



16790  
01 Dec 2020

## MEMORANDUM

From:  R. J. Schultz, CAPT  
CGD ONE (dp)

To: First Coast Guard District Auxiliary

Subj: UPDATE 5 - NOVEL CORONAVIRUS (COVID-19) – D1 AUXILIARY  
AWARENESS AND GUIDANCE

Ref: (a) Auxiliary Manual, COMDTINST M16790.1 (series)  
(b) My memo 16790 dated 28 September 2020  
(c) ALCOAST 267/20: COVID-19: PLANNING ORDER VERSION 8, Enclosure 13

1. The First District will begin the fifth phase of reconstituting the Auxiliary into Coast Guard operations on December 1, 2020. All Auxiliary activities shall be performed in accordance with reference (a) and applicable sections of reference (c). Reference (b) is cancelled.
2. We remain focused on preparing for the safe return of our workforce and ensuring we make informed decisions about how and when we will reconstitute. First District Operational Commanders will continue lifting restrictions on staffing and unit activities by implementing sound risk assessment and mitigation strategies with concurrence from the chain of command. In the upcoming weeks and months we will implement measures that will allow us to gradually incorporate more Auxiliary personnel as we keep close watch on the local rates of infection, availability of community services, and effectiveness of vaccinations.
3. Prior to any activity outside the home, Auxiliarists shall assess their personal ability to undertake the activity. This assessment will include the availability of proper personal protective equipment (PPE), their health history, the health of those in their household, the health of other members they may be interacting with, and the overall risk vs gain of the activity.
4. Approving Auxiliary activities will be processed in a phased approach and determined by several factors. During this fifth phase of reconstituting Auxiliary activities the following factors apply:
  - a. Regardless of age, people who have underlying medical conditions, such as heart or lung disease or diabetes, appear to be at higher risk for developing more serious complications from COVID-19 illness. The Centers for Disease Control (CDC) guidance for the higher risk population is discussed on the following CDC website:  
<https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>. Members who meet the CDC's criteria for increased risk will be

restricted to conducting Auxiliary activities through electronic means (e.g., in-home online activities) involving no physical interaction with the public.

- b. In accordance with reference (c), the Auxiliary COVID-19 High Risk Assessment Form must be completed by Auxiliarists to certify their status with respect to COVID-19 increased risk criteria. Copies of this form must be provided to the cognizant Coast Guard Order Issuing Authority (OIA) and DIRAUX office prior to any individual Auxiliarist commencing an activity. The form only needs to be submitted once, unless any status information changes.
- c. Since locations throughout the District are experiencing varying levels of COVID-19 threats, the current State and local government's guidance as well as social and business restrictions shall be applied to determine if an Auxiliary activity can take place.
- d. The current Coast Guard OIA unit or Parent Command guidance and posture shall also be applied to determine if Auxiliary activity can take place.

5. After assessing and abiding by the above factors, the cognizant OIA, who has determined a need for Auxiliary support, may request an Auxiliarist(s) to conduct a Coast Guard mission or Auxiliary activity. Auxiliarist are reminded to not request orders or assignment to duty. Auxiliary support will be requested by the authorized OIA. Auxiliarists are precluded from Coast Guard missions or Auxiliary activity with any moderate to high risk of exposure to COVID-19. Auxiliarists must have a cloth face covering of neutral solid coloring (e.g., navy blue, black, gray, or white) with them during any activity. The cloth face covering shall be worn and social distancing guidelines (maintaining six feet of physical separation) practiced.

6. During this fifth phase of First District Auxiliary reconstitution, the following activities are permitted:

- a. Auxiliary operational activities in direct support of Coast Guard units (e.g. AUXFS, comms watchstander, AUXAIR, surface patrols, etc.) can be conducted on a case-by-case basis with the approval of the OIA (i.e., Sector Commander, Commanding Officer, or Officer in Charge).
- b. Qualified Auxiliary Vessel Examiners (VEs) will be permitted to perform facility exams and vessel safety checks, in teams of two, with the approval of the District Commodore, Operational Training Officer (OTO), and the DIRAUX. The qualified VE, and VE team member, will interact with only one member of the public when conducting each vessel exam or vessel safety check. All social distancing guidelines shall be followed at all times. Proper PPE shall be worn to include face coverings and latex/nitrile gloves. Boat owners will be instructed to point out items on the vessel from a socially acceptable distance greater than six feet. All PPE will be sanitized or replaced after each exam. Upon completion of the VE mission each day, uniforms must be washed.
- c. Auxiliary activities in support of Coast Guard clinics can be conducted by qualified Auxiliary Health Care Providers who have been specifically requested by name to assist a

Coast Guard clinic in the First District. All requests for Coast Guard Auxiliary Health Care Providers must be coordinated with the Chief Medical Officer of the Coast Guard Auxiliary, and the HSWL Service Center Operational Medicine Division.

- d. Limited activities in support of the Auxiliary Paddlecraft (AUXPAD) ashore mission. Primary focus will be on AUXPAD education and outreach efforts that can be performed virtually. The District Commodores will work with their Chain of Leadership to research possible marine dealer locations where AUXPAD outreach visits can be conducted safely. All AUXPAD marine dealer visits must be approved by the District Commodore, the DIRAUX, and the owner of the specific store where the event is scheduled. All social distancing guidelines shall be followed at all times. Proper PPE shall be worn to include face coverings and latex/nitrile gloves. Upon completion of the AUXPAD activities, uniforms must be washed.
- e. Auxiliary activities in support of the Private Aids to Navigation (PATON) mission are authorized for qualified members who are specifically requested by their OIA. All OIAs must give special consideration of all COVID-19 high-risk factors involved and thoroughly weigh the risk vs gain prior to Auxiliary assignment to PATON duty. This mission support shall be conducted only by qualified Auxiliary Aids to Navigation Verifiers. PPE shall be worn to include face coverings and latex/nitrile gloves at all times. Upon completion of the mission each day, uniforms must be washed.
- f. Auxiliary Air activities are authorized for qualified Auxiliary members who are specifically requested by their OIA and/or on a case-by-case basis while maximizing a risk vs gain analysis. Participation in each mission will be limited to only members that are necessary for the operation of the aircraft (e.g., pilots) and a maximum of two others (e.g., observers). PPE shall be worn to include face coverings at all times. The aircraft must be sanitized before and after each mission. Upon completion of the mission each day, uniforms must be washed.
- g. Auxiliary in-person application verifications for prospective new members are authorized. Interviews will be conducted on a one-to-one basis and shall maintain a distance of at least 6 feet apart. PPE shall be worn to include face coverings and latex/nitrile gloves at all times.
- h. Marine Dealer Visits or Recreational Boating Safety Program Visits to supply, organize or refill boating safety materials are authorized. Visits will be conducted by one member and PPE shall be worn to include face coverings and latex/nitrile gloves at all times. Members shall maintain a distance of at least 6 feet apart and minimal interaction with the public.
- i. Auxiliary Chaplains are authorized to perform their religious ministry duties according to their Auxiliary Chaplain Support (ACS) capacity and as requested by the OIA or District or Sector Chaplains. Auxiliary Chaplains shall follow COVID-19 mitigation guidelines concerning their personal safety and the safety of those whom they serve, as well as

adhere to all guidelines in this update as it pertains to other roles they may hold in the Auxiliary.

- j. In person exam proctoring is authorized. All in-person exam proctoring will be conducted on a one-to-one basis and shall maintain a distance of at least 6 feet apart. PPE shall be worn to include face coverings and latex/nitrile gloves at all times.

7. During this fifth phase of First District Auxiliary reconstitution, the following in person activities are still prohibited and shall not be approved by the DIRAUX or cognizant OIA:

- a. In person training sessions or meetings/conferences. These activities shall continue to be conducted via electronic means (e.g., GoToMeeting, Skype, WebEx, Zoom, etc.).
- b. Auxiliary public affairs events (e.g., boat shows, air shows). Auxiliary public affairs activities that can be conducted electronically (e.g., in-home online activities) are authorized.
- c. Auxiliary members are prohibited from attending meetings, conferences, training, or events in support of Coast Guard Auxiliary (e.g., National Auxiliary events, "C" Schools, etc.) outside the First District without the approval of the DIRAUX.
- d. Auxiliary members returning from leisure travel via commercial means (airline, train, bus, etc.) are prohibited from participating in Coast Guard or Auxiliary activities and/or visiting Coast Guard or Auxiliary units until 14 days have lapsed from the return date and they experience no symptoms of COVID-19 during this period. COVID-19 symptoms include cough, shortness of breath, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, and loss of taste or smell.

8. The CDC's website at <https://www.cdc.gov/coronavirus/2019-nCoV/index.html> offers current COVID-19 information, while their following link provides access to State health departments: <https://www.cdc.gov/publichealthgateway/healthdirectories/healthdepartments.html>.

9. We must all realize and appreciate that COVID-19 has created a dynamic worldwide situation subject to policies and procedures that can rapidly and significantly change. Additional guidance will follow as the situation evolves. Thank you for your understanding.

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