

**Approved: 2 Oct 2021**



Post-COVID-19 Remobilization of the Membership Plan

Phase II: Returning to Only One-Day Special Activities (AE Events, SAREXs, etc)

WIWG

Completed 30 Sept 2021

Template Updated 2 March 2021

## COVID-19 Remobilization of the Membership Plan – Phase II

This plan has been developed for Wisconsin Wing, using the template provided by the Civil Air Patrol National Headquarters. WIWG is Returning to Only One-Day Activities; i.e. Phase II due to increases in COVID-19 infection numbers.

Additional staffing and resources have been coordinated with 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](mailto:COVID-19Plans@capnhq.gov).

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**WIWG'S PLAN IN BRIEF:** Given that COVIDActNow.org data points have been increasing in Wisconsin. While COVID restrictions on group meetings and individual activities have been reduced, Wisconsin infection rates have recently increased due to the Delta Variant. WIWG proposes allowing CAP activities and units to meet, following the Phase 2 guidelines of no more than 50 people in a room until further notice. If a meeting has more than 50 people, the additional people can participate via online or meetings may be staggered to limit the amount of people meeting to 50 individuals or less. The same would apply to training activities, aerospace activities, recruiting activities, and most other CAP activities. Temperature checks and screening questions will be utilized before anyone enters the meeting place. The use of facial coverings during Phase 2 must be enforced, even if social distancing can be maintained.

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

On 24 June 2020, WIWG was approved to move to Post COVID-19 Phase 1 Remobilization, however was immediately faced with spiking criteria and stayed in Phase 0.

WIWG revised previous Phase 1 Remobilization Plan and on 24 Aug 2020, WIWG was approved to once more move to Post COVID-19 Phase 1 Remobilization.

On 23 Sept 2020, WIWG reverted to Phase 0, as metrics spiked significantly making WIWG #3 nationally for highest new case rate.

WIWG again revised Phase 1 Remobilization Plan and on 5 Feb 2021 was approved to move to Post COVID-19 Phase 1 Remobilization, again.

On 11 Mar 2021, WIWG was approved to move to Post COVID-19 Phase III.

Wisconsin Wing Remobilization team continued to closely monitor the COVID-19 data points, using COVIDActNow.org since moving to Phase III. WIWG COVID numbers continued to decline until mid-July, when they began to increase. On 21 Sept 2021, WIWG COVID cases per 100K increased above 50 and the infection rate remained over 1.

On 22 Sept 2021 WIWG Unit Commanders, Staff and membership were advised that WIWG would be moving back to Phase II, effective 24 Sept 2021, due increasing COVID-19 infections in the state.

Per 26 Sept 2021 covidactnow.org website, Wisconsin is at Daily New Cases 53.7 per 100K, an Infection Rate of 1.20, Positive Test Rate of 8.5%, and ICU USED of 68%.

Review of [Local COVID-19 Restrictions Across Wisconsin](#) found:

Bayfield County issued an advisory strongly encouraging use of face mask at all indoor events.

Dane Co has an emergency Face Covering Order, which requires (10 Sept-8 Oct 2021) face coverings in all public indoor spaces and when traveling/driving public transportation.

Milwaukee Co has a masking requirement for all persons indoors on county property during high risk level of infection.

COVID-19 Remobilization of the Membership Plan – Phase II

Phase II: Returning to Only One-Day Special Activities (AE Events, SAREXs, etc) – NO Overnight activities, without special permission

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 overnight events	<b>Colonel Denese Helgeland</b>	<b>22 Sept 21</b>		<b>23 Sept 21</b>	Continue coordinating activities with Wing Staff and Squadron Commanders. Events being added to Wing Calendar and monitored.
2.1.1.	Wing priorities for training events should be coordinated with unit commanders' needs	<b>Colonel Helgeland</b>	<b>22 Sept 21</b>		<b>23 Sept 21</b>	Continuously coordinate WIWG priorities for training events with unit commanders' needs.
2.1.2.	Task staff officers to provide input on list of events and priorities:	<b>Colonel Helgeland</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	Continue tasking staff officers to provide input on list of wing events and priorities.
2.1.2.1.	Director of Aerospace Education	<b>Lt Colonel Boulanger</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	<b>See 2.1.</b> Provide input on list of Aerospace Education training activities and priorities.
2.1.2.2.	Director of Cadet Programs	<b>Lt Col Todd Mandel</b>	<b>22 Sept 21</b>		<b>23 Sept 21</b>	<b>See 2.1</b> Potential impacted activities: TLC (virtual), NCO Leadership training (TBD)
2.1.2.3.	Director of Operations/Emergency Services	<b>Lt Col Jerry Krueger</b>	<b>22 Sept 21</b>		<b>23 Sept 21</b>	Continuous input on list of Emergency Services training activities and priorities.
2.1.2.4.	Director of Education and Training	<b>Lt Col Ron Sorenson</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	Continuous input on list of Education and Training activities and priorities. Director training event (TBD )
2.1.2.5.	Plans and Programs Officer	<b>Lt Col Robert Koehler</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	Continuous input on list of Plans and Programs events and priorities. None planned
2.2.	Coordinate with subordinate unit leaders to deconflict calendar events to the greatest extent possible	<b>Lt Col Pat Gaylord</b>	<b>22 Sept 21</b>		<b>Ongoing – 24 Sept 21</b>	Continuous coordination with subordinate unit leaders to de-conflict calendar events to the greatest extent possible.
2.3.	Publish updated event listings to the Wing calendar and promote these dates to the units for their planning and participation	<b>Lt Col Pat Gaylord</b>	<b>22 Sept 21</b>		<b>Ongoing – 23 Sept 21</b>	Continuously publish updated activity and event listings to the Wisconsin Wing Calendar, and promote these dates to the units for their planning and participation through Wing Facebook Page.

COVID-19 Remobilization of the Membership Plan – Phase II

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.4.	Task the Director of Safety to coordinate with Activity Directors	<b>Colonel Denese Helgeland/Lt Col Thomas Gordon</b>	<b>22 Sept 21</b>		<b>Ongoing – 24 Sept 21</b>	Continuously coordinating Safety with Activity Directors
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	<b>Identified as assigned</b>	<b>TBD</b>			WIWG SEO and/or appropriated directorate ensures Directors use RM forms to mitigate local risks and submit forms to COVID Team for review of COVID mitigations.
2.4.2.	Activity Directors identify sources for face coverings, gloves, & sanitizer to use in case of a return to increased risk	<b>Identified as assigned</b>	<b>TBD</b>			WIWG SEO ensures Directors have identified sources of PPE and sanitizer, as appropriate.
2.5.	Task the Health Service Officer to coordinate with Activity Directors	<b>Colonel Helgeland/Capt Ernesto Brauer</b>	<b>22 Sept 21</b>		<b>ongoing</b>	WIWG CC tasked WIWG HSO to coordinate with Activity Directors, as noted below.
2.5.1.	Health Service Officers consider screening with no-touch thermometers at events (if such equipment is available and practical)	<b>Capt Ernesto Brauer</b>	<b>22 Sept 21</b>		<b>ongoing</b>	WIWG HSO will continue to advise Units to consider screening with no-touch thermometers at events in addition to screening questions. Most units have no-touch thermometers.
2.5.2.	Health Service Officers remind members that identify as High-risk to remain home, but participate virtually	<b>Capt Ernesto Brauer</b>	<b>22 Sept 21</b>		<b>Ongoing</b>	WIWG HSO will continue to provide guidance for Units to remind members that identify as High-risk to remain home, but participate virtually
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.	<b>Capt Ernesto Brauer</b>	<b>22 Sept 21</b>		<b>Ongoing</b>	WIWG HSO will continue to provide guidance for Units to 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), use of screening questions and a social distancing plan.

COVID-19 Remobilization of the Membership Plan – Phase II

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

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)	<b>Lt Col Jeff Thompson/WIWG CV Lt Col Pat Gaylord</b>	<b>22 Sept 21</b>		<b>Ongoing</b>	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 purpose of the checklist, for unit events)
2.9.	Email this plan to signal intentions to resume single-day events to the CAP COVID-19 Planning Team at <a href="mailto:COVID-19Plans@capnhq.gov">COVID-19Plans@capnhq.gov</a> , and copy the Region Commander	<b>Col Denese Helgeland</b>	<b>22 Sept 21</b>		<b>26 Sept 21</b>	Plan will be emailed to CAP COVID-19 Planning Team and GLR/CC to signal intentions to return to Phase II and single-day activities.
2.9.1.	Briefly describe/summarize previous coordination accomplished (i.e., 2.1 through 2.8 above)	<b>Col Denese Helgeland</b>	<b>22 Sept 21</b>		<b>26 Sept 21</b>	See page 2 for Narrative summary and sections 2.1-2.8. Information is routine shared with units through email and chain of command. WIWG has a COVID email address to address any additional questions from members or units.
2.9.2.	Verify no jurisdictional restrictions are in place from State or Local Governments	<b>Col Helgeland/ Maj Tiedt</b>	<b>22 Sept 21</b>		<b>26 Sept 21</b>	Verified by Col Helgeland and documented on page 2.
2.9.3.	Set date to return to one-day only special activities	<b>Col Helgeland /Capt Brauer</b>	<b>22 Sept 21</b>	<b>24 Sept 21</b>	<b>24 Sept 21</b>	Units may continue only one-day activities. Any planned overnight activities must be approved in coordination with WIWG CC and staff, and by NHQ. Approvals for overnight activities must be submitted at least 2 week prior to event.
2.9.4.	Receive approval from the CAP COVID-19 Planning Team to return to only one-day special activities.	<b>Col Helgeland</b>	<b>22 Sept 21</b>		<b>Upon plan approval</b>	Receive approval from the CAP COVID-19 Planning Team to resume one-day special activities. See 2.9.3 above for requested start dates.
2.10.	Publish the date that WIWG will return to one-day only special activities to subordinate units	<b>Col Helgeland</b>	<b>22 Sept 21</b>		<b>22 Sept 21</b>	Email sent to Unit Commanders and Wing Staff on 22 Sept 21, and publish on WIWG Facebook page.

COVID-19 Remobilization of the Membership Plan – Phase II

Item#	Task	OPR/Assigned Personnel	Date Tasked	Suspense	Date Completed	Notes
2.11.	Task Wing Director of Operations to communicate the following to subordinate units	<b>Col Helgeland</b>	<b>22 Sept 21</b>		<b>22 Sept 21</b>	WIWG DO and WIWG CS-M have been tasked
2.11.1.	Identify flight operations permitted during Phase II	<b>Col Helgeland/ Lt Col Jerry Krueger</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	Identified flight operations permitted during Phase II. Revised COVID Flight Operations procedures published.
2.11.2	Identify requirements (Currency, etc) for Senior members	<b>Col Helgeland/ Lt Col Sherwood Williams</b>	<b>22 Sept 21</b>		<b>24 Sept 21</b>	Requirements will follow operations and ops qual requirements.
2.11.3	Identify cadet training requirements that may be different moving back to Phase II requirements	<b>Col Helgeland/ Maj. Todd Mandel</b>	<b>22 Sept 21</b>		<b>22 Sept 21</b>	See Sept Revised Phase 2 Meeting Guidance for Units
2.11.4	Identify cleaning standards for aircraft and vehicles before and after use	<b>Col Helgeland / Lt Col Krueger</b>	<b>22 Sept 21</b>		<b>23 Sept 21</b>	Cleaning standards for aircraft and vehicles have been identified. Revised COVID Flight Operations procedures published.

## COVID-19 Remobilization of the Membership Plan – Phase II

### Phase 2 Meeting Guidance for Units:

Unit Commanders and CDCs will review the CDC's Guidance for Schools available at:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html> and adopt as many of the precautions as are practical for their meeting space.

1. The following limits are in place for Phase 2 meetings:
  - a. Limited to 50 members.
  - b. Face coverings required for all personnel (Control, 2021).
  - c. Members remain six feet apart.
  - d. Temperature screening remains in effect.
  - e. All members must be asked the four questions in the CDC Screening Tool Paper Form (<https://www.cdc.gov/screening/paper-version.pdf>). It is recommended that units email these questions out shortly before the meeting and instruct any member answering yes to any question not attend. Questions must still be asked upon arrival, even if they are emailed out or posted in advance.
2. Recommendations for Phase 2 meetings:
  - a. In addition to universal indoor masking, units will maintain at least 6 feet of physical distance between students within classrooms to reduce transmission risk.
  - b. Units need to calculate their maximum room occupancy and use that as the starting point for planning meeting constraints. Where rooms do not allow all members to be indoors simultaneously, units should develop training plans that split the cadet corps into two or more groups/flights and have them alternate indoor/outdoor. "Maximum room occupancy" is defined as the maximum number of people that can be in a room when distancing requirements are followed.
  - c. After determining "maximum room occupancy" units should review ingress and egress routes and how to maintain social distancing during these movements. Safe movement and social distancing of personnel through these routes may require additional limitations on attendance.
  - d. Promotion presentations are allowed if masked. Presentations and "pinnings" should be done quickly, efficiently, and outdoors.
  - e. Photos of promotions or other special awards may be taken without masks if taken quickly and personnel immediately re-mask after the photos.
  - f. Hangars and garages count as outdoor space if exterior doors are open.
  - g. Units will open windows or doors wherever possible to increase the exchange of fresh air unless the facility has a mechanical system for bringing fresh air into the building at a rate of four air changes per hour or greater.
  - h. Units should consider utilizing a portable air purifier for classroom spaces. Units should reference <https://covid.rhodeisland.gov/covid-19-prevention/indoor-air-circulation> for quantity of purifiers needed for effectiveness (Rhode Island Dept of Health, 2021).
  - i. Units are encouraged to return to meeting training rotations that are similar to pre-COVID with the exception of Character Development. It is recommended that Character Development be delivered either virtually or outdoors due to its extended classroom sessions.
  - j. Guests are allowed, but count against the 50-person cap. It is recommended that guests pre-register with the unit before attending so that the unit can inform them of expectations and requirements. All guests must undergo the same screening requirements as members. Guests must follow the same distancing and other protocols.



## COVID-19 Remobilization of the Membership Plan – Phase II

- k. A recommended “best practice” is to have potential new members attend on the same night to reduce weekly risk.
3. Recommendations for Phase 2 events:
- a. Under Phase 2, single day, non-overnight events can be held.
  - b. Units may have events with other units with the approval of the Group Commander. An evaluation of the COVID data for each unit’s county should be conducted before approval. Units should not travel from higher risk areas to lower risk areas.
  - c. Activity directors must complete the CAPF 160 and conduct the risk management analysis and plan.
  - d. The member attendance cap remains at 50 persons.
  - e. All masking and screening requirements remain in effect.
    - i. Screening questions should be sent to participants before they leave their home station to prevent traveling to the event and then being immediately turned around and sent home.
    - ii. If traveling via CAP transportation, then the screening process must occur upon arrival at the rally point.
    - iii. If traveling via CAP transportation, then guidelines for vehicle usage must be followed.
  - f. The same time requirements apply as for meetings outlined above (30 minutes inside, 30 outside, etc).
  - g. Events are limited to six continuous hours. This is face-to-face time and does not include transport time.
  - h. Activity directors must record a roster of attendees and keep the information available for at least 21 days in the event that contact tracing is required.

## References

Centers for Disease Control. (2021, August 5). *COVID-19 Prevention in Schools*. Retrieved from COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

Rhode Island Department of Health. (2021, June 2). *Preventing the Spread of COVID-19 By Circulating Air in Schools and Other Buildings*. Retrieved from COVID-19 Information: <https://covid.ri.gov/covid-19-prevention/indoor-air-circulation>



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25 September 2021

MEMORANDUM FOR WIWG / Unit CCs

FROM: WIWG/CS – MISSIONS

SUBJECT: Ground / UDF Team & Vehicle Operations during COVID-19 Epidemic – **REVISION 4**

**REFERENCE**

CAP/CC Memo: Ongoing COVID-19 Operations – 1 July 2020  
CAP/CC Memo: Mission Essential Operations Only - 7 April 2020  
Cleaning and Disinfecting Aircraft and Vehicles - 20 March 2020  
**FY21 Ops Plan including Amendment One – 12 December 2020**  
Temperature Screening Guidelines - 30 April 2020  
**Current WIWG COVID-19 Remobilization Plan**

1. The purpose of this memo is to consolidate National HQ COVID-19 instructions, restrictions and other guidance for ground / UDF personnel and vehicle operators into a single document. **Changes from the 18 May 21 version have been highlighted and reflect the wing's change back to Phase 2.**
2. Ground and UDF teams are authorized to participate on actual, mission essential or training operations. **In-person activities will conform to current WIWG COVID-19 plan.** Virtual training is authorized when possible. Vehicle operations restrictions are outlined below. Cadets under the age of 18 may participate with parental approval using the CAPF 60-80. Current CPPT rules apply.
3. All vehicle operations will be accomplished IAW CAPR 77-1, 60-3 and this procedure. **Recommended vehicle capacity is 4 members.** Vehicle loading will be back to front. One person per seat row alternating sides to allow for maximum distancing. This configuration may need to be modified for some vehicles. **When all passengers are fully vaccinated, up to two persons per row may be seated in a van. Face masks WILL be worn at all times when in the vehicle. **NOTE: This includes vaccinated members.**** These rules also apply to corporate (COV) as well as privately owned (POV) and temporary use vehicles (TUV) used for CAP business.
4. **Some actual / mission essential operations may require additional personnel beyond the recommended vehicle capacity.** Maximum vehicle capacity will be determined by the number of seat rows times 2 persons per row.
5. Team leaders and vehicle operators will verify the condition of all team personnel and vehicle passengers **with temperature checks and screening questions. Anyone with a temperature of 100.4 or greater and/or have other flu-like symptoms (fever or chills, cough or difficulty breathing, muscle or body aches, loss of taste or smell, vomiting or diarrhea, feels ill, etc.) must not participate.** If possible, temperature screening and review of screening questions of participating personnel will also be conducted prior to loading the vehicle.

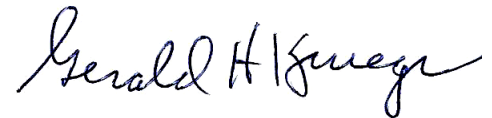
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6. Vehicle personnel will:

- Review the cleaning and disinfecting videos on the **COVID-19 Information Center** of [GoCivilAirPatrol.com](http://GoCivilAirPatrol.com)
- **Advise the team leader and/or vehicle operator if you have a temperature of 100.4 or greater and/or have other flu-like symptoms. DO NOT participate if you feel ill.**
- Maintain six feet of social distance in public and during ground / UDF team activities, if possible.
- Clean high-touch surfaces (*tables, handrails, doorknobs, keyboards, etc.*) used during briefing, planning and debriefing activities.
- Wear a face covering if unable to maintain social distance and when in vehicle. **NOTE: This includes vaccinated members.**
- Clean commonly touched vehicle surfaces (*including door handles, steering wheel, radio knobs, switches, visors, etc.*) **BEFORE and AFTER each use.** (See [Cleaning and Disinfecting Aircraft and Vehicles - 20 March 2020](#))
- Disinfect equipment used by multiple personnel as part of the “hand-off” process.
- Practice proper hand washing techniques and use hand sanitizer on a regular basis.

FOR THE COMMANDER



GERALD H KRUEGER, Lt Colonel, CAP  
Chief of Staff - Missions

cc:

WIWG Command Staff/LG/LGT/DOS/ICs/GTLs/UDF/Vehicle Operators  
Unit DO/DOS/LG/LGT



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25 September 2021

MEMORANDUM FOR WIWG / Unit CCs  
FROM: WIWG/CS – MISSIONS

SUBJECT: Aircrew Procedures during COVID-19 Epidemic – **REVISION 7**

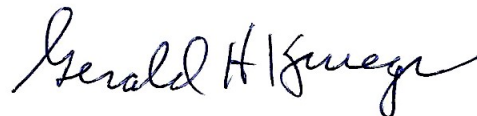
**REFERENCE**

CAP/CC Memo: Ongoing COVID-19 Operations – 1 July 2020  
CAP/CC Memo: Mission Essential Operations Only - 7 April 2020  
Cleaning and Disinfecting Aircraft and Vehicles - 20 March 2020  
Cleaning and Disinfecting Garmin Aviation Products - 23 March 2020 FY21 Ops Plan including Amendment One – 12 December 2020  
Temperature Screening Guidelines - 30 April 2020  
CAP/CC Memo: Extensions Onboarding and Retraining - 29 September 2020  
CAP/CV Memo: Flying Operations in Remobilization Phase I and II - 29 September 2020  
CAP/CC Memo: Phase II to Phase III Transitions and Critical Future Planning - 21 July 2020

1. The purpose of this memo is to consolidate National HQ COVID-19 instructions, restrictions and other guidance for aircrew personnel into a single document. **Changes from the 18 May 21 version have been highlighted and reflect the wing's change to Phase 2.**
  2. Only the following flight activities are currently authorized.
    - Actual / essential mission flights
    - MX flights
    - Form 5 / Form 91 Flight Evaluations
    - Proficiency Flights
    - Dual Instruction \*\*
    - Aircrew Training
    - sUAS Crew Training \*\*
    - Onboarding & Retraining Flights
    - Cadet O-flights (Phase 1 or higher) \*\*
    - TOP flights (Phase 2 or higher)
    - AFROTC O-flights (Phase 2 or higher)
    - AFJROTC O-flights (Phase 2 or higher)
- \*\* Cadets under the age of 18 require parental approval using the CAPF 60-80, Permission Slip. Documentation will be kept on file at the cadet's home unit.**
3. **All manned flights will be accomplished IAW CAPR 60-3 & 70-1 as well as [published standards](#) and [mission aircrew training materials](#).** sUAS flights will be accomplished IAW the draft CAPR 70-1U & 60-3U as well as other related documents on the [National sUAS web page](#). Ops Quals remains CAP's system of record regarding aircrew qualifications and flight release. Sorties shall not be released unless Ops Quals or a current FRO Support Report show the pilot and any required crew to be qualified. **NOTE:** Some transport flights may require a FAA Commercial rating. (See [CAP Pamphlet 70-4, Guide to FAA Exemptions](#))

4. Minimum aircrew will be determined by current guidance and the requirements of the mission or flight. **Normal crew of two or three is authorized for manned flights.** sUAS crews traveling to operating areas will also follow the current [WIWG COVID-19 Ground Team & Vehicle Operations Procedure](#). Supervised trainees may participate on actual, essential or training missions.
5. ICs and FROs will ensure that IM SAFE guidance for the **ENTIRE** crew is reviewed during the flight release process. **Anyone with a temperature of 100.4 or greater and/or have other flu-like symptoms must not fly.**
6. Crew members will:
  - Review the cleaning and disinfecting videos on the **COVID-19 Information Center** of [GoCivilAirPatrol.com](http://GoCivilAirPatrol.com)
  - **Advise the IC and/or FRO if you have a temperature of 100.4 or greater and/or have other flulike symptoms.** Arrange for replacement, if possible. **DO NOT** fly if you feel ill.
  - Maintain **six feet of social distance** in public and during preflight, briefing and post flight activities.
  - Clean high-touch surfaces (*tables, handrails, doorknobs, keyboards, etc.*) used during preflight, briefing and post flight activities.
  - Wear a face covering If unable to maintain social distance and when in aircraft or vehicle. Face covering **must not** impede the ability to clearly broadcast on the aircraft radio. **NOTE: This includes vaccinated members.**
  - Clean commonly touched aircraft surfaces (*including door handles, control yokes, radio knobs, switches, visors, tow bars, etc.*) **BEFORE and AFTER each flight.** (See [Cleaning and Disinfecting Aircraft and Vehicles - 20 March 2020](#))
  - Clean G1000 aviation displays IAW published service bulletins. **DO NOT** use bleach-based cleaners, ammonia-based cleaners, or other harsh chemicals on any surface. (See [Cleaning and Disinfecting Garmin Aviation Products - 23 March 2020](#))
  - Practice proper hand washing techniques and use hand sanitizer on a regular basis.

FOR THE COMMANDER



GERALD H KRUEGER, Lt Colonel, CAP  
Chief of Staff - Missions

cc: WIWG Command Staff/DO/DOS/DOM/DOV/ICs/FROs/Pilots/Unit DO/DOS