



Addison Eagles Composite Squadron  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY  
4736 Airport Parkway, Addison, TX 75001

19 January, 2005

SUBJECT: Tracking of Speciality Tracks  
TO: All Senior Members - Addison Eagles Composite Squadron

**Effective immediately**

All senior members will have each level of their speciality track progress verified and signed off by the member within that speciality track of a higher level. If no higher level is available, the Commander will have sign off authority.

All speciality tracks have check off lists available, print them off and have them signed and dated. When the skill level has been completed, turn all paperwork into the personnel officer or the professional development officer to ensure proper credit.

Sincerely,

Laurie Lancaster, Maj, CAP  
Chief of Staff  
Addison Eagles Composite Squadron