

**Approved: 14 Dec 2021**



**HEADQUARTERS KENTUCKY WING  
CIVIL AIR PATROL  
UNITED STATES AIR FORCE AUXILIARY**  
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14 DEC 2021

MEMORANDUM FOR KYWG

FROM: CC

SUBJECT: PHASE II GUIDELINES

1. As COVID infection rates continue to rise and/or remain at levels of increased risk, and as we approach the holiday season where we expect further increases in spread of the virus, it is important we take steps to mitigate risk to our Auxiliary Airmen to preserve our operational capability. Kentucky Wing is reverting into Phase II of the COVID Remobilization Phase effective the date of this memo. This memo and the instructions herein supersede previous memos of the same subject.

2. Regular meetings may occur following the guidelines listed below.

- a. All in-person meetings will be limited to 50 members or less. Units with more than 50 members must submit a plan via email to their Group Commander noting how they will meet and maintain compliance.
- b. Members should be verbally screened for signs/symptoms of illness prior to entry. Members should also be asked if they've been exposed to someone who's tested positive for COVID-19. Members who've been exposed to someone with COVID-19, or someone with symptoms of COVID-19 are asked to participate virtually. Members should be encouraged to take their own temperature prior to leaving home, and remain home if they have a fever.
- c. Follow CDC social distancing guidelines and remain 6 feet apart. Chairs and tables should be set up to maintain social distancing.
- d. Frequent hand washing, hand sanitizer, and/or sanitizing wipes must be used. Aircraft and vehicles will be cleaned following appropriate guidance from CAP/LG between uses.
- e. Units may hold formations and drill and ceremonies. Face masks will be worn at all times.
- f. Cadet Physical Fitness Testing will not be conducted during Phase II. Units will encourage members to remain physically active and may conduct individual fitness activities out of doors and where social distance can be maintained. Unit PT nights should include classroom health and fitness training.

g. Members who choose not to participate in-person for health and safety reasons will not be penalized.

3. Overnight activities are not authorized during Phase II. Single day, or multi-day activities may be conducted provided members can return home at the end of each duty day. Activity directors must ensure enough off-duty time to allow for travel home and eight hours of rest. Units conducting single or multi-day activities outside of a normal meeting will coordinate with the Kentucky Wing COVID Remobilization Team for activity review and approval.

4. AFJROTC, AFROTC, TOP, and Cadet Orientation Flights are authorized and will continue. Large flying days are also authorized provided the number of personnel gathered does not exceed the 50 person limit.

5. The KYWG COVID Remobilization Coordinator monitors the infection rates for all counties in the state where units are located. If conditions warrant the suspension of activities in one or more counties the affected units will be notified.

6. All personnel will continue to wear masks when indoors. Masks may be removed when out of doors provided social distance can be maintained. Vaccinated personnel may choose not to wear masks outdoors, but must mask when indoors. Masks will be worn by personnel in vehicles and aircraft unless they interfere with safe operations (such as glasses fogging for drivers and pilots). Vehicle capacities will be limited to ensure additional distance between occupants unless occupants are of the same household.

7. We encourage vaccination of all personnel who are able to be vaccinated.

8. Kentucky Wing has some of the most outstanding Auxiliary Airmen in Civil Air Patrol, as evidenced by your continued resilience throughout this pandemic. We appreciate your continued support of operations as we navigate this crisis.



BRIAN W. SCHMUCK, Colonel, CAP  
Commander, Kentucky Wing

cc:  
CAP COVID-19 Remobilization Team  
GLR/CC