



Iowa Wing Headquarters, Civil Air Patrol  
United States Air Force Auxiliary  
Post Office Box 909, Bettendorf, Iowa 52722-0909

1 October 2001

MEMORANDUM FOR RECORD

FROM: IAWG CC

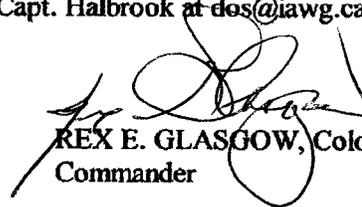
SUBJECT: Emergency Services Evaluator Policy

1. In accordance with CAPR 60-3 the Wing Commander is responsible for appointing emergency services evaluators. The procedure for becoming an evaluator is as follows. The member must

- A. Have completed the Train the Trainer Course.
- B. Be currently qualified in the ES specialty that they wish to evaluate.
- C. Have been qualified in that ES specialty for at least one year.
- D. Be recommended by their unit commander.

2. The recommendations to become wing evaluators must include the members name, unit number, CAP ID number, phone number, and E-mail address. The recommendation must be submitted to the Iowa Wing Director of Emergency Services P.O. Box 1285, Ames, Iowa 50014. After a short review process, if selected, the member will be added to the quarterly appointment letter. Once the member has been notified that they are on the appointment letter then they will be authorized to evaluate those tasks for which they have been approved in writing.

3. If you have any questions please contact Capt. Halbrook at [dos@iawg.cap.gov](mailto:dos@iawg.cap.gov).

  
REX E. GLASGOW, Colonel, CAP  
Commander

cc:  
IAWG CC/CV/CS/DO  
IALO/LNCO  
All Iowa Units  
File