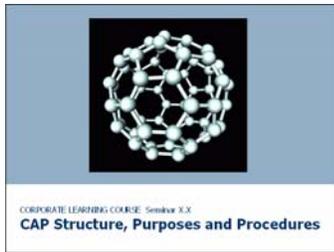


CAP CORPORATE STRUCTURE PURPOSES PROCEDURES

COPORATE LEARNING COURSE

“CAP CORPORATE STRUCTURE” BLOCK

SEMINAR 2.4



SCOPE

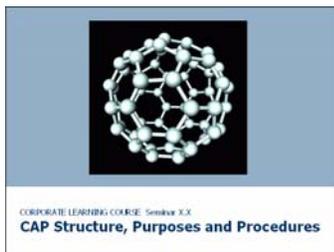
CAP's purpose has expanded throughout its history. Changes in purpose or focus lead to changes in structure which require different procedures to meet the needs of the members and the organization's customers.

OBJECTIVES

1. *Identify the entities that make up Civil Air Patrol*
2. *Describe CAP's' purpose and how it relates to the BOG, CAP-USAF, National Headquarters*
3. *How are Procedures formulated and put into practice in our organization*

DURATION

45 minutes



INTRODUCTION

State your topic and introduce yourself.



OVERVIEW

Outline the seminar objectives.



LECTURE ITEM

There are six (6) organizations that comprise Civil Air Patrol

1. The Board of Governors (BoG)
2. National Board
3. National Executive Committee (NEC)
4. Civil Air Patrol United States Air Force (CAPUSAF)
5. CAP National Headquarters
6. CAP Wings

DISCUSSION QUESTION

The 3 Boards or Committees (BoG, NB, NEC) are mandated to meet twice each year. When do they meet and why?

ANTICIPATED RESPONSE

The National Board meets in March and August

The NEC meets in May and November

The BoG meets in June and December

The meetings are staggered to provide a reasonable time frame for the leaders to evaluate issues related to the organization and provide separation between committees so the decisions they arrive at have time to reach the members for implementation.



LECTURE ITEM

CAP's organizational elements are responsible for Operational oversight (CAPUSAF); corporate governance (BoG); Operational execution (CAP wings); Management (CAP HQ); and policy (NB and NEC).

Have the students match the function to the organizational element on their handout.

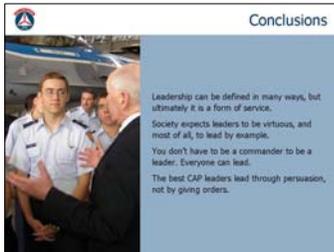
DISCUSSION QUESTION

What factors drive CAP's policies and procedures?

ANTICIPATED RESPONSE

Will vary but should include such thing as:

Public law
Federal regulations
Air Force requirements
Corporate best practices
Commander's intent



CONCLUSION

SUMMARY

1. Understanding structure and function is the first step in evaluating whether or not the organization is functioning as intended
2. Chain of command reinforces structure and function

REMOTIVATION & CLOSE

CAP is a large and diverse organization with entities whose purpose is not always clear. To be an effective leader you must understand your environment.