

Approved: 8 July 2020



Post-COVID-19 Remobilization of the Membership Plan

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

NATCAPWG

Completed 29 JUN 2020/Updated 1 JUL 2020

Template Updated 8 June 2020

COVID-19 Remobilization of the Membership Plan – Phase II

This plan has been developed for the National Capital Wing, using the template provided by the Civil Air Patrol National Headquarters to enter Phase II, Resuming One-Day Special Activities.

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.*

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Narrative Summary of Coordination and Events To-Date in the National Capital Wing:

The National Capital Wing Remobilization Committee submitted its Phase I Remobilization Plan on 15 June 2020 and began Phase I operations on 24 June 2020. Following submission, the committee began preparing for Phase II. We are continuing to coordinate with Maryland and Virginia Wings on remobilization, and all three wings intend to begin Phase II operations on 8 July 2020 (14 days after our Phase I entry), assuming NHQ approval and continued positive trends on COVID-19 transmission, testing, and ICU headroom data.

At this writing, transmission rates remain below 1.0 in MD, DC, and VA. Positive test rates are well below 10% in all jurisdictions. There are two items of concern as of 29 June 2020:

- (1) The transmission rate in Virginia appears to be increasing slightly and is trending higher than in DC or MD. However, it is projected to remain close to or lower than 1.0 in the coming days.
- (2) ICU headroom used remains low in both Maryland and Virginia. It has been quite high in DC but has recently decreased to 60%. We note that the majority of NATCAPWG members actually do not live in DC and would likely go to hospitals in Maryland or Virginia if necessary.

While we will continue to monitor these trends closely, we feel confident that the Maryland, Virginia, and National Capital Wings are ready to move to Phase II remobilization.

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COVID-19 Remobilization of the Membership Plan – Phase II

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	CC/Col Ellis CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	Review complete.
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	Planned SAREX and other operational training events have been listed on the wing calendar.
2.1.2.	Task staff officers to provide input on list of events and priorities:	CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	See below.
2.1.2.1.	Director of Aerospace Education	AE/Col Cooper	6/17/2020	6/24/2020	6/24/2020	No in-person wing-level AE events planned at this time.
2.1.2.2.	Director of Cadet Programs	CP/Maj Cox Lt Col Frech	6/17/2020	6/24/2020	6/19/2020	Most wing-level CP activities remain virtual at this time.
2.1.2.3.	Director of Operations/Emergency Services	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.1.2.4.	Director of Professional Development	PD/Capt Lu	6/17/2020	6/24/2020	6/23/2020	Scheduled PD events remain virtual throughout 2020.
2.1.2.5.	Plans and Programs Officer	CV/Lt Col Cianciolo	6/17/2020	6/24/2020	6/24/2020	Planning virtual wing conference for 1 August 2020.
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	No conflicts at this time.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	WA/Ms. Sjurset CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	Will use existing workflow to publish and promote events as needed.
2.4.	Task the Director of Safety to coordinate with Activity Directors	SE/Lt Col Carr	6/17/2020	6/24/2020	6/24/2020	SE will coordinate with Activity Directors as events are identified.
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	Activity Directors	6/17/2020	6/24/2020	6/24/2020	Information was communicated to all unit commanders and wing staff as part of Phase I entry. (See Attachment 2.)
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	Activity Directors	6/17/2020	6/24/2020	6/24/2020	Items now generally available from online retail or office supply stores. Wing will assist when needed.

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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	HS/Lt Col Hattrup	6/17/2020	6/24/2020	6/24/2020	HS will coordinate with Activity Directors as events are identified.
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	HS/Lt Col Hattrup	6/17/2020	6/24/2020	6/24/2020	Unit commanders and wing HQ acquired no-touch thermometers as part of Phase I entry.
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	HS/Lt Col Hattrup	6/17/2020	6/24/2020	6/24/2020	Information was provided as part of Phase I entry. Will be updated as necessary. (See Attachment 3.)
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.	HS/Lt Col Hattrup	6/17/2020	6/24/2020	6/24/2020	Information was provided as part of Phase I entry. Will be updated as necessary. (See Attachment 3.)
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	CS/Maj Newman Squadron CCs	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	Activity Directors	6/17/2020	6/24/2020	6/24/2020	Utilization of wing email account has been effective in contacting members, especially through managed groups. Wing also has an emergency text system, TEXCOM, for use. Social media is available.
2.7.	Ensure Activity Directors have plans in place to conduct verification of local public health guidance, local weather, and any other information that may lead to event cancellation (Continuation Check)	Activity Directors	6/17/2020	6/24/2020	6/24/2020	As a small wing encompassing a major metropolitan area, verifying local conditions has not been a problem. Also, Wing DO is on the DCHSEMA alert/messaging system and receives the latest on COVID-19 operations.
2.7.1.	45 Days Prior Continuation Check	Activity Directors	6/17/2020	Per Event	Per Event	Activity Directors will verify items in 2.7 and cancel activity if conditions warrant.
2.7.2.	14 Days Prior Continuation Check	Activity Directors	6/17/2020	Per Event	Per Event	Activity Directors will verify items in 2.7 and cancel activity if conditions warrant.

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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
2.7.3.	7 Days Prior Continuation Check	Activity Directors	6/17/2020	Per Event	Per Event	Activity Directors will verify items in 2.7 and cancel activity if conditions warrant.
2.7.4.	1 Day Prior Continuation Check	Activity Directors	6/17/2020	Per Event	Per Event	Activity Directors will verify items in 2.7 and cancel activity if conditions warrant.
2.7.5.	Day-Of Continuation Check	Activity Directors	6/17/2020	Per Event	Per Event	Activity Directors will verify items in 2.7 and cancel activity if conditions warrant.
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)	CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	Safety and health information was provided as part of Phase I entry. Will be updated as needed. (See Attachments 2 and 3.)
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	CS/Maj Newman	6/17/2020	6/24/2020	6/29/2020	Documents sent on 29 June 2020. (Updated 1 July 2020.)
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	CS/Maj Newman	6/17/2020	6/24/2020	6/24/2020	All jurisdictions are in Phase II as of 1 July 2020. JBAB, JBA, and Ft. Belvoir are at HPCON B. In any event, the most restrictive guidance will apply.
2.9.3.	Set date to resume one-day special activities	CC/Col Ellis	6/17/2020	6/24/2020	6/24/2020	Targeting 8 July 2020 (14 days after Phase I entry)
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.	CS/Maj Newman NHQ Team	6/17/2020	See Note	See Note	Suspense is dependent on planning team schedule

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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
2.10.	Publish the date that one-day special activities will resume to subordinate units	CS/Maj Newman	6/17/2020	See Note	See Note	To be published within 24 hours of NHQ approval.
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.11.1.	Identify flight operations permitted during Remobilization Phase II	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.11.2	Identify requirements (Currency, etc.) for Senior members	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.11.3	Identify cadet training requirements that may be different than Phase I requirements	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.
2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	DO/Col Davies	6/17/2020	6/24/2020	6/24/2020	See Attachment 1.

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Attachment 1 – Supplemental Information

Item 2.1

- Review of the Wing calendar was completed on 24 June 2020. Most activities have shifted to virtual operations.

Item 2.1.1

- The NATCAPWG/DO has coordinated with all units, following the priorities in the existing FY 2020 Training Plan, in addition to continued preparations for this year's hurricane season. Planned SAREX and other operational training events have been listed on the wing calendar, accessible by all commanders and members of the wing with a wing email account.

Items 2.1.2, 2.1.2.1-2.1.2.5

- AE: No in-person wing-level aerospace education events planned at this time.
- CP: Most wing-level cadet programs activities remain virtual at this time.
- DO: Planned SAREX and other operational training events have been listed on the wing calendar.
- PD: All wing-level PD activities remaining in CY 2020 will remain virtual.
- XP: We are planning a virtual wing conference on or about 1 August 2020.

Item 2.2

- No conflicts at this time. NATCAPWG/CS is available to support any needed deconfliction activity.

Item 2.3

- NATCAPWG has an existing process (Google Forms-based) for having events approved and added to the wing calendar. We will continue to use this process during Phase II remobilization.

Items 2.4, 2.4.1, 2.4.2

- See Attachment 2 for safety guidance provided during Phase I entry. Modifications and updates will be made as needed.
- Face coverings, gloves, and sanitizer are generally available from online retail, grocery, or office supply stores. The wing will keep a small supply available to assist activity directors when needed.

Items 2.5, 2.5.1, 2.5.2, 2.5.3

- See Attachment 3 for health guidance provided during Phase I entry. Modifications and updates will be made as needed.
- We will continue to use relevant documentation from the Centers for Disease Control, including:
 - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
 - <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

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- <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

Item 2.5.4

- Most in-person events within NATCAPWG have fewer than 50 attendees.
- All squadrons are continuing with virtual meetings during Phase II.
- Any activity where more than 50 persons are expected will be virtual only.
- In-person activities will have RSVPs so that the activity director understands the expected head count.
- Since in-person activities will continue to have health and temperature screenings at check-in, it will be a simple matter to limit attendance to 50 persons.

Item 2.6

- Utilization of wing email account has been effective in contacting members, especially through managed groups.
- Wing also has an emergency text system, TEXCOM, for use.
- Wing social media accounts are available for information distribution.

Item 2.7

- As a small wing encompassing a major metropolitan area, verifying local conditions has not been a problem.
- Wing DO is on the DCHSEMA alert/messaging system and receives the latest on COVID-19 operations.
- Activity directors will have access to the same information used in the construction of NATCAPWG's remobilization plans.

Items 2.7.1-2.7.5

- Activity directors will verify local public health guidance, local weather, and any other information that may lead to event cancellation at the stated intervals
- Any cancellations will be indicated on the wing calendar. Cancellations will be communicated via email at a minimum, but also through TEXCOM and/or social media, as appropriate.

Item 2.8

- Safety and health information was provided during Phase I entry. See Attachments 2 and 3.
- Information will be updated as needed.

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Item 2.9

- Plan sent on 29 June 2020. (Updated on 1 July 2020.)

Item 2.9.1

- Following the acceptance of our Phase I plan, the NATCAPWG Remobilization Team worked to get needed information out to unit commanders and wing staff so that Phase I operations could begin as planned on 24 June 2020.
- The team immediately turned to preparing this Phase II plan, coordinating with the wing leadership team, wing staff sections, and unit commanders to get needed information.
- The plan coordinator remained in touch with his counterparts in Maryland and Virginia Wings, to continue staying in step with their plans as much as possible.

Item 2.9.2

- As of 1 July 2020, all local jurisdictions in which NATCAPWG operates are at least in Phase II of their recovery plans.
 - Prince George’s County in Maryland entered “Full Phase Two” on 29 June 2020.
 - The District of Columbia remains in Phase II
 - The Commonwealth of Virginia entered Phase III state-wide on 1 July 2020.
- Joint Base Andrews, Joint Base Anacostia-Bolling, and Fort Belvoir have both moved to Health Protection Condition Bravo (HPCON B).
- In any event, the most restrictive guidance for in-person activities will always apply.

Item 2.9.3

- We are targeting 8 July 2020 to enter Phase II.
- This will be 14 days after our Phase I operations began and is intended to remain in step with the Maryland and Virginia Wings.

Item 2.9.4

- Thank you for your prompt attention to our plan and all of the support you have provided during the process.

Item 2.10

- We will publish information via email within 24 hours of NHQ approval of this plan.
- See Attachment 4 for a draft of the wing commander’s message for Phase II.

Item 2.11

NATCAPWG/DO will send details in Items 2.11.1-2.11.4 below will be sent to squadron commanders and the wing staff prior to Phase II entry.

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Item 2.11.1

- General: Flight training shall be for self-identified low-risk individuals.
 - 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.
 - Aircrew shall sterilize the aircraft cabin and surrounding environment as previously published by NATCAPWG/DO.
 - 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.
- Flight Activities: Multiple aircrew configurations will be with the comfort level of all crew members. Permitted Phase II flight activities shall include:
 - Single pilot proficiency flights
 - sUAS training and operations
 - Flight evaluations (Form 5/91)
 - 3-person aircrew training under the direction of 20-T-4553, for hurricane preparation training
 - Dual instruction

Item 2.11.2

- Training and proficiency flights will be allowed with the minimum number of aircrew possible.
- There will be no compromise to training objectives unless it conflicts with health, safety and welfare of members.
- All members with have an ES qualification or be in trainee status.
- Trainees will be under the supervision of SET personnel.

Item 2.11.3

- The wing leadership, in coordination with units and staff, has decided to keep cadet activities to a minimum until school begins. No orientation flights are planned during Phase II. This does not affect online training.

Item 2.11.4

- Cleaning standards remain the same as for Phases 0 and I. (See Attachment 2.)
- NATCAPWG/DO sent the following information to aircrew during Phase 0 operations in March, which still applies:
 - I am not in favor of diluted bleach being used in the aircraft. Our aircraft sit on the ramp and basically bake. An accumulation of fumes of any type is not in any aircrew's best interest. Instead, please bring along with you a couple of sheets of Lysol wipes (stored in a ziploc bag or such) to wipe down the yokes and any area you may have touched. *Take the wipes with you.* Keep the doors open until the surfaces are dry. If you bring along a can of Lysol spray, use it only on the carpeted surfaces. If

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- it gets on the leather, please wipe off the excess. DO NOT USE ON THE GARMIN SCREENS.
- Textron, the maker of the planes, has recommended only two disinfectant products. At the moment they are sold out from various online sites and when possible, I will purchase for our use.
 - Do not use any products with ammonia on the GARMIN screens. For the proper cleaning of the GARMIN screens:
 - Utilize a high-quality micro-cloth
 - Note: This type of cloth is used for cleaning eyeglasses
 - Look for a lint-free cloth that is soft with no ridges that will not scratch the screen
 - If your screen is particularly dirty, utilize a very small amount of Liquid Crystal Display (LCD) cleaner or computer screen cleaner, isopropyl alcohol, or eyeglass cleaner
 - However, the best method of prevention is your own discretion. If you or the other aircrew member is not well, then don't go flying. Don't enter the aircraft and then decide this isn't right; make the decision prior to entry or arrival.

COVID-19 Remobilization of the Membership Plan – Phase II
Attachment 2 – Safety Information

The following safety information was sent via email to all unit commanders and wing staff to prepare for entry into Phase I operations. This information will be updated as necessary to support Phase II entry.

Commanders and Staff -

As promised, we're sending out additional information to help prepare for Phase I of our remobilization. This note covers some issues regarding safety and was prepared by Lt Col Carr, our Director of Safety. Please contact him directly with any questions at carr.j@natcapwg.cap.gov.

Everything listed below should be consistent with our Phase I Remobilization Plan, which is available here:
https://www.gocivilairpatrol.com/media/cms/NATCAPWG_Post_COVID19_Phase_I_Remob_8D9D018CB53D0.pdf.

Thanks for your continued attention to this matter.

Maj Aaron R. Newman, CAP
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<http://natcapwing.org>

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As we enter Phase I operations, it is important to remember that we have units in three jurisdictions, as well as facility owners with different requirements for starting operations. Each unit must coordinate with its meeting place owner to verify the use of the facility.

As you plan for in-person gatherings, please consider the information on Risk Management and COVID-19 that is available on the NHQ website here:
<https://www.gocivilairpatrol.com/members/cap-national-hq/safety/covidrm>.

Included on that page are links to CAPF 160 and 160S. These forms are essential to your planning and each unit is expected to complete them for Phase I activities. If you look in Attachments 2 and 3 of our NATCAPWG Phase I Remobilization Plan, you will see a CAPF 160 for operations at Wing Headquarters and a CAPF 160S for CAP vehicle operation during Phase I. Use these examples to guide your risk assessment.

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Speaking of risk, no matter what we do, the risk of exposure to the novel coronavirus remains, and by attending any meetings or activities at this time, you assume that risk. Nevertheless, there are several steps we will take to reduce that risk, including:

- **Mandatory** wear of face masks at any in-person gathering. We expect members to bring their own masks, and to make them of a conservative nature when wearing CAP uniforms. Units should have a supply of disposable masks to make available to members who are unable to bring their own.
- The use of gloves is encouraged, but not mandatory.
- All door handles and latches will be sanitized.
- All high-use/high-touch items will be cleaned before and after use.
- Food and drink **will not** be shared as it allows for the possibility of cross-contamination.
- The driver of any CAP vehicle is responsible for the sanitizing/cleaning of the vehicle before and after use.

Some additional guidelines for the use of CAP vehicles:

- All high touch surfaces and any commonly used equipment in the vehicle **WILL** be sanitized before and after operation. When switching drivers, the door handles and operator's controls will be cleaned. The following surfaces are examples of high touch/use areas:
 - Steering wheel and operator's controls
 - All radio controls and the microphone
 - Seat buckle ends
 - All door handles including the rear door
 - Seat adjustment controls
 - Ignition key and pad/keychain
 - Hood release latch handle
- All surfaces will be wiped down with 60% alcohol-based cleaning solution and allowed to air dry. Door handles, window controls, and seat belt will be cleaned before the first use, and the ones used during operation after each use.
- The driver and passengers will wear facial coverings. The use of gloves is encouraged. Hand-washing is required immediately after removing gloves, after which new gloves will be required.
- Even when driving alone, the use of a mask is still mandatory. The primary purpose of the mask is to limit exposure to others. It is possible to spread the virus even when asymptomatic. Mask wear will reduce this risk.

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Attachment 3 – Health Services Information

The following health information was sent via email to all unit commanders and wing staff to prepare for entry into Phase I operations. This information will be updated as necessary to support Phase II entry.

Commanders and Staff -

As promised, we're sending out additional information to help prepare for Phase I of our remobilization. This note covers some issues regarding health services and was prepared by Lt Col Hattrup, our Health Services Officer. Please contact him directly with any questions at hattrup.l@natcapwg.cap.gov.

Everything listed below should be consistent with our Phase I Remobilization Plan, which is available here:
https://www.gocivilairpatrol.com/media/cms/NATCAPWG_Post_COVID19_Phase_I_Remob_8D9D018CB53D0.pdf.

Thanks for your continued attention to this matter.

Maj Aaron R. Newman, CAP
National Capital Wing Chief of Staff
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<http://GoCivilAirPatrol.com>
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As we move into Phase I operations for the National Capital Wing, please keep in mind the following health procedures and recommendations.

- It is critical that we do all we can to reduce the risk of exposure to COVID-19.
- All members will be expected to check their temperature at home before coming to an activity and remain at home if they have a fever of 100.4 degrees F or above.
- All units will acquire a non-contact infrared thermometer (NCIT) and will also check temperatures at meeting locations. Those with a fever will be sent away. Units may not conduct in-person activities without this temperature check.
 - There are many different models of NCIT available which generally run between \$50-70 in cost. While we are not making a recommendation for a specific model, there is some information on how NCITs work provided by the FDA at <https://www.fda.gov/medical-devices/general-hospital-devices-and-supplies/non-contact-infrared-thermometers>.
 - Furthermore, there is a suggested temperature check procedure provided by CAP NHQ at

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https://www.gocivilairpatrol.com/media/cms/CAP_COVID_19_Temperature_Screening_29C5E049DA530.pdf.

- In addition to the temperature check, a series of screening questions (below) will be asked before admittance to a meeting. Please review these and do not come to the meeting if any can be answered affirmatively. While we do not wish to send anyone away, we have an obligation to mitigate the risk to our fellow CAP members and to their families. If a minor is turned away, the parents or guardians will be advised of the reason.
 - Do you have any symptoms from this list?
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
 - If you have had symptoms and have not had a test, you should stay home until you have had no fever for 3 days, your symptoms are improving, and it has been at least 10 days since symptom onset.
 - If you had a positive test but no symptoms, you should stay home for a minimum of 10 days. If you develop symptoms after the positive test, follow the guidance in the above bullet.
 - Note: Following the above bullets will reduce the chance of transmission, but a few individuals could still be infectious. The guidelines are a compromise between protecting the public and overly draconian restrictions. Err on the side of caution as much as you can.
 - Also note that this is not a recommendation to get tested. While improving, the accuracy remains less than adequate.
 - Have you traveled outside the United States in the last 14 days?
 - Have you been exposed to someone who has or is suspected to have COVID-10? (You should self-isolate immediately for 14 days.)
- Once admitted to a meeting, members will be expected not to yell or sing, or perform any indoor exercise.
- Six-foot separation must be maintained at all times and mask wear is mandatory. Please remember that the benefit of the mask is primarily to reduce transmission. It must cover the mouth and nose to be effective. There are some masks out there which have exhaust valves that make it easier to breathe out; they do so by bypassing the filtration from the mask, effectively minimizing the benefit provided to others. These are not acceptable for CAP activities. The following video demonstrates the benefit from even a simple mask. <https://www.nist.gov/video/cover-smart-do-your-part-slow-spread>
- Frequent hand washing is required, including immediately upon arrival at the unit or activity location and immediately after handling any equipment or devices. Use hand sanitizer if soap and water is not available. Avoid touching your eyes, mouth, or nose.
- Do not share water bottles or drink from a water fountain. However, you can fill a water bottle from the drinking fountain.

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Attachment 4 – DRAFT Commander’s Message

The following draft announcement will be finalized and sent by the wing commander announcing NATCAPWG’s entry into Phase II operations.

As you know, we recently took the first step towards the remobilization of the National Capital Wing. During Phase I, we authorized in-person meetings for groups of 10 or less, while planning for larger unit activities in the future. We have also been able to increase our tempo of flight operations to train for hurricane season and perform our regular homeland security responsibilities. We’ve also been supporting our neighbors in Maryland Wing with pandemic-related mission work.

It is time to take the next small step in the process of opening up CAP activities in our wing. The CAP COVID-19 Remobilization Team approved NATCAP’s Phase II Remobilization Plan, which will go into effect on **Wednesday, 8 July 2020**. During Phase II, we will have the opportunity to conduct day-long events with up to 50 people meeting in-person.

The Phase II plan has been posted to the NHQ website at (insert link when available). I encourage you to review the plan at your earliest convenience.

We will be sending out more information to the wing staff and the squadron commanders. They, in turn, will get that information out to the membership, including families. Guidance for flight operations will be coming from the Director of Operations. Let me give you a quick summary of what you can expect, as of 8 July:

- In-person meetings/gatherings of up to 50 people will be authorized. However, in-person meetings are **not** required. All units are expected to continue to offer virtual activities to allow for the full participation of all members.
- Some of our units still do not have access to their normal meeting locations, so in-person activities may be at alternate sites. Outdoor activities are preferred when possible.
- Normal cadet protection rules continue to apply for any in-person gathering with cadets. Please note that there will be no cadet orientation flights or cadet flight training during Phase II.
- Health screenings at in-person gatherings are required. You will be asked about any COVID-19-related symptoms you may be experiencing, and your temperature will be taken. If you have a fever at or above 100.4 degrees Fahrenheit, you will be asked to return home. Parents or guardians of cadets will be informed of any such action and will be expected to ensure their cadets are removed from the premises promptly.
- As always, if you are feeling unwell for any reason or have a fever, **DO NOT** attend any in-person activity.
- Mask wear, social distancing, frequent handwashing, and sanitation of surfaces will continue for Phase II activities, including when using CAP vehicles. Masks are to be conservative in nature, without branding that could be taken as official endorsement by CAP.

COVID-19 Remobilization of the Membership Plan – Phase II
Attachment 4 – DRAFT Commander’s Message

- Pilot proficiency flights and CAPF 70-5 and 70-91 check rides remain authorized. Three-person aircrew training will continue under the direction of mission 20-T-4553, for hurricane preparation.

Again, Phase II operations begin on 8 July 2020. We will continue to monitor relevant health data in the coming weeks and will move to further reduce restrictions with the concurrence of the NHQ Team as conditions allow. Any changes will be announced promptly. **No member, whether senior or cadet, should feel pressured to attend any in-person event.**

Please take care of yourselves, your families, and your communities by continuing to follow CDC, state, and local health guidance. Wear masks in public, keep your social distance, and wash your hands frequently. You can expect to receive additional information on Phase II in the coming days.

Thank you for all you do and your continuing dedication to Civil Air Patrol. Please direct any questions to your squadron commander or to our wing remobilization team lead, Maj Aaron Newman at newman.a@natcapwg.cap.gov.

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