

Uniform Preparation Inspection

This document is provided by National Headquarters to assist with the Wing, Regional and National Cadet Competitions. Competition directors are not restricted to the NHQ materials and may use other valid dossiers. These uniform preparation inspection cards must be secured while in use and destroyed immediately following the competition.

From CAPP 52-4

Conditions: Uniform Preparation. The marshal will select at random two cadets per team to participate in the uniform preparation portion of the inspection event. These two cadets work together on a single dossier listing a hypothetical cadet's grade and accomplishments. Their task is to select the necessary insignia from the assortment provided to them and place it correctly on the uniform. Additionally, cadets will be evaluated on their ability to shine shoes, iron, and otherwise prepare that uniform within 30 minutes. The hypothetical cadet uniform will be a "blues" combination for either a male or female cadet, regardless of the participant's gender. The hypothetical cadet's uniform will not be actually worn but displayed on clothes hangers for inspection.

Cadets will have access to CAPM 39-1, irons, ironing boards, shoe polish equipment, small scissors, a ruler, and similar items useful for preparing a uniform.

Uniform Inspection References:*

CAPM 39-1

4.1.9 Men's Blue Service Uniform
4.1.9.3.3 Cadet officer epaulet
4.1.9.3.4 NCO & airman collar insignia
4.1.9.4.1 Nametag
4.1.9.4.2 Ribbons
4.1.9.4.2.1 & 4.1.9.4.2.2 Badges
4.1.9.6 Tie

4.1.10 Women's Blue Service Uniform
4.1.10.3.3 Cadet officer epaulet
4.1.10.3.4 NCO & airman collar insignia
4.1.10.4.1 Nametag
4.1.10.4.2 Ribbons
4.1.10.4.3 Badges
4.1.10.6 Tie tab

6.4 Footwear
9.3 Shoulder Cords
10.3 Aviation Badges
10.3.3 Model Rocketry Badge
10.8.4 Cadet First Sergeant Diamond
11.1.1.2 Cadet Achievement Ribbons
11.2.2 Wear of Ribbons

CAPR 39-3

14 Cadet Program Awards
20 Activity Ribbons
21 Service Ribbons
Attachment 2- CAP Cadet Ribbons

* partial list.

We value your feedback. If you have questions, suggestions, or find an error in this document, please email jlee@capnhq.gov.

Uniform Preparation Inspection	
Name	# Years
Cadet Adams	2
Position in Home Squadron	
First Sergeant	
Achievement/Milestone	
Achievement 6- Jimmy Doolittle	
Activities Attended	
Basic Cadet School	
Encampment- student	
National Character Day	
Park Cleanup	
Encampment- Flight Sergeant	
CAC Service	
Served on Group CAC for one term	
Other	
140 hours community service	
Completed Model Rocketry program	
Participated on CyberPatriot team	

Uniform Preparation Inspection	
Name	# Years
Cadet Adams	2- Red Service ribbon
Position in Home Squadron	
First Sergeant - diamond on collar insignia	
Achievement/Milestone	
Achievement 6- Jimmy Doolittle- C/SMSgt, leadership ribbons through Doolittle	
Activities Attended	
Basic Cadet School	
Encampment- student- Encampment ribbon	
National Character Day	
Park Cleanup	
Encampment- Flight Sergeant- clasp on Enc. ribbon	
CAC Service	
Served on Group CAC for one term - CAC ribbon	
Other	
140 hours community service- Comm. Service ribbon w/ 1 clasp	
Completed Model Rocketry program - M. Rocketry badge	
Participated on CyberPatriot team	

Uniform Preparation Inspection	
Name Cadet Brown	# Years 3
Position in Home Squadron Flight Commander	
Achievement/Milestone Achievement 13	
Activities Attended Encampment x3 Wing NCO School - distinguished graduate	
CAC Service none	
Other NRA Marksman Completed Model Rocketry program Greenville Squadron earned a unit citation award	

Uniform Preparation Inspection	
Name Cadet Brown	# Years 3- Red Service ribbon
Position in Home Squadron Flight Commander	
Achievement/Milestone Achievement 13- C/Capt, leadership ribbons through Earhart	
Activities Attended Encampment x3- Encampment ribbon w/ two clasps Wing NCO School - distinguished graduate	
CAC Service none	
Other NRA Marksman- Marksmanship badge Completed Model Rocketry program - M. Rocketry badge Greenville Squadron earned a unit citation award - Unit Citation ribbon	

Uniform Preparation Inspection	
Name Cadet Clark	# Years 5
Position in Home Squadron Cadet Commander	
Achievement/Milestone Achievement 16	
Activities Attended Encampment x3 Red Ribbon Leadership Academy IACE- United Kingdom Powered Flight Academy	
CAC Service Currently serving on Region CAC	
Other Current student pilot with solo endorsements High School Honor Roll Participated on CyberPatriot team	

Uniform Preparation Inspection	
Name Cadet Clark	# Years 5 - Red Service ribbon w/ bronze clasp
Position in Home Squadron Cadet Commander	
Achievement/Milestone Achievement 16- C/Maj, leadership ribbons through Earhart	
Activities Attended Encampment x3- Encampment ribbon w/ 2 clasps Red Ribbon Leadership Academy IACE- United Kingdom - IACE ribbon National Powered Flight Academy - NCSA ribbon	
CAC Service Currently serving on Region CAC - CAC ribbon w/ silver star and blue shoulder cord	
Other Current student pilot with solo endorsements - Solo wings High School Honor Roll Participated on CyberPatriot team	

Uniform Preparation Inspection	
Name Cadet Davis	# Years 4
Position in Home Squadron Cadet Leadership Officer	
Achievement/Milestone Achievement 12	
Activities Attended Encampment- student Greenville Airshow- Cadet Executive Officer Wing Cadet Competition- 1st Region Cadet Competition- 2nd National Cadet Competition- 4th	
CAC Service Currently serving on Wing CAC	
Other 60 hours community service Greenville Squadron's Cadet Officer of the Year	

Uniform Preparation Inspection	
Name Cadet Davis	# Years 4- Red Service ribbon
Position in Home Squadron Cadet Leadership Officer	
Achievement/Milestone Achievement 12- C/Capt, leadership ribbons through Earhart	
Activities Attended Encampment- student - Encampment ribbon Greenville Airshow- Cadet Executive Officer Wing Cadet Competition- 1st Region Cadet Competition- 2nd - NCC Ribbon w/ bronze clasp National Cadet Competition- 4th	
CAC Service Currently serving on Wing CAC - CAC ribbon w/ bronze star & red shoulder cord	
Other 60 hours community service - Comm. Service ribbon Greenville Squadron's Cadet Officer of the Year	

Uniform Preparation Inspection	
Name Cadet Edwards	# Years 1.5
Position in Home Squadron First Sergeant	
Achievement/Milestone Achievement 6	
Activities Attended Encampment- student Red Ribbon Leadership Academy National Character Day Greenville Airshow	
CAC Service none	
Other Greenville Squadron color guard Recruited 1 friend to join AFSA Outstanding Nat'l Cadet NCO of the Year Greenville Squadron NCO of the Quarter x2	

Uniform Preparation Inspection	
Name Cadet Edwards	# Years 1.5
Position in Home Squadron First Sergeant - diamond on collar insignia	
Achievement/Milestone Achievement 6- Jimmy Doolittle- C/SMSgt, leadership ribbons through Doolittle	
Activities Attended Encampment- student - Encampment ribbon Red Ribbon Leadership Academy National Character Day Greenville Airshow	
CAC Service none	
Other Greenville Squadron color guard- white shoulder cord Recruited 1 friend to join Greenville Squadron NCO of the Quarter x2 AFSA Outstanding Squadron Cadet NCO of the Year - AFSA Award ribbon	

Uniform Preparation Inspection	
Name Cadet Foster	# Years 4
Position in Home Squadron Emergency Services NCO	
Achievement/Milestone Achievement 8	
Activities Attended Encampment- student Greenville Squadron Spring Bivouac Greenville Squadron Geocaching Field Day Red Ribbon Leadership Academy	
CAC Service Currently serving on Wing CAC	
Other Recruited 3 friends into CAP CAP ground team member 12 search and rescue sorties as ground personnel w/ 1 "Find"	

Uniform Preparation Inspection	
Name Cadet Foster	# Years 4- Red Service ribbon
Position in Home Squadron Emergency Services NCO	
Achievement/Milestone Achievement 8- C/CM Sgt, leadership ribbons through Armstrong	
Activities Attended Encampment- student - Encampment ribbon Greenville Squadron Spring Bivouac Greenville Squadron Geocaching Field Day Red Ribbon Leadership Academy	
CAC Service Currently serving on Wing CAC - CAC ribbon w/ bronze star & red shoulder cord	
Other Recruited 3 friends into CAP- Recruiter ribbon CAP ground team member- Ground Team badge 12 search and rescue sorties as ground personnel w/ 1 "Find" - Air Search and Rescue ribbon, Search "Find" ribbon	

Uniform Preparation Inspection	
Name Cadet Garcia	# Years 7
Position in Home Squadron Advisor to the Cadet Commander	
Achievement/Milestone Spatz Award	
Activities Attended RCLS- Honor Cadet National Blue Beret Red Ribbon Leadership Academy Civic Leadership Academy National Character & Leadership Symposium	
CAC Service Served on National CAC for 1 year	
Other American Red Cross Jr. Volunteer of the Quarter 120 hours of community service	

Uniform Preparation Inspection	
Name Cadet Garcia	# Years 7- Red Service Ribbon w/ bronze clasp
Position in Home Squadron Advisor to the Cadet Commander	
Achievement/Milestone Spatz Award- C/Col, leadership ribbons through Spatz	
Activities Attended RCLS- Honor Cadet National Blue Beret - NCSA ribbon Red Ribbon Leadership Academy Civic Leadership Academy- clasp on NCSA ribbon National Character & Leadership Symposium - clasp on NCSA ribbon	
CAC Service Served on National CAC for 1 year - CAC ribbon w/ gold star	
Other American Red Cross Jr. Volunteer of the Quarter 120 hours of community service- Comm. Service ribbon w/ clasp	

Uniform Preparation Inspection	
Name Cadet Harris	# Years 6
Position in Home Squadron Cadet Commander	
Achievement/Milestone Eaker Award	
Activities Attended Encampment x3 Hawk Mountain Search and Rescue School Wing NCO School - Commander Greenville Squadron Geocaching Field Day Cadet Officer School	
CAC Service Served on Wing CAC for three years	
Other NRA Marksman CAP Honor Roll at USAF Academy CAP Achievement Award 40 hours community service	

Uniform Preparation Inspection	
Name Cadet Harris	# Years 6- Red Service Ribbon w/ bronze clasp
Position in Home Squadron Cadet Commander	
Achievement/Milestone Eaker Award- C/Lt Col, leadership ribbons through Eaker	
Activities Attended Encampment x3- Encampment ribbon w/ 2 clasps Hawk Mountain Search and Rescue School - NCSA ribbon Wing NCO School - Commander Greenville Squadron Geocaching Field Day Cadet Officer School- Clasp on NCSA ribbon and silver star on Mitchell ribbon	
CAC Service Served on Wing CAC for three years - CAC ribbon w/ bronze star	
Other NRA Marksman- Marksmanship badge CAP Honor Roll at USAF Academy CAP Achievement Award- Achievement Award ribbon 40 hours community service	

Uniform Preparation Inspection	
Name Cadet Ingram	# Years 3
Position in Home Squadron Flight Commander	
Achievement/Milestone Mitchell Award	
Activities Attended Encampment- student Senior NCO Academy National Character Day National Glider Flight Academy	
CAC Service none	
Other Completed Cadet Pre-solo Rating Recruited 6 friends to join Greenville Squadron color guard Wing Color Guard Competition- 1st place Region Color Guard Competition- 4th place	

Uniform Preparation Inspection	
Name Cadet Ingram	# Years 3- Red Service ribbon
Position in Home Squadron Flight Commander	
Achievement/Milestone Mitchell Award- C/2nd Lt, leadership ribbons through Mitchell	
Activities Attended Encampment- student - Encampment ribbon Senior NCO Academy National Character Day National Glider Flight Academy- NCSA ribbon	
CAC Service none	
Other Completed Cadet Pre-solo Rating- Pre-Solo badge Recruited 6 friends to join - Recruiter ribbon w/ 2 clasps Greenville Squadron color guard- white shoulder cord Wing Color Guard Competition- 1st place Region Color Guard Competition- 4th place - National Color Guard Competition ribbon	

Uniform Preparation Inspection	
Name	# Years
Cadet Johnson	4
Position in Home Squadron	
Flight Member	
Achievement/Milestone	
Acheivement 10	
Activities Attended	
Encampment- student Wing Drill & Ceremonies School RCLS Cadet Ironman Competition	
CAC Service	
Currently serving on Group CAC	
Other	
Greenville Aerospace Bowl Champion Former drill team commander Completed Model Rocketry program 60 hours community service Participated on CyberPatriot team	

Uniform Preparation Inspection	
Name	# Years
Cadet Johnson	4- Red Service ribbon
Position in Home Squadron	
Flight Member	
Achievement/Milestone	
Acheivement 10- C/1st Lt, leadership ribbons through Mitchell	
Activities Attended	
Encampment- student - Encampment ribbon Wing Drill & Ceremonies School RCLS Cadet Ironman Competition	
CAC Service	
Currently serving on Group CAC- CAC ribbon and green shoulder cord	
Other	
Greenville Aerospace Bowl Champion Former drill team commander Completed Model Rocketry program - M. Rocketry badge 60 hours community service - Comm. Service ribbon Participated on CyberPatriot team	

Item

GARMENTS

- 1. Press
- 2. Cords, loose strings, lint

	Unsatisfactory	Good	Excellent	
Points per mark	0	1	3	
Marks per column				Subtotal
(Multiply) Subtotal: Points for column				

REQUIRED ACCOUTREMENTS

- 3. Uniform includes all assigned accoutrements

	2 > Errors	1 Error	Perfect	
Points per mark	0	2	8	
Marks per column				Subtotal
(Multiply) Subtotal: Points for column				

ACCOUTREMENT PLACEMENT

- 4. Grade insignia
- 5. Nameplate
- 6. Ribbons (location of stack)
- 7. Ribbon order
- 8. Badges and/or wings
- 9. Flight cap device or grade insignia

	Unsatisfactory	Good	Excellent	
Points per mark	0	2	5	
Marks per column				Subtotal
(Multiply) Subtotal: Points for column				

REPORTING

- 10. Report-In
- 11. Report-Out

	Unsatisfactory	Good	Excellent	
Points per mark	0	1	3	
Marks per column				Subtotal
(Multiply) Subtotal: Points for column				

Judge

Grand Total