

Approved: 25 June 2020



Post-COVID-19 Remobilization of the Membership Plan
Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc)



CONNECTICUT WING, CAP
Dated:22 JUNE 2020

COVID-19 Remobilization of the Membership Plan – Phase II

This plan has been developed for CONNECTICUT Wing, using the template provided by the Civil Air Patrol National Headquarters to enter Phase II, Resuming One-Day Special Activities. Each subsequent Phase shall require a separate, approved plan to be submitted for approval to CAP NHQ.

Additional staffing and resources have been coordinated with N/A, to cover gaps in this wing's available resources.

NOTE: Deviations from the template are authorized, but should be coordinated by contacting the COVID-19 Planning Team at COVID-19Plans@capnhq.gov.

Plan Coordinator and Point of Contact: Lt Col. Robert M. Dodenhoff, M.D.

Primary Phone: 860-301-6183

Primary Email: flymd11@att.net

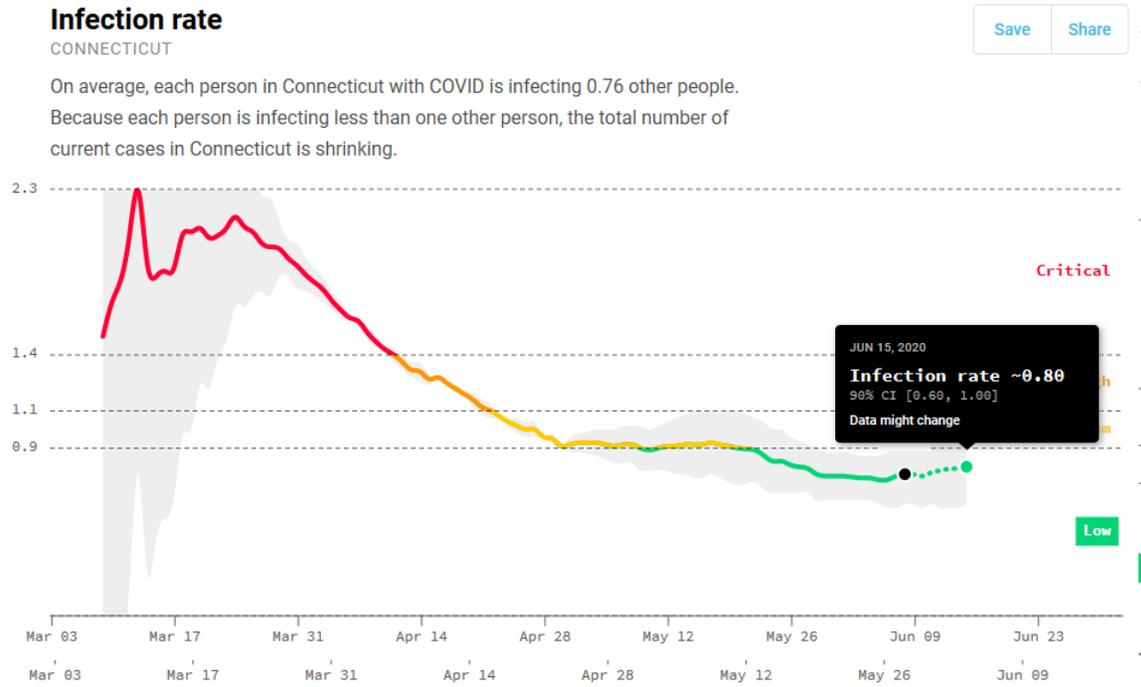
Narrative Summary of Coordination and Events To-Date in CONNECTICUT Wing:

The CTWG Remobilization committee has met to discuss and review current status of COVID-19 with regard to State and local restrictions applicable to CAP operations, meetings, and special one-day activities. CTWG submits our Phase II remobilization plan for review. The CTWG remobilization team includes members with a variety of backgrounds; A legal officer and practicing doctor, a health services officer, a current squadron commander who also serves CTWG as Asst. Director of Operations and having a professional public safety background, and the CTWG Chief of Staff.

Since 23 March, Connecticut has been experiencing a steady decline in the infection rate. As of 22 June, the CovidActNow website (<https://covidactnow.org/us/ct/>) reflects Connecticut **Infection Rate** (Figure 1) continues to remain in the green (low) zone since 20 May and is hovering at an infection rate of 0.8. Governor Lamont initiated Phase II reopening efforts effective 17 June and CAP CTWG will follow State of Connecticut guidelines for our Phase II remobilization effort.

Our **ICU Headroom** (Figure 3) has dropped significantly since submitting our Phase I plan and is currently at 28% and continues to decline at an average trending rate of 2% / day since 20 May (last day at 100%). Our current 2.4% 7-day trailing **Positive test rate** (Figure 2) continues to decline trending downward at approximately 0.3% / day and is also in the green (low) zone.

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Our team continues to carefully study the COVID-19 letters, memos, and executive orders posted on local city and state websites. Based on our findings, and the restrictions listed in this Remobilization plan the committee feels strongly that the data provides justification to move forward with our Phase II plan.

Gov. Lamont plans to enter Phase III reopening on or about 15 July. Assuming this occurs, CTWG shall file a PHASE III opening plan with CAP NHQ for approval with an expected 15 JULY Phase III re-opening for CTWG members.

Based on the data provided in this document with regard to COVID-19, the CTWG will continue to protect our

members as we begin a transition into Phase II. The CTWG and the Remobilization committee will closely monitor national, State, and

Figure 1 – Infection rate of 0.8 % as of 16 June

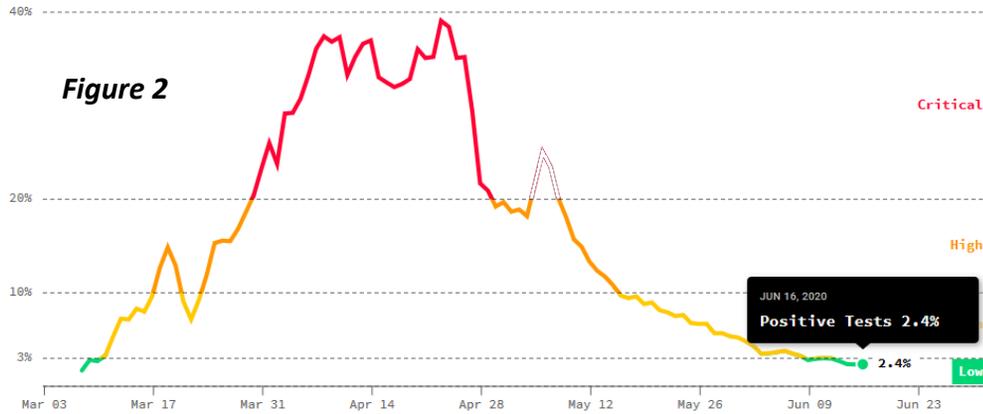
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Positive test rate

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A low percentage (2.4%) of COVID tests were positive, which suggests enough widespread, aggressive testing in Connecticut to detect most new cases. Identifying and isolating new cases can help contain COVID without resorting to lockdowns.

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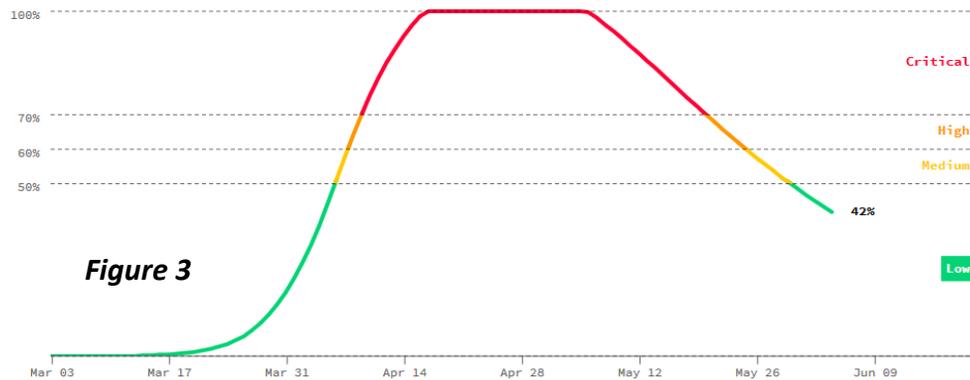
ICU headroom used

Beta

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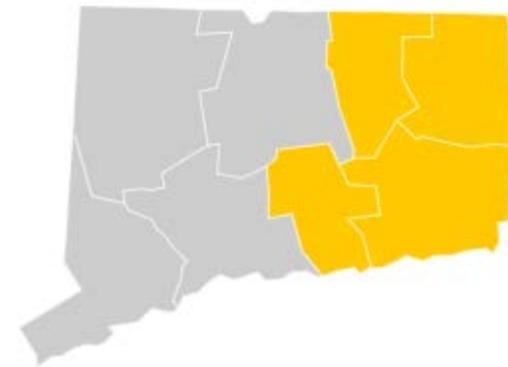
Connecticut has about 674 ICU beds. We estimate that 35% (235) are currently occupied by non-COVID patients. Of the remaining 439 ICU beds, we estimate 183 are occupied by COVID cases, or 42% of available beds. This suggests there is likely enough capacity to absorb a wave of new COVID infections.

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local COVID-19 data to allow a quick response to any changing conditions that may necessitate a reversion to Phase I or lower if warranted at the State and/or local level.

CTWG is planning to enter Phase II no earlier than 29 June. CTWG Col. James Ridley will conduct a virtual meeting with all subordinate unit commanders upon approval of this remobilization plan and prior to implementation to ensure comprehension and complete understanding of what our specific plan allows and to what extent.



COVID-19 Remobilization of the Membership Plan – Phase II

Special one-day events planned or being planned for CTWG:

- Summer 2020: Powered OFlights permitted and allowed
- Summer 2020: Glider OFlights as permitted and allowed
- Summer 2020: Air museum visits as permitted and allowed
- Summer 2020: Flight clinics to include regaining proficiency with Becker, G1000, and aircrew topics (MP/MO/MS)
- August 2020: SAR exercise / TRAEX / SAREX
- July 2020: USCG Oscar training (aircrew only)
- October 2020: NER joint Training exercise
- October 2020: NER Conference

Specific actions CTWG is doing for Phase II Remobilization:

- State of CT COVID-19 data is being monitored and the governor's declarations are being adhered to.
- Phase II remobilization memorandum to all members has been prepared and will be sent upon approval of this plan.
- An Activity Safety Officer (ASO) shall be appointed for any special event that takes place in Phase II. The ASO shall make all appropriate risk mitigation and risk planning decisions and shall advise command staff to cancel or continue based on ORM.
 - Due to the increased need for Activity Safety Officers during the Remobilization effort, CTWG is strongly encouraging ASO training for all unit leadership to include unit command staff, AEOs, CPs, Operations officers, and ES officers to further prepare these members to function as activity directors.
- Major Phase II activities (e.g. Orientation flight day, SAR/DR exercises) are being planned as distributed activities at multiple locations to reduce the need for member travel.
- Non-critical training and activities have been placed on hold until at least Phase III.

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Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc)

NOTE: Resuming one-day special activities will not be done before it has been deemed appropriate to resume regularly scheduled meetings (i.e., this will start in Phase II).

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.1.	Wing Commanders should review their wing calendar for previously-postponed and upcoming day-only events	Lt Col Matthew Valleau	20 June 2020			In Progress – Wing Calendar will be scrubbed and checked and updated
2.1.1.	Wing priorities for training events should be coordinated with unit commanders’ needs	Lt Col Matthew Valleau	20 June 2020			OPS and ES will be tasked to restart training in coordination with the local squadrons.
2.1.2.	Task staff officers to provide input on list of events and priorities:	Lt Col Matthew Valleau	20 June 2020		21 June 2020	All Staff Officers will be requested to provide updates and long-term planning
2.1.2.1.	Director of Aerospace Education	Lt Col Rocketto	22 June 2020	29 June 2020		Reports on Events Requested
2.1.2.2.	Director of Cadet Programs	Lt Col Hoar	22 June 2020	29 June 2020		Reports on Events Requested
2.1.2.3.	Director of Operations/Emergency Services	Maj Whitesell Lt Col Brownell	22 June 2020	29 June 2020		Reports on Events Requested
2.1.2.4.	Director of Professional Development	Maj Laura Moore	22 June 2020	29 June 2020		Reports on Events Requested
2.1.2.5.	Plans and Programs Officer	Lt Col Jeff Travers	22 June 2020	29 June 2020		Reports on Events Requested
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	Col James Ridley	22 June 2020	29 June 2020		Once All staff reported – we will deconflict with subordinate units.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	Col James Ridley (Lead)	22 June 2020	6 July 2020		Planned date to publish
2.4.	Task the Director of Safety to coordinate with Activity Directors	Lt Col Stephen Valastro	22 June 2020		Ongoing	Ongoing through all activities
NOTE:	<i>The term “Activity Directors” may include Incident Commanders that are directing exercises. Incident Commanders should use existing operational guidance for real-world missions and taskings. Use good judgement.</i>					
2.4.1.	Activity Directors will use Post-COVID-19 produced Risk Management (RM) forms to mitigate local risks	Lt. Col Robert M. Dodenhoff MD	20 June 2020		Ongoing	Will comply. This has been communicated to unit commanders via CTWG electronic notification channels

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2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	Lt. Col Robert M. Dodenhoff MD	1 June 2020		21 June 2020	Local units have been arranging supplies of masks, thermometers, and sanitizing supplies since 1 June.
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Phase II: Resuming One-Day Special Activities (AE Events, SAREXs, etc; continued)

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.5.	Task the Health Service Officer to coordinate with Activity Directors	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	Will comply
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	Local units have been arranging supplies of masks, thermometers, and sanitizing supplies since 1 June. Any temperature of 100.4F or greater will not be allowed to enter.
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	This has been communicated to unit commanders via CTWG electronic notification channels
2.5.3.	Health Service Officers ensure that there is a cleaning/sanitizing plan for commonly touched surfaces, a hand washing plan, a face covering plan, a temperature check plan (either performed prior to entering the activity with a no-touch thermometer or performed at home prior to coming to the activity), and a social distancing plan.	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	See attached.
2.5.4.	Units will ensure no more than 50 members are together at gatherings. Squadrons with more than 50 members must submit a plan on how they will comply with restrictions	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	See Section 3.2.1 of the attached CTWG Operations Plan.
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	Activity Directors shall maintain contact information for all participants along with the individuals' preferred method of contact. SMS, email and phone messaging shall be utilized.
2.7.	Ensure Activity Directors have plans in place to conduct verification of local public health guidance, local weather, and any	Lt. Col Robert M. Dodenhoff MD	20 June 2020		21 June 2020	Activity Directors shall conduct checks of local government websites, local weather sites, and review the State of CT COVID-19 webpage as well as any other means of

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	other information that may lead to event cancellation (Continuation Check)					information gathering to determine level of risk for the event at the increments listed below. Cancellation notification shall follow 2.6 above.
2.7.1.	45 Days Prior Continuation Check	Capt. Brian Proulx	18 June 2020		18 June 2020	Activity directors and/or unit commanders will work as-needed with wing COVID-19 remobilization team.
2.7.2.	14 Days Prior Continuation Check	Capt. Brian Proulx	18 June 2020		18 June 2020	Activity directors and/or unit commanders will work as-needed with wing COVID-19 remobilization team.
2.7.3.	7 Days Prior Continuation Check	Capt. Brian Proulx	18 June 2020		18 June 2020	Activity directors and/or unit commanders will work as-needed with wing COVID-19 remobilization team.
2.7.4.	1 Day Prior Continuation Check	Capt. Brian Proulx	18 June 2020		18 June 2020	Activity directors and/or unit commanders will work as-needed with wing COVID-19 remobilization team.
2.7.5.	Day-Of Continuation Check	Capt. Brian Proulx	18 June 2020		18 June 2020	Activity directors and/or unit commanders will work as-needed with wing COVID-19 remobilization team.
2.8.	Ensure Unit Commanders are aware of and following the same procedures for unit-only single-day activities (i.e., they are the Activity Director for the purposes of this checklist, for unit events)	Capt. Brian Proulx	18 June 2020		18 June 2020	This has been communicated to unit commanders via CTWG electronic notification channels
2.9.	Email this plan to signal intentions to resume single-day events to the CAP COVID-19 Planning Team at COVID-19Plans@capnhq.gov , and copy the Region Commander	Capt. Brian Proulx	18 June 2020		18 June 2020	Will comply as requested.
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	Capt. Brian Proulx	18 June 2020		18 June 2020	Refer to the above and to the attached CTWG Operations Plan.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Capt. Brian Proulx	18 June 2020		18 June 2020	Local governments are referencing State of CT Phase II reopening restrictions. Based on this guidance: 1. CTWG will permit in-person meetings, special events, and training (not to exceed 25 members)

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						<p>a. Refer to Operations Plan Section 3.2.1.2 regarding gatherings greater than 25 as permitted by State of CT Phase II reopening guidelines.</p> <p>2. Social distancing, face covering, no physical contact and appropriate sanitation is required.</p> <p>3. Squadron meetings shall resume provided capacity meets requirements of paragraph 1 above.</p>
2.9.3.	Set date to resume one-day special activities	Capt. Brian Proulx	18 June 2020		18 June 2020	CTWG has set a date of 20 June 2020 for one-day special events to resume.
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	Capt. Brian Proulx	18 June 2020		18 June 2020	Will comply as requested.
2.10.	Publish the date that one-day special activities will resume to subordinate units	Capt. Brian Proulx	18 June 2020		18 June 2020	In progress, awaiting approval.
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	Capt. Brian Proulx	18 June 2020		18 June 2020	In progress, awaiting approval to make the notifications
2.11.1.	Identify flight operations permitted during Remobilization Phase II	Capt. Brian Proulx	18 June 2020	18 June 2020	18 June 2020	Refer to Section 3.2.2 of the attached OPLAN
2.11.2	Identify requirements (Currency, etc) for Senior members	Capt. Brian Proulx	18 June 2020		18 June 2020	Provided group gatherings do not exceed State of CT Phase II guidelines, Senior Members may begin to work with SETs to requalify in the areas that are going to expire in the next 1-3 months. Due to the shutdown, there are many members who can benefit from requalifying early to avoid many members from all expiring at once.
2.11.3	Identify cadet training requirements that may be different than Phase I requirements	Capt. Brian Proulx	18 June 2020	18 June 2020	18 June 2020	Refer to Section 3.2.1 of the attached CTWG Operations Plan. Cadet compliance is required. Phase II shall permit Cadet OFlights IAW para 3.2.2.2 in the attached CTWG Operations Plan. Cadet compliance is required.

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2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	Capt. Brian Proulx	1 June 2020		6 June 2020	CTWG has already published cleaning standards in the form of a checklist based on CAP cleaning guidelines. This will continue to be enforced by all FROs and aircrews.
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COVID-19 Remobilization of the Membership Plan – Phase II



Connecticut Wing Civil Air Patrol Operations Plan COVID-19 Remobilization (Phase II) 29 June 2020



1. Situation

1.1. Pandemic Threat

- 1.1.1. COVID-19 is a novel coronavirus that created a global outbreak and associated public health declarations including social distancing, protective equipment, and an increased focus on hygiene. Because of the variation in impacts and legal restrictions across the various states, there is no one-size-fits-all response for the Civil Air Patrol (CAP) to use in this situation. The Centers for Disease Control and Prevention (CDC) published a general FAQ about this disease on their website: <https://www.cdc.gov/coronavirus/2019-ncov/faq.html>.
- 1.1.1. Federal, state and local governments will continue to enact proactive steps to slow the spread of the disease, while carefully balancing other considerations for easing restrictions. The potential for disease resurgence and breakouts will likely necessitate the need to implement further restrictions or retrograde to earlier phases.

1.2. CAP Organizations and Government Partners

- 1.2.1. HQ CAP Mission: CAP Wing Commanders will proactively make their Wings ready to resume regularly scheduled meetings, single-day events, and overnight activities in accordance with local, state, and federal guidance. A phased-approach, based on the White House "opening Up America Plan" will help align efforts across Wings and Regions, and communicate where personnel are in the process to returning to a post-COVID-19 "normal" operations tempo.

1.3. State and local governments:

2. Mission

2.1. Transition to Phase II

- 2.1.1. On order, CTWG will transition to Phase II operations at the local level in order to deliberately and incrementally increase operating capacity on the way to resuming normal operations and fulfilling our three (3) Congressionally-chartered missions. CTWG squadrons are the main effort and Wing staff are in support.

3. Execution

3.1. Commander's Intent

- 3.1.1. Execute disciplined initiative at the squadron level, in alignment with federal, state, and local orders, to permit Phase II meetings, training, and activities for low-risk personnel while mitigating the risk of COVID-19 transmission to the maximum and practical extent.
 - a. Commander's Critical incident Reports (CCIRs)
 - b. Any CTWG CAP member tests positive for COVID-19.
 - c. Any CTWG CAP member exposed to COVID-19 while performing CAP duties or attending a CAP activity.
 - d. The hospitalization of CTWG CAP member as a result of COVID-19.
 - e. Death of a CTWG CAP member of known / suspected COVID-19 infection.
- 3.1.2. Phase II activities are on-going with minimal COVID-19 transmission risk to CTWG CAP members. The CTWG is postured for Phase III transition once state and local orders allow. Expected CTWG transition date to Phase III operations is expected on 15 July.

3.2. Operations

- 3.2.1. Phase II: Low-risk staff, permitting special one-day activities
 - 3.2.1.1. CTWG units and staff shall be authorized to conduct meetings and training activities for upwards of one (1) day for low-risk personnel.
 - 3.2.1.2. Self-identified low-risk members may return to in-person gatherings provided groups are:
 - a. No more than 25 members within the same general area for purposes of resuming training, meetings, or events. Excludes mission critical support. Paragraph 3.2.1.2(c) applies. The venue must be large enough to comply with social distancing with a minimum of 6 feet apart.
 - b. For groups larger than 25 (per State of Connecticut Phase II reopening guidelines):
 - i. No more than 25 members indoors or 100 members outdoors within the same general area for purposes of resuming training, meetings, or events. Excludes mission critical support.
 - ii. Body temperature checks will be conducted at entry

COVID-19 Remobilization of the Membership Plan – Phase II

point. Any person with a temperature of 100.4F or greater will not be permitted to enter and will be returned home. Paragraph 3.2.1.2(c) applies. The venue must be large enough to comply with social distancing having a minimum of 6 feet apart.

- c. Social distancing and face coverings shall be in effect, hygiene/health status checks through questions. Public health reminders are in place.
 - i. The State of Connecticut requires face coverings when in close contact (within 6 feet). Should physical activity interfere with the wearing of a face covering, the face covering may be removed provided a minimum of 15 feet social distancing is maintained.
- d. Per CAP Phase II guidelines, attendance shall be recorded and maintained as noted in 3.2.3.2.

3.2.2. Phase II flight operations

3.2.2.1. Flight training shall continue forward for self-identified low-risk individuals

- a. Aircrew shall wear face protection while within 6 feet and at all times when in the aircraft unless they are the sole occupant. Face protection shall permit clear voice transmission when using aviation headsets.
- b. Aircrew shall sterilize the aircraft cabin and surrounding environment IAW CTWG Aircraft Sterilization checklist (attached). Individuals shall sterilize hands prior to and after each flight. Use of protective hand coverings (gloves) will be at the discretion of the aircrew member.

3.2.2.2. Permitted Phase II flight activities shall include:

- a. Single pilot proficiency flights
- b. sUAS training and operations
- c. Flight evaluations (Form 5/91)
- d. 2/3-person aircrew training
- e. Dual instruction
- f. Cadet OFlights
 - i. No more than 3 Cadets in an aircraft at any time.
 - ii. No more than 15 cadets and up to 6 SMs and an Activity Safety Officer in the same general area. Social distancing and flight line safety is required at all times outside the aircraft.

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- iii. A body temperature check will be made prior to entry into the OFlight event where equipped to do so. Body temperature of 100.4F or greater will not be allowed to enter and will be returned home.
- iv. A letter will be sent to Cadet parents from the Wing Commander to review the COVID-19 safety precautions being taken in order to participate in OFlight events (see attachment).
- v. Face protection, social distancing, and frequent hand sanitization will be required while in the staging area and both before and after each OFlight.

3.2.2.3. Support Agencies

- a. CTWG staff shall provide support to local squadrons as appropriate. State and local COVID-19 restrictions will be monitored continuously for changes affecting local operations.

3.2.3. Squadron-level Events

- 3.2.3.1. Squadron commanders shall approve all unit activities and meetings involving no more than 100 members. For gatherings greater than 25 refer to 3.2.1.2(b) regarding compliance. Once approved, the squadron commander/appointed designee shall up channel to the Wing Commander for review and oversight.
- 3.2.3.2. Units will maintain attendance records for all approved activities for a minimum of 6 months to facilitate contact tracing, as required.
- 3.2.3.3. 1:1 activities (ground and flight) and flight operations IAW Section 3.2.2 shall be permitted without squadron commander approval.
- 3.2.3.4. Members shall follow the CAP NHQ guidelines for PPE, social distancing, cleaning, body temperature, hygiene monitoring, etc., at all times.
- 3.2.3.5. Any CAP member shall immediately notify CTWG/CC of any CCIR within 2 hours.

3.2.4. Coordinating Instructions: None

4. Administration and Logistics

N/A

5. Command and Signal

5.1. Signal

- 5.1.1. The CTWG command and key staff will meet weekly via conference call (as needed) to assess Wing operations and changes to State/Local restrictions.
- 5.1.2. Squadron Commanders shall be extended an invite to attend these calls. Meeting notes/updates shall be shared with the Squadron Commanders.
- 5.1.3. CCIRs shall be reported via telephone to Col. James Ridley at (631) 889-4919.

5.2. Command

- 5.2.1. Standard CTWG chain of command and reporting procedures are in effect.
- 5.2.2. To facilitate the planning and execution of remobilization, the CTWG Remobilization Planning Team (RPT) has been established to continually assess the situation and recommend phase changes to Command staff. The RPT is responsible for developing and publishing OPLANS, procedures, and briefing materials to assist squadrons and staff in messaging the remobilization.
- 5.2.3. The members of the RPT are:
 - a. CTWG/CC (Team Lead): Col. James A. Ridley
 - b. CTWG/ADO: Capt. Brian Proulx
 - c. CTWG/CP: Lt. Col. Bob Hoar
 - d. CTWU/SE: Lt. Col. Steven Valastro
 - e. Legal Officer: Lt. Col. Andrew Liput
 - f. Health Officer: Lt. Col Robert Dodenhoff

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Connecticut Wing Civil Air Patrol
Cadet OFlight COVID-19 Awareness and Compliance
COVID-19 Remobilization (Phase II)
29 June 2020



To the Parent(s) or Guardian(s),

The Connecticut Wing of the Civil Air Patrol (CAP) has received approval to begin remobilization of our local squadrons in conjunction with local, State, and national laws regarding COVID-19 mitigation efforts and are under the guidance of Civil Air Patrol's National Headquarters and Northeast Region commanders.

The Connecticut Wing has begun Phase II reopening efforts. The State of Connecticut Phase II reopening guidelines permit no more than 25 people indoors or 100 people outdoors. Because the staging area is indoors, CAP will not exceed 25 people. Participants will be self-certifying that they are COVID-19 low-risk and healthy with no exposures. A temperature check will be conducted at the beginning of any sponsored CAP event that involves such gatherings where units have the appropriate equipment to do so.

Summer is upon us and marks the start of a very busy Cadet OFlight season. Due to the pandemic, OFlights have been grounded. As part of Phase II CTWG is permitting up to 15 cadets and up to 6 Senior Members to participate in OFlights provided proper care and sanitization is maintained throughout the event.

All participants shall:

- Wear a face mask (in the aircraft and in the staging area)
- Maintain social distancing (6 feet or more apart)
- Hand sanitization prior to entering the aircraft, and after departing the aircraft
- Be healthy – no temperature of 100.4 F or greater

As a parent/guardian, we are asking for your permission to allow your cadet to participate in the OFlight event with your acknowledgement that the CTWG will attempt to maintain a sterile and safe environment for your cadet to participate. I am looking forward to getting your Cadet in the air knowing both safety and health are front and center for this event.

Very best regards,

Col. James A. Ridley
Connecticut Wing Commander

COVID-19 Remobilization of the Membership Plan – Phase II

CIVIL AIR PATROL CADET ACTIVITY PERMISSION SLIP		
<p>SUGGESTED BEST PRACTICE for LOCAL “WEEKEND” ACTIVITIES: <i>Announce the activity at least 2 weeks in advance and require participating cadets to sign-up via this form 1 week prior to the event</i></p>		
1. INFORMATION on the PARTICIPATING CADET		
Cadet Name:	Cadet Grade:	CAPID:
Unit Charter Number:	Activity Name:	Activity Date:
2. INFORMATION about the ACTIVITY		
<i>For hotel-based activity or conference</i> Grade & Name of Supervising Senior:	<i>For hotel-based activity or conference</i> Supervising Senior initial to acknowledge responsibility:	
3. PARENT's or GUARDIAN's CONTACT INFORMATION		
Parent or Guardian Name:	Relationship to Cadet:	Contact Number on Date(s) of Activity:
4. OTHER DOCUMENTS REQUIRED to PARTICIPATE		
<i>Check those that apply and attach with this form</i>		
<input type="checkbox"/> CAPF 31 Application for Special Activity	<input type="checkbox"/> Other / Special Local Forms (specify)	
<input type="checkbox"/> CAPF 160 CAP Member Health History Form		
<input type="checkbox"/> CAPF 163 Provision of Over the Counter Medication		
5. PARENT's or GUARDIAN's AUTHORIZATION		
<i>Cadets who have reached the age of majority, write “N.A.”</i>		
<i>I authorize my cadet to participate in the activity described above.</i>	Signature:	Date:
Disposition: Units may discard this completed form when the activity concludes.		
<p>Please detach on the dotted line. The upper portion is for CAP and the lower portion is for the parent's or guardian's reference.</p> <hr style="border-top: 1px dashed red;"/>		
6. HELPFUL INFORMATION for PARENTS & GUARDIANS		
<i>To be completed by the cadet with assistance from local leaders or activity hosts</i>		
Activity Name:	Activity Date & Time:	
Activity Location:	Activity <input type="checkbox"/> classroom, tour, light duty <input type="checkbox"/> backcountry	
Participation Fee:	Payment Due:	Format(s): <input type="checkbox"/> physically rigorous <input type="checkbox"/> flying
Transportation Provided? <input type="checkbox"/> Yes <input type="checkbox"/> No Extra Fee:	Transportation Rally Point:	
“High Adventure”? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, explain:	CAP Point of Contact Name: <i>The supervising adult staff is expected to include</i> <input type="checkbox"/> men only <input type="checkbox"/> women only <input type="checkbox"/> men and women	
Meals: <input type="checkbox"/> Provided <input type="checkbox"/> Bring own food <input type="checkbox"/> Bring money	Emergency Phone:	
Equipment Needed: <input type="checkbox"/> See website or flier for equipment list	Activity Website:	
	Estimated Time Returning to Home or Rally Point:	

CAP Form 60-80 Feb 2018 Local versions may be used