

U.S. Department of
Homeland Security

United States
Coast Guard




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MEMORANDUM

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

To: First Coast Guard District Auxiliary

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

Ref: Auxiliary Manual, COMDTINST M16790.1 (series)

1. In early December 2019, severe respiratory illness cases began to appear in Wuhan, the capital city of Hubei Province, People's Republic of China (PRC). These severe respiratory illness cases were confirmed to be caused by the new Coronavirus (aka, COVID-19). The past week has seen a rapid and significant uptick in our Nation's response to COVID-19. The Department of Homeland Security has been working diligently to protect our Nation from new cases of Coronavirus as all of its agencies, including the U.S. Coast Guard, continue performing their critical missions. The COVID-19 outbreak has elevated our concern regarding the safety of all Coast Guard members. We are actively monitoring the COVID-19 threat through all means available and are also working in close coordination with the Department of Health and Human Services (HHS), which is the lead Federal agency for this situation. The transmissibility of the virus and the Coast Guard's global mission set necessitate proactive actions to keep the risk of exposure low. Moreover, safety of all Coast Guard members, and their families, is the highest organizational priority.

2. Effective immediately the following will be implemented for all First Coast Guard District Auxiliary:

- a. If not already completed, Auxiliary members are required to complete the influenza training in AUXLMS no later than 31 March 2020.
- b. Training sessions or meetings/conferences that cannot be conducted via electronic means (e.g., gotomeeting, skype, etc.) are not authorized and current planned training or meetings shall be canceled or postponed.

- c. Auxiliary public affairs events are not authorized and current planned events shall be canceled or postponed. Auxiliary public affairs activities that can be conducted electronically (e.g., in-home online activities) are authorized.
 - d. Other Auxiliary activities involving interaction with the public (all Auxiliary assigned to duty or activities not in direct support of a Coast Guard unit (e.g., shore-side vessel safety checks, public education classes, marine dealer visits, etc.) are not authorized and current planned activities shall be canceled or postponed.
 - e. 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 Ordering Issue Authority (OIA) (i.e., Sector Commander, Commanding Officer, or Officer in Charge).
 - f. Auxiliary activities in support of Coast Guard clinics are not authorized.
 - g. Auxiliary members experiencing symptoms of cold, flu, or other illness are prohibited from participating in CG/AUX activities and/or visiting CG/AUX units until they are symptom free or have a note from a qualified medical professional indicating that they are COVID-19 free.
 - h. Auxiliary members are prohibited to travel and attend meetings, conferences, training, or events in support of Coast Guard Auxiliary (e.g., National Auxiliary events, “C” Schools, etc.) outside the First District.
 - i. Auxiliary members returning from leisure travel via commercial means (airline, train, ship, bus, etc.) are prohibited from participating in CG/AUX activities and/or visiting CG/AUX units until 14 days have lapsed from the return date and they experience no symptoms of cold, flu, or other illness during this period.
3. COVID-19 is characterized by the following:
- a. COVID-19 is capable of spreading via sustained human-to-human transmission.
 - b. The exact incubation period and transmission parameters are not yet known. However, the Centers for Disease Control and Prevention (CDC) is continuing to use 14 days as the cutoff for screening those with risk factors for the virus.
 - c. COVID-19 is thought to spread by respiratory droplets (i.e., sneezing, coughing) and the fecal-oral route. People can best protect themselves and others by coughing or sneezing into a tissue or the crook of their elbow. They should also wash hands frequently, particularly after coughing/sneezing, using the bathroom, and prior to eating and/or drinking.

- d. Additional COVID-19 information, including precautionary measures, from the CDC can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>. Additionally, guidance for the higher risk population of older adults can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html>.
4. Sustained community transmission is occurring in a growing number of countries and territories. For the most up to date status about COVID-19, the following link shows a CDC map of countries and territories affected: <https://www.cdc.gov/coronavirus/2019-ncov/locations-confirmed-cases.html#map>.
5. The uncertain nature of the scope of COVID-19 and potential for continued spread warrant heightened awareness and watchfulness in the course of any assignment to duty as well as everyday life. First Coast Guard District Auxiliarists must vigilantly maintain good hygiene to safeguard themselves from exposure risks in accordance with CDC guidance provided at the aforementioned web sites.
6. 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.

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