updated



Bellingham Composite Squadron, CAP
Cadet Memory Work Guide

Last Revision March 2018

Your Name: _____