



**HEADQUARTERS INDIANA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
955 South Petercheff Street
Terre Haute IN 47803**

10 September 2021

MEMORANDUM FOR INWG

FROM: INWG/CV

SUBJECT: COVID Guidance for Revert to CAP Phase II Status

1. Indiana Wing is reverting to COVID-19 Remobilization Phase II, effective the date of this memo. Please distribute this memo to your members and note the restrictions listed below IAW CAP NHQ phase II guidelines. This memo and the restrictions herein supersede the previous Indiana Wing Phase III memo that was approved 25 May 2021.
2. Regular meetings may occur following the guidelines listed below.
 - a. All in-person meetings must be of 50 persons or less. Units with more than 50 members must submit a plan via e-mail to their group commander on how they will comply with Phase II restrictions. The Group Commander will forward subordinate unit plans to INWG/CV for review.
 - b. Temperatures must be taken prior to entering the meeting area using a touch-free device where practical and available. Members should be verbally screened for signs of illness before being allowed to participate.
 - c. Follow CDC social distancing guidelines and remain 6 feet away from one another. Chairs and tables should be set up to ensure adequate social distancing.
 - d. Members will wear face masks in accordance with CDC guidelines and local governance.
 - e. Frequent hand washing, hand sanitizer, and/or sanitizing wipes must be used. Units should provide hand sanitizer or ensure members have hand sanitizer that could be used throughout the meeting or activity. Aircraft and Vehicle surfaces and classroom surfaces will be sanitized after every use.
 - f. Units may hold formation and conduct drill and ceremonies. Face masks or face coverings will be worn at all times.
 - g. Cadet Physical Fitness Testing will not be conducted during Phase II. Units should encourage members to remain physically active during this phase by discussing suitable and safe methods for socially distant exercise: such as walking or running.
 - h. Unit PT nights should include classroom health and fitness training but will not include Cadet Physical Fitness Testing. Fitness activities that can be conducted individually while maintaining social distance and wearing a mask are acceptable (e.g. walking, stretching, yoga, mild calisthenics).
 - i. Members who choose not to participate in in-person meetings or activities for health and safety concerns will not be penalized. Units are encouraged to provide virtual options to engage any members who choose not to participate during Phase II.
3. Any activities conducted outside of a normal meeting, up to one-day in length, must be coordinated in advance with INWG/HS. INWG/HS will assist the activity director in planning implementation of necessary controls.
4. Any one-day activities must also be coordinated with INWG/SE to ensure appropriate risk management is

completed. INWG/SE can assist activity directors with this process.

5. Phase 2 does not allow overnight activities or any gatherings of more than 50 people unless approved by National Headquarters via waiver. Requests for mission essential activities that cannot be held without an overnight option should be routed through the Group Commanders to INWG/CV.
6. We encourage full vaccination by members who are able to be vaccinated.
7. We appreciate your continued support of operations during this difficult time. Please encourage your members that we are working diligently to move forward back to normal operations as quickly and safely as we can. Our member's health and safety is our primary concern.

Lt Col Jamie Griffith

JAMIE L GRIFFITH, Lt Col, CAP
Vice Commander