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NATIONAL HEADQUARTERS
CIVIL AIR PATROL
UNITED STATES AIR FORCE AUXILIARY
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31 January 2022

MEMORANDUM FOR CAP COMMAND COUNCIL

FROM: CAP/CC

SUBJECT: Updated COVID-19 Phase Criteria

1. For the last several months, the COVID-19 Plans Team has been working diligently on strategies to modernize our remobilization process and system. The system under which we've been operating for nearly two years, which was patterned after a White House initiative, has served us well; however, it has become outdated. Vaccines and other pharmaceutical interventions have been developed. Health care professionals and epidemiologists have learned more about how COVID-19 spreads and necessary interventions. Additionally, CAP members have demonstrated the ability to safely conduct events of all sizes without becoming super-spreader sources by implementing sound risk management plans. We have learned a great deal from event exceptions, follow-ups, and the study of best practices. In essence, we have learned to live with the COVID-19 virus. I am pleased to announce an update to the Phase system and related processes for all these reasons.

2. Some of you may be asking why we are updating the system now. I am well aware of the high number of cases of COVID-19 in the country. Every state has been hard hit, and, as of this writing, all wings are currently in Phase I of remobilization. However, there is positive news on these fronts. The [national curve for daily new cases](#) turned a sharp corner and is now declining. If you examine the trend lines for the states that first saw a severe impact from the Omicron variant ([NJ](#), [FL](#), [PR](#), [MD](#), [NY](#), and others), those states are all showing sharp declines in daily case counts. Of the 53 states and territories tracked by www.covidactnow.org, 33 show infection rates of 1.0 or less. A rate below 1.0 indicates that COVID is retreating in that state. The number of states showing this promising trend has increased in the last few days. That's excellent news. This is a leading indicator of improving conditions in these states. As metrics continue to improve, wings will transition to less restrictive phases. A few wings are almost there. As all wings are currently in Phase I, now is the perfect time to introduce these updates.

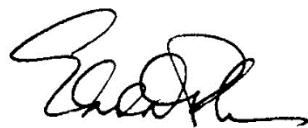
3. Attached to this communication, you will find two documents. The first is a chart that notes what is allowed in each phase in several common categories, from meetings to activities to transportation. This chart is integral to one of the most significant shifts in the update. Rather than write phase transition plans and send them to the COVID-19 Plans Team for review and approval, wings will be empowered to write and implement those plans locally using this guidance. This change does not release wings from the planning required to transition to a different phase. This change recognizes the expertise wings have developed in writing these plans and removes the requirement for review. Once a wing has completed planning a phase shift, it will email the COVID-19 Plans Team with a transition date and request approval to move to the new phase. You will note several items on the chart have been updated, including the number of people allowed at meetings, guidance for overnight events, and flying activities authorized in Phase I. For example, ROTC orientation flights, JROTC orientation flights, and TOP flights are now permitted in Phase I. Please review the chart and the notes that accompany

it carefully. This chart should clarify what is required in each phase and should reduce burden by removing requirements that are no longer recommended, such as glove wear and extensive cleaning. Commanders should continue to use good judgment and knowledge of local conditions in conducting safe activities. If state or local government guidance is more restrictive, it should be followed. The second document is a process map of how wings will transition to new phases. We hope this streamlined process reduces the burden on wings as well.

4. In addition to these two documents, the COVID-19 Plans Team will post a PowerPoint on the Remobilization page tomorrow. The PowerPoint is narrated by Dr. Stephen Leighton, the Senior Program Manager for Health Services, who also serves on the COVID-19 Plans Team. The PowerPoint explains the new chart and process. Questions for the team are always welcome to be sent to COVID-19Plans@capnhq.gov. You will also notice some updates to the Remobilization page in that it will feature a map depicting the current phase of each wing. The chart that previously appeared there with plans will be replaced with one that shows transition dates.

5. The role of the COVID-19 Plans Team shifts with this update as well. While the team will still approve wing transitions to different phases, the team's work with plans will focus on reviewing and approving plans for overnight activities. Five winter encampments were held during the last COVID-19 surge. Those encampments took place in states that were experiencing daily increases in cases of COVID-19 at the time. While each event dealt with a few cases of COVID-19, none spread it widely among attendees. The excellent plans the wings had in place proved invaluable to the health and safety of our members. Therefore, the COVID-19 Plans Team will focus on supporting wings in the planning process for overnight activities with shared facilities such as encampments.

6. Thank you for your leadership during this difficult time. We are all ready for the pandemic to be over, but COVID-19 will be with us for some time. In recognition of your excellent work implementing precautions in the wings and the development of both vaccination and treatment, we are updating the remobilization phases. Continue to be vigilant in requiring precautions and following the guidance. Use the new guidance to safely offer engaging, valuable opportunities for members to train and interact. Civil Air Patrol has supported missions for our communities, states, and nation for over 675 days. You have and continue to play a critical role in keeping our members safe and mission ready.



EDWARD D. PHELKA
Major General, CAP

2 Attachments

1. Updated Phase Criteria
2. Phase Transition Process

Activity	Phase 0	Phase I	Phase II	Phase III	Routine Operations
Meetings/Activities -- indoors	No. Actual missions are authorized, but coordination should be conducted virtually whenever possible.	≤ 25 members in one group or cohorts of ≤ 25 members distanced appropriately. See Notes 1-3.	≤ 75 members total. Activities with more than 75 in attendance should utilize cohorts of ≤ 25 and distancing to reduce risk. See Notes 1-3.	No Restrictions	No Restrictions
Meetings / Activities -- outdoors	No. Actual missions are authorized, but coordination should be conducted virtually whenever possible.	≤ 50 members total in one group or cohorts of ≤ 25 members distanced appropriately. See Notes 1-3.	≤ 150 members total. Activities with more than 50 members in attendance should utilize cohorts of ≤ 25 and distancing to reduce risk. See Notes 1-3.	No Restrictions	No Restrictions
Overnight Activities	No. Actual missions are authorized, and personnel remaining overnight will be limited.	Exception Required. See Note 4.	Exception Required for encampments and similar activities. Conferences and activities that do not include shared barracks, latrines, and dining facilities do not require an exception. See Note 4.	Yes	Yes
Masks Required -- Indoors	Yes	Follow CDC Guidance. See Note 5.	Follow CDC Guidance. See Note 5.	Follow CDC Guidance. See Note 5.	No
Masks Required -- Outdoors	Yes	Follow CDC Guidance. See Note 5.	Follow CDC Guidance. See Note 5.	Follow CDC Guidance. See Note 5.	No
Health Checks Required for Entry (symptoms / exposure / temperature)	Yes	Yes	Yes	Yes	Recommended.
Hand sanitizer / Wipes/ Wiping commonly touched surfaces	Yes	Yes	Yes	Yes	Recommended.
Travel outside the Wing for CAP activities	No, except for approved actual missions.	Yes. See Notes 1-4.	Yes. See Notes 1-4.	Yes	Yes
Social / Physical Distancing	Yes	Yes. See Note 6.	Yes. See Note 6.	No	No
Gloves required	No	No	No	No	No
Flying: Flight Evaluations, Crew Proficiency, Dual Instruction (including Cadet Wings)	No	Yes. See Note 7.	Yes	Yes	Yes
Flying: Orientation Flights, CAP AFROTIC & JROTC flights, TOP Flights	No	Yes. See Note 7.	Yes	Yes	Yes
Small Group / Crew Training	No	Yes. See Note 7.	Yes	Yes	Yes
CAPFs Addressing COVID-19 Risk Mitigation 160, 160s, 160HL	Yes	Yes	Yes	Yes	No
CAP Ground Transportation	One person per row if unvaccinated; 1/2 occupancy if vaccinated. See Note 8.	Full occupancy if all members are vaccinated; 1/2 occupancy if mix of vaccinated and unvaccinated. See Note 8.	Full occupancy if all members are vaccinated; 1/2 occupancy if mix of vaccinated and unvaccinated. See Note 8.	Full occupancy	Full occupancy

Note 1: Members are expected to follow the more restrictive guidance between the State, Tribal, Local or Territorial regulations or CAP's guidelines.

Note 2: When attending activities or events on DoD facilities, all members will follow the DoD guidance found at https://www.gocivilairpatrol.com/media/cms/CAP_CC_Memo_re_DoD_Vaccination_Guid_FE45E0A2336F5.pdf

Note 3: High risk individuals are encouraged to participate virtually during periods of high or substantial transmission.

Note 4: Follow host wing requirements and overnight activity guidance at https://www.gocivilairpatrol.com/media/cms/CAP_CC_Letter_on_COVID19_RM_26_Apr__F41AFCF22B356.pdf

Note 5: CDC Mask Guidance can be found here at https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/masks.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fdiy-cloth-face-coverings.html. CDC currently recommends masks for all individuals in area of high or substantial transmission (red or orange on the CDC map), in crowds, or in groups with unvaccinated individuals.

Note 6: Follow CDC guidance for schools of 3 ft social distancing below 100/100,000 daily new cases; 6 ft social distancing above 100/100,000 daily new cases. Cohorts should be separated and use different rooms when possible. You can check numbers at <https://covidactnow.org/?s=28421722>.

Note 7: Flying activities in this phase should be limited to personnel from the local area, preferably the same unit or group.

Note 8: Good ventilation in facilities and vehicles reduces the risk of transmission. Recommend air vents set to outside (no recirculation) in vehicles during periods of high or substantial transmission or when unvaccinated members travel in vehicles.

1/29/2022

How Wings Transition Between Phases

1

- Monitor your state information on Covid Act Now and use the tools on the Civil Air Patrol COVID-19 Remobilization page to determine when the wing should transition. Wings should transition to more restrictive phases within one week of metrics meeting the criteria.
- Review local guidance related to COVID-19.
- Review Centers for Disease Control guidance for masking and other COVID-19 topics.

2

- Coordinate with the wing staff (Safety, Legal, Health Services, Cadet Programs, Operations, etc.) to prepare to shift phases.
- Utilize planning tools to prepare and draft communications for the wing.

3

- Communicate your desire to shift phases and a date for the transition to the Civil Air Patrol COVID-19 Planning Team by emailing COVID-19Plans@capnhq.gov and copying your region commander. Please choose a Tuesday or a Thursday for your transition day.
- The Civil Air Patrol COVID-19 Planning Team will review the metrics and phase change request, confirm the wing meets the criteria, approve the date for the transition, and update the website.