

Approved: 31 Aug 2020



Post-COVID-19 Remobilization of the Membership Plan

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

PAWG
Completed 25 AUG 2020

Template Updated 8 June 2020

COVID-19 Remobilization of the Membership Plan – Phase II

This plan has been developed for Pennsylvania 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 na, 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 William Schlosser

Primary Phone: 570-404-0810

Primary Email: wschlosser@pawg.cap.gov

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

Pennsylvania Wing has been working diligently over the past few months to stop the spread of COVID. All units have been given virtual tools to enhance virtual meetings to encourage participation. All operations have been in conjunction with the remobilization team, National Headquarters, and the appropriate Commonwealth department. All plans have been vetted through the Pennsylvania Department of Health and CAP Remobilization team.

The status of COVID 19 in the Commonwealth is steadily improving. Our current tri color phase is Green for the entire Commonwealth. In addition the Commonwealth has introduced a "Forecasting tool" by county to assist public health officials in making Commonwealth level agency decisions. These tools have helped keep viral infections from increasing in areas that started to see increases.

Note: All squadrons have fully complied with Phase 1 plans. Any county that shifts to a yellow or red phase will be moved to CAP Phase 1 or 2 respectively.

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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	Wing CC	15JUL	30AUG	25AUG	
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	Remob Team	29JUN	15JUL		
2.1.2.	Task staff officers to provide input on list of events and priorities:	Remob team	29JUN	15JUL		
2.1.2.1.	Director of Aerospace Education	DAE	29JUN	15JUL	29JUN	DAE plans will coincide with DCP and DO
2.1.2.2.	Director of Cadet Programs	DCP	29JUN	15JUL	29JUN	See attached
2.1.2.3.	Director of Operations/Emergency Services	DO	29JUN	15JUL	6JUL	See attached
2.1.2.4.	Director of Professional Development	DPD	29JUN	15JUL	15JUL	PD will remain virtual, until Phase 2 is approved. Then all plans will be coordinated through CAPF 160 and must abide by Commonwealth guidance
2.1.2.5.	Plans and Programs Officer	Remob team	29JUN	15JUL	15JUL	
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	Remob team	Ongoing	Ongoing	Ongoing	
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	Remob team	Ongoing	Ongoing	Ongoing	Done through GSuite
2.4.	Task the Director of Safety to coordinate with Activity Directors	HSO	Ongoing	Ongoing	Ongoing	Accomplished through online F 160 submission
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	Ongoing	Ongoing	Ongoing	Accomplished through online F160 submission with wing HSO and SO review before approval.
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	Remob team	29JUN	15JUL	15JUL	PPE and hand sanitizer is now readily available throughout the commonwealth and has been for several weeks.

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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	HSO	29JUN	15JUL	15JUL	This is accomplished via online F160 submission
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	HSO	29JUN	15JUL	15JUL	This is accomplished with a self certification and upload of COVID attendance sheets on our Wing Website. This was used in Phase 1
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	HSO	29JUN	15JUL	15JUL	This will be an ongoing communications, but will be a wing Wide distro when Phase 2 is approved.
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.	HSO	29JUN	15JUL	15JUL	Part of the F160
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	Remob Coord	29JUN	15JUL	15JUL	This will be coordinated through the entire Remob team prior to in person operations for any unit over 50, or 25 indoors unless the 25 is raised by the Commonwealth.
2.6.	Ensure Activity Directors have plans in place to communicate last-minute cancellations of events to participants	Activity Directors	29JUN	15JUL	15JUL	Ongoing
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	29JUN	15JUL	15JUL	Ongoing and accomplished with Group CC and remob team coordination
2.7.1.	45 Days Prior Continuation Check	Activity Directors	Ongoing	Ongoing	Ongoing	Done in coordination of Directorate Staff Officer and remob coordinator for each event
2.7.2.	14 Days Prior Continuation Check	Activity Directors	Ongoing	Ongoing	Ongoing	Done in coordination of Directorate Staff Officer and remob coordinator for each event

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2.7.3.	7 Days Prior Continuation Check	Activity Directors	Ongoing	Ongoing	Ongoing	Done in coordination of Directorate Staff Officer and remob coordinator for each event
2.7.4.	1 Day Prior Continuation Check	Activity Directors	Ongoing	Ongoing	Ongoing	Done in coordination of Directorate Staff Officer and remob coordinator for each event
2.7.5.	Day-Of Continuation Check	Activity Directors	Ongoing	Ongoing	Ongoing	Done in coordination of Directorate Staff Officer and remob coordinator for each event

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Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
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)	Remob Coordinator	1 AUG	1SEP		To be completed on plan approval
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	Remob Coordinator	1AUG	1SEP	25AUG	
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	Remob Coordinator	1AUG	1SEP	25AUG	All guidance in attachments and within the plan has been coordinated through PA DOH, CAP NHQ Remob team, and each individual directorate.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	Remob Coordinator				
2.9.3.	Set date to resume one-day special activities	Remob Coordinator	25AUG	5SEP		
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. Plan for one-week lead time.					
2.10.	Publish the date that one-day special activities will resume to subordinate units					
2.11.	Task Wing Director of Operations to communicate the following to subordinate units					
2.11.1.	Identify flight operations permitted during Remobilization Phase II					
2.11.2.	Identify requirements (Currency, etc) for Senior members					
2.11.3.	Identify cadet training requirements that may be different than Phase I requirements					
2.11.4.	Identify cleaning standards for aircraft and vehicles before and after use					

COVID-19 Remobilization of the Membership Plan – Phase II



HEADQUARTERS PENNSYLVANIA WING
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
Fort Indiantown Gap, Building 3-108
Annville, PA 17003



MEMORANDUM FOR CIVIL AIR PATROL COVID-19 PLANNING TEAM
 PENNSYLVANIA WING COMMAND STAFF

FROM: PAWG/CP

SUBJECT: Cadet Programs Considerations in Phase 2 Remobilization Application

1. The safety of our membership is paramount
 - a. All applicable CDC and government protocols are being met and/or exceeded in preparation of a full mobilization.
 - i. This includes social distancing, limiting the number of personnel at a meeting, hand washing/sanitization, surface disinfection, wearing masks, etc.
 - b. Initial in-person meetings are to have no more than 25/50 people in this second phase
 - i. Any classroom/indoor training or activity will not exceed 25/50 persons or 50% capacity – whichever is smaller. 25 is the limit for counties in PA “yellow” status, 50 for counties in “green” status.
 - c. At in-person meetings all social distancing requirements must be met.
 - i. Masks must be worn at all times possible and members must maintain six foot distancing from another person at all times possible.
 - d. Meetings indoors must comply with Pennsylvania Governor and Department of Health regulations. Currently capped at 25. If this is lifted, then the 50 person meeting can commence.
2. The remobilization process is fluid and the wing can progress or regress depending on the progression of COVID-19 within the Wing.
 - a. The PAWG Remobilization Planning Committee is closely monitoring the situation and will keep everyone informed of any developments.
3. It is understandable that some cadets/parents of cadets will feel uncomfortable returning in-person at this time and their attendance is NOT required.
 - a. The CAP National Commander waived the requirement for active participation for promotion until further notice.

- b. Numerous waiver letters and supplements to Cadet Programs regulations have been issued to allow a cadet to progress and promote during these times and they can all be found on the [NHQ Cadet Programs Coronavirus webpage](#)
4. High risk members are still being requested to stay at home at this time.
5. If there are any questions as to allowable activities or modifications for regular meetings, please contact Maj Weber, PAWG/CP.

BRANDON M WEBER, Major, CAP
Director of Cadet Programs
Pennsylvania Wing Civil Air Patrol

6. Approved Emergency Services Activities:

	Essential Missions (SAR/DR)	POD / UDF / Ground Team Training	Aircrew Training (MP.MO, AP, MS)	All Other ES Training
Phase 1 (Current)	Yes with Risk identified + CDC Compliance. Prescreening before each event.	Outdoors only. Groups of 10 or Less. CDC Compliance, Prescreening of participants.	Yes – Flights with Minimum Flight Crew Classroom Portion Virtual Only	Virtual Only
Phase 2	Yes.	Yes. Outdoor Limited to 50, indoor limited to 50, 25% Capacity, or state limit.	Yes.	Yes.

7. Any questions can be addressed to me at 717-471-3153 or cporter@pawg.cap.gov.



CHRISTOPHER PORTER, Maj, CAP
Director of Operations