

PREAMBLE

The name of this organization shall be the WOMEN'S AIR RESERVE.



The primary object of this organization shall be to train women pilots in practical mechanics, as pertaining to any skilled workmanship, academic work, and in flying, so that they may be qualified and available for military or civic service in these UNITED STATES OF AMERICA in any national or civil emergency.



It shall be the aim of the WOMEN'S AIR RESERVE to build and maintain an organization in so far as may be practicable along the tenor of the AIR CORPS, UNITED STATES ARMY.



REGULATIONS OF THE WOMEN'S AIR RESERVE

1. In so far as may be practicable and possible, the tenor of the UNITED STATES ARMY regulations shall be observed and followed.

2. Eligibility for enlistment shall consist of a pilot's license or a student pilot's permit, issued by the Aeronautical Branch of the United States Department of Commerce, or such other qualifications as may be deemed sufficient by the Corps Area Enlistment Board and approved by the Commanding General; provided, however, that in no event shall the number of non-flying members ever exceed one-tenth of the total membership.

3. Application for membership may only be made on the official Women's Air Reserve application form. This form may be obtained from the Corps Area Enlistment Board from which the applicant is making application and when executed the application with three photographs of applicant, shall be filed with the Corps Area Enlistment Board.

(a) Applications shall be considered in the following manner:

- (1) The name of each applicant shall be posted on the Corps Area Headquarters bulletin board for sixty (60) days.
- (2) The name of each applicant shall appear in Corps Area notices of meetings for two consecutive months.
- (3) The name of each applicant shall be sent to the Ninth Corps Areas for consideration in accordance with Regulations No. 3a, 1 and 2.

(b) Each application shall be considered and passed upon by the Enlistment Board in the manner prescribed by Regulation No. 8-1c, and the decision of the Corps Area Board shall be communicated to the applicant.

4. (a) Enlistment in the Women's Air Reserve shall be for an indeterminate period.
(b) Resignations may be accepted at the discretion of the Commanding General.
(c) An honorable discharge shall be issued if recommended by the Corps Area Rating Board and approved by the Commanding General.
(d) Court Martial, or wash-out, from the Women's Air Reserve shall not be ordered except for a major offence in accordance with Regulations No. 8-4a, and only after trial by Court Martial. Refer to Regulations 8-3a.
(e) Failure of Student Pilot to solo within six months of enlistment date, except by special order (Regulations No. 8-2c-7) from the Rating Board, automatically constitutes a special discharge, though honorable, known as: Discharge for failure to qualify.

5. OATH

I, _____, do solemnly swear that I will bear true faith and allegiance to the United States of America and to the Women's Air Reserve and do hereby acknowledge to have voluntarily accepted enlistment in the Women's Air Reserve, unless sooner discharged by proper authorities; and that I will serve them honestly and faithfully against all their enemies whomsoever; and do also agree to accept from the Women's Air Reserve, such pay, rations and clothing as may be established by the laws of the Women's Air Reserve; and that I will obey the orders of the Commanding General of the Women's Air Reserve and the orders of the officers appointed over me, according to the regulations of the Women's Air Reserve. So Help me God!

6. Qualifications, Rank and Rating:

(The foregoing Regulations with reference to qualifications, rank and ratings shall become effective on July the First, 1932. Until that date appointments may be made by the Ninth Corps Area Rating Board as it may see fit. After

July the First, 1932, the foregoing regulations may be modified or waived only by a Corps Area Rating Board and the approval of the Commanding General.)

(1) Enlisted personnel:

- (a) Privates shall be required to have passed a United States Department of Commerce Student's Pilot Permit.
- (b) Corporals, Sergeants, Technical Sergeants and Master Sergeants shall be appointed by the Corps Area Rating Board in accordance with Regulations No. 8-2-c-1.

(2) Cadets.

A woman pilot holding any Department of Commerce license shall be eligible for the rating of Cadet and after six months' service in the Women's Air Reserve she may qualify for a commission by satisfactorily passing such examinations as may be given by the Corps Area Rating Board. Attention is invited to Regulations No. 8-2-c-2.

(3) Commissioned Personnel:

- (a) Second Lieutenants shall be required to have passed a Department of Commerce Private or Limited Commercial license and be accredited with a minimum of one hundred solo hours and six months' service in the Women's Air Reserve.
- (b) First Lieutenants shall be required to have passed a Department of Commerce Transport License and be accredited with a minimum of five hundred solo hours and 1 year's service in Women's Air Reserve.
- (c) Captains shall be required to have passed a Department of Commerce Transport License and be accredited with a minimum of one thousand solo hours and two years' service in the Women's Air Reserve.
- (d) Majors shall be required to have passed a Department of Commerce Transport License and be accredited with a minimum of one thousand solo hours and five years' service in the Women's Air Reserve.
- (e) Lieutenant Colonels shall be required to have passed a Department of Commerce Transport License and be accredited with a minimum of one thousand solo hours and seven years' service in the Women's Air Reserve.
- (f) Colonels shall be required to have passed a Department of Commerce Transport License and be accredited with a minimum of one thousand solo hours and ten years' service in the Women's Air Reserve.

(g) General:

- (1) The General is an elected officer and shall be elected by a majority vote of commissioned personnel.
- (2) The term of office of the General shall be two years, terminating on midnight, June 30th, of even years.
- (3) On or about January First (1st) of every even year, nomination blanks for General shall be mailed to each commissioned officer and the two members receiving the largest number of votes shall be candidates for General at the ensuing election, which shall likewise be conducted by mailing ballots to each commissioned officer.
 - (a) The nomination blanks shall be mailed to national headquarters where they will be opened and counted at the first (1st) meeting in March.
 - (b) Election blanks, when completed, shall be mailed to national headquarters where they will be held until opened and counted

at the first meeting after June First (1st).

- (c) The candidate who receives a majority of the votes cast for Commanding General shall be declared elected and assume office on July First (1st).
- (4) The Commanding General may be re-elected for any number of years.
- (5) The rank of Commanding General shall be held only during term of office and upon completion of her term the officer shall revert to her former rank.
- (6) In case of demise or permanent disability or disqualification of the Commanding General the highest ranking officer in the Women's Air Reserve shall temporarily command until a special election shall be held in accordance with Regulations No. 6-8b.
- (7) To be eligible for the elective office and rank of Commanding General, an officer must hold the rank of Captain or higher rank.
- (8) (a) A petition signed by sixty (60) per cent or more of the commissioned officers shall recall the Commanding General, who shall automatically and immediately revert to her former rank.
(b) In case of demise, permanent disability or disqualification of the Commanding General the office of the Commanding General shall be held temporarily by the highest ranking officer in the Women's Air Reserve pending a special election of a new Commanding General, which shall be held within sixty (60) days.

7. The Women's Air Reserve will be organized as a unit after the pattern of the Air Corps, United States Army, as follows:

- (a) Authority for the organization of a Squadron, Group or Wing shall be obtained from the Commanding General of the Women's Air Reserve.
- (b) All Squadron Officers appointed by Squadron Commanding Officer.
 - (1) Squadron: composed of a Commanding Officer and other officers with attached Cadets and enlisted personnel.
 - (2) Squadrons shall ordinarily have the following officers: Commanding Officer, Operations, Assistant Operations, Mess Officer, Finance, Adjutant, Publicity, Transportation, Armament, Radio, and other officers as deemed necessary and as used in the Air Corps, U. S. Army.
 - (3) Squadrons shall be formed as they are filled by officers of the Corps Areas and shall be numbered consecutively.
- (c) Group: composed of four Squadrons.
- (d) Wing: composed of three Groups.
- (e) Groups and Wings shall be formed as they are filled by Officers of the Corps Areas and shall be numbered consecutively.
- (f) Squadron, Group and Wing Commanding Officers shall be appointed and relieved at the sole discretion of the Commanding General.
- (g) Squadron, Group and Wing officers shall be appointed and relieved by their respective Commanding Officers.
- (h) The organization shall be confined to Nine (9) Corps Areas as defined by the United States Army.
- (i) National Headquarters shall be designated by the Commanding General for her term of office.
- (j) Commissioned and enlisted personnel shall be assigned to Squadrons formed in their respective Corps Areas.

8. All boards shall be appointed by the Commanding General and hold office

during her term.

- (1) Enlistment Boards:
 - (a) Enlistment Boards shall consist of three officers.
 - (b) The number of Enlistment Boards and their locations shall be determined from time to time by the Commanding General.
 - (c) The duties of Enlistment Boards shall be:
 - (1) To examine and pass upon all applications for enlistment in their Corps Areas.
 - (2) Post names of applicants in accordance with Regulations No. 3-a 1, 2 and 3.
 - (3) Notify applicant of acceptance or rejection.
 - (4) Forward original (first copy) of enlistment blanks to Commanding General's Adjutant at National Headquarters.
 - (5) Notify in writing the Corps Area Rating Board of acceptance of applicant.
- (2) Rating Boards:
 - (a) Rating Boards shall consist of three officers.
 - (b) The number of Rating Boards and their locations shall be determined from time to time by the Commanding General.
 - (c) The duties of Rating Boards shall be:
 - (1) To examine and pass upon all enlisted personnel, cadets and commissioned officers in their Corps Areas for grade and rank.
 - (2) To examine and pass upon all enlisted personnel, cadets and commissioned officers in their Corps Areas for advance in grade and rank.
 - (3) To notify applicants in their Corps Areas accepted as members of the Women's Air Reserve to appear before the Rating Board for examination and appointment of grade or rank.
 - (4) To notify enlisted personnel, cadets and commissioned officers of their Corps Areas to appear before the Rating Board for examination and appointment for advance in grade or rank.
 - (5) To notify enlisted personnel, cadets and commissioned officers of their Corps Areas of their failure or successful passing of examinations for advance in grade or rank.
 - (6) Issue Honorable Special Discharge for Failure to Qualify to privates in their Corps Areas who have not soloed within the specified time of six months after date of enlistment in the Women's Air Reserve.
 - (7) Extend to privates in their Corps Areas who have not soloed within six months after date of enlistment in the Women's Air Reserve such additional time as may seem advisable because of injuries, illness, economic reasons or other exceptional circumstances.
 - (8) Authorize and permit further service in Women's Air Reserve to personnel in their Corps Areas losing licenses on account of injuries, illness, economic reasons or other exceptional circumstances.
 - (9) Assign commissioned and enlisted personnel to their respective Corps Area Squadrons for duty.
 - (10) Notify Squadron Commanding Officer of assignments of commissioned or enlisted personnel.
 - (11) Issue transfers to commissioned and enlisted personnel for change of Squadron duty.

(3) Special Boards:

(a) Court Martial Boards:

- (1) Court Martial Boards shall consist of three officers.
- (2) The number of Court Martial Boards and their locations shall be determined from time to time by the Commanding General.
- (3) The duties of the Court Martial Boards shall be:
 - (1) To notify the accused (in writing) of the time, date and place of the Court Martial.
 - (2) To conduct trial of all persons brought before them, permitting the accused to have for her defense such counsel as she may designate.
 - (3) At the time of serving member to be tried with notice of time, date and place of trial, the accused member shall be furnished with a complete and true copy of the complaint and this shall be done at least one month before the trial.
 - (4) To judge what constitutes sufficient complaint or complaints for Court Martial.
 - (a) Any member may be tried by Court Martial for any offense that tends to bring discredit against the Flag and the Women's Air Reserve.
(Examples: Conduct unbecoming a member of the Women's Air Reserve; wrongful use or display of uniform; conduct unbecoming a lady and an officer; violations of Women's Air Reserve regulations and designated duties; loss of a Department of Commerce license because of violation of its regulations; use of the name Women's Air Reserve, its uniform, Flag, or membership to personally publicize one's self or in any manner whatever to obtain or cause to be obtained personal publicity. Personal aggrandizement gained through being a member of the Women's Air Reserve will be considered one of the major offenses.)
 - (5) To notify members of their Corps Areas of the findings and results of the Court Martial.

(4) Advisory Boards:

An Advisory Board of from three to five persons may be appointed by the Commanding General at her discretion.

(5) Such other Boards and Committees as may be deemed necessary or advisable and appointed by the Commanding General.

9. Officers appointed by the Commanding General:

- (1) An officer to be known as the Executive Officer of the Women's Air Reserve whose duties shall be as representative of the Commanding General, Women's Air Reserve, to act in an advisory capacity to Squadron Commanding Officers and to assist in the organization of new Squadrons and such other duties as ordered by the Commanding General.
- (2) All Corps Areas Squadron, Group, and Wing Commanding Officers.
- (3) An Officer of any rank to be the Commanding General's Adjutant.

(a) Whose duties shall be:

- (1) Adjutant for the Commanding General and the Women's Air Reserve and its Nine Corps Areas.
- (2) To create and maintain for each and every member of the Women's Air Reserve a No. 201 file.

(b) To hold office only during the term of the Commanding General.

- (1) An officer of any rank to be the Finance Officer for the Women's Air Reserve and its nine Corps Areas.
 - (a) Whose duties shall be:
 - (1) To care for all Corps Area moneys of the nine Corps Areas of the Women's Air Reserve.
 - (2) To pay all just bills of the Corps Areas of the nine Corps Areas of the Women's Air Reserve.
 - (3) To present to the Commanding General a yearly financial statement on or about July First (1st).

10. Proposed amendments to these regulations will be listed and voted upon at the time of each election for the Commanding General and two-thirds vote of the commissioned personnel shall be required to adopt any amendment or repeal any existing regulation.

11. There shall be no initiation fee, dues or assessments.

12. Fiscal years shall begin at midnight, June 30th, of each year.

13. Miscellaneous Communications: (Any member may in writing):

- (a) Propose names for enlistment in the Women's Air Reserve and direct the Corps Area Enlistment Board to mail a Women's Air Reserve application blank to a proposed member.
- (b) Make complaint on any subject to the Commanding General through her immediate Commanding Officer.

14. Meetings:

- (a) Squadrons shall hold a called meeting at least once a month.
 - (1) In the event a member, enlisted or commissioned, misses two consecutive monthly meetings, the Squadron Adjutant shall require said member to furnish written explanation of absence.
 - (2) In the event a member misses three consecutive monthly meetings and does not comply with Regulation No. 14a1 the matter shall be reported in writing by the Squadron Adjutant to the Squadron Commanding Officer for such action as may be warranted and ordered.

15. Files and Reports:

(a) No. 201 File:

- (1) There shall be maintained for each and every member of the Women's Air Reserve a file for all correspondence and records pertaining to that individual.
- (2) Each file shall be maintained by and in the keeping of the Commanding General's Adjutant, who shall treat all information as strictly confidential and preserve its secrecy under lock and key.
- (3) Permission to have access to this file must be obtained from the Commanding General.
- (4) No member shall be permitted to have access to her own No. 201 file.
- (5) The Commanding General's No. 201 file shall be maintained by her Adjutant.
- (6) The Commanding General's Adjutant's No. 201 file shall be maintained by the Commanding General and in the keeping of the Commanding General.

(b) Efficiency Reports:

- (1) Shall be made out for each and every member of the Women's Air

Reserve by their Squadron Commanding Officers, yearly, on or before July First; copies shall be made for the Squadron, Corps Area Headquarters, No. 201 File and the Commanding General.

(2) Squadron, Group and Wing Commanding Officers, Corps Areas Finance Officer and the Commanding General's Adjutant's Efficiency Reports shall be made out by the Commanding General and copies shall be made for the No. 201 File and the Commanding General.

(3) No member shall have access to her own Efficiency Reports.

16. The uniform: All uniforms of the Women's Air Reserve shall be worn by:

(a) The commissioned personnel unless otherwise ordered by the Corps Area Rating Board.

(b) The enlisted personnel after serving six months in the Women's Air Reserve shall receive proper authorization to wear any or all Women's Air Reserve uniforms from the Corps Area Rating Boards.

(c) Cadets are not authorized to wear any Women's Air Reserve uniform unless otherwise ordered by the Corps Area Rating Board.

(d) (Dress uniform not authorized at printing of this copy of Women's Air Reserve Regulations.)

(e) Fatigue uniform:

- (1) Lafayette Esquadville Blue Jodphurs, red stripe down leg of Jodphurs.
- (2) Lafayette Esquadville Blue Shirt, same material as Jodphurs.
- (3) Lafayette Esquadville Blue Suede Jacket.
- (4) Black felt Beret.
- (5) Black gloves.
- (6) Black Jodphur boots.
- (7) Black tie.
- (8) Black belt.

(f) Optional uniform:

- (1) Lafayette Esquadville Blue divided skirt of same material as Jodphurs and shirt, to be worn with Regulation 16-(e)-2-3-4-5-7.
- (2) Black high boots to be worn with skirt.

(g) Coveralls of Lafayette Esquadville Blue, to be worn by:

- (1) Commissioned personnel with proper display of rank on shoulders.
- (2) Enlisted personnel with proper display of grade on both sleeves, four inches from shoulders, and black Berets and black Jodphur boots or shoes.

17. The insignia of the Women's Air Reserve will be as follows:

(a) Wings.



(b) Rank insignia: rank may be recognized by the following symbols:

(1) Commanding General—Gold Star.

(2) Colonel—Silver eagle with red edge.

(3) Lieutenant Colonel—Silver leaf with red edge.

(4) Major—Gold leaf with red edge.

(5) Captain—Double silver bar with red center line.

(6) First Lieutenant—Single silver bar with red center line.

(7) Second Lieutenant—Single gold bar with red center line.

(8) Cadets—Red shoulder button with two borders of green and gold.

(9) Master Sergeants—Three stripe chevron, red on black, two propellers, two bars below.

(10) Staff Sergeants—Three stripe chevron, red on black, one propeller, one bar below.

(11) Sergeant—Three stripe chevron, red on black.

(12) Corporal—Two stripe chevron, red on black.

(13) Private—One stripe chevron, red on black.

(c) Service Ribbons:

(1) Former Commanding Generals: Red ribbon with small gold star. (Other service ribbons not authorized at printing of this copy of Women's Air Reserve Regulations.)

(d) Decorations:

(Not authorized at printing of this copy of Women's Air Reserve Regulations.)

18 Women's Air Reserve Flag:



(a) Colors as used in American Flag.

(b) Blue field with Women's Air Reserve silver wings. Blue, white and red alternate stripes top and bottom. Edge of silver fringe.

WOMEN'S AIR RESERVE

TABLE - RECORD OF MERIT.

Each member starts the new fiscal year with 100 Merits.

Attendance - Tardiness - 10 Demerits each time.

Attendance to each meeting if not Tardy - 5 Merits

First Absence - 5 Demerits

Second consecutive absence - 10 Demerits

Third consecutive absence - 15 Demerits etc.,

Demerits shall be issued unless proper excuse is given in writing prior to each meeting. Permissible excuses shall be Sickness, Business or out of town.

Appearance (either in public or at meetings) (Drill Inspection)

No. complete uniform - 5 Merits,

Incomplete Uniform (if the member is known to have complete uniform)- 2 Demerits

Poor appearance (dirty or sloppy) - 5 Demerits

Conduct (In uniform in public)

Conspicuous or loud- 25 Demerits

Drinking in Uniform- 50 Demerits

Good conduct -5 Merits.

Discipline (General)

Good- 10 Merits; Poor- 10 Demerits.

Discipline shall be judged by the members ability to obey orders and superior officers, also upholding Rules and Regulation of the Women's Air Reserve.