

CIVIL AIR PATROL  
Florida Wing  
United States Air Force Auxiliary  
2700 Eagle Staff Court, MacDill AFB, FL 33621-5000

FLORIDA SUPPLEMENT 1  
CAPR 173-3  
10 March 1999

Financial Procedures

USAF Payments for Civil Air Patrol Support

CAPR 173-3, 1 May 96 , is supplemented as follows:

3.a.(2)(c) Added. Florida Wing Form 8, 1 Dec 94, may be used to claim communications expense in lieu of original telephone bills. If FLWGF 8 is used the communications expense will be computed at the published commercial rate of \$0.20 per minute for calls made between 0800 and 1700 hours local time, and \$0.14 per minute for calls made between 1700 and 0800 hours local time and on weekends between 1700 hours local on Friday to 0800 hours local on Monday. FLWGF 8 will be attached to the CAPF 108 as documentation for communications expense.

3.a.(2)(d) Added. Mission reimbursement claims (CAPF 108 and supporting CAPF 103, CAPF 121, FLWGF 8 if appropriate, and fuel receipts for corporate aircraft) shall be sent by the member directly to FL Wing DOSA at Wing HQ within 10 days of mission closure/suspension. (Members may send a copy of the MC's CAPF 103 and CAPF 121 or may generate his own copies covering his/her participation only). CAPF 108's shall be submitted for all flying time for corporate owned aircraft as well as privately owned. If CAPF 108's with supporting documentation are not submitted in a timely manor for a corporate owned aircraft, the unit having custody of the aircraft will be charged for the maintenance amount unless FLWG/DOSA has been provided sufficient information to successfully claim mission reimbursement, from the authorizing agency.

3.a.(2)(e) Added. The officers designated in writing by the Wing Commander to sign CAPF 108 for the Florida Wing are also designated by this supplement to certify mission participation.

Evelyn Holdren, Lt Col, CAP  
Administrative Officer

Antonio Pineda, Col., CAP  
Commander

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SUPERSEDES: Original

OPR: AC

Distribution: In accordance with FL Wg Supl 1, CAPR 5-4