MEMORANDUM

Victoria L. Taylor, LCDR
From: V. L. Taylor, Lieutenant Commander
      CGD FIVE (dpa-n)
To:    Fifth District Northern Region Coast Guard Auxiliary

Subj: NOVEL CORONAVIRUS (COVID-19) – D5NR AUXILIARY UPDATED
      GUIDANCE FOR SUPPORT AND MISSIONS – UPDATE 3

Ref:  (a) DIRAUX Memo of 29 Jun 2020
      (b) Aux COVID-19 High-Risk Assessment Form (Enc 13 of COVID-19 PLANORD
           July 2020 v.8) Pandemic & Emerging Infectious Disease Risk Assessment
      (c) Coast Guard Risk Assessment for Enclosed Space Mass Gatherings
      (d) ALCOAST 259/20 COVID-19 OFF-DUTY RISK MANAGEMENT
      (e) CGD FIVE (dp), Captain O’Connell’s Memo of 23 Jul 2020

1. D5NR Auxiliarists are resilient and I personally thank you for your dedication, professionalism, and understanding. Safety of all Coast Guard (CG) members and their families continues to be the highest organizational priority.

2. This guidance updates my memo of 29 June 2020, reference (a). It also incorporates publication of reference (b), Auxiliary COVID-19 High-Risk Assessment Form, which is Enclosure 13 of the COVID-19 PLANORD (July 2020 v.8) Pandemic and Emerging Infectious Disease Risk Assessment, and incorporates reference (c), CG Risk Assessment for Enclosed Space Mass Gatherings. All other guidance within reference (a) shall remain in effect. The COVID-19 Risk Assessment Job Aid and the Risk for Death from COVID-19 Exposure that is in reference (a) shall be used.

3. Before returning to work, Auxiliarist must read and understand all references of this memo.

4. Members must adhere to reference (d), where it directs you and encourages your family members to carefully consider risk to themselves and CG missions before engaging in activities that pose an increased risk to contracting COVID-19.

5. In accordance to reference (e), your Active Duty (AD) Ordering Issue Authority (OIA) in conjunction with your Chain of Leadership and Management (COLM), must perform an Operational Risk Assessment in determining the risk vs gain of requested CG Auxiliary missions. The AD OIA will use the COVID-19 PLANORD (July 2020 v.8) Pandemic and
Emerging Infectious Disease Risk Assessment prior to mission execution to determine if the gain outweighs the risk.

6. Auxiliarists shall meet the training requirements and use reference (b) to certify their status in respect to COVID-19 high-risk criteria and submit to their AD OIA. The approving AD OIA must keep this form in their records and also submit a copy to the DIRAUX email for our records at D5NRDIRAUX@uscg.mil. Members must work with the OIA and COLM ensuring they have proper Personal Protective Equipment (PPE), and the PPE must be used in accordance with policy. Auxiliarist must have a cloth face covering of neutral solid coloring with them during any activity. Before Auxiliarists have gatherings, such as a Flotilla Meeting, reference (c) must be used and sent to your COLM for approval. Many Flotillas are highly successful having their meetings virtually.

7. If an Auxiliarist is about to perform a mission and does not report or do work for an AD CG member, then the Director of Auxiliary (DIRAUX) will serve as their OIA. The Auxiliarist must submit reference (b) to their COLM for first approval, and their COLM will submit the approved form to the DIRAUX email, D5NRDIRAUX@uscg.mil, for final approval. The email subject line will have the member’s name and “Approval Needed for Upcoming Mission”. Attached will be reference (b). In the body of the email, it will provide the type of mission that is to be performed, the dates the mission is to be performed, and the explanation of why this member and AUX leadership say that the gain to the CG outweighs the risk to the member.

8. The COVID-19 virus still exists and is spreading. Additional information from the CDC regarding this disease and how to take precautions against it can be found at: https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html

9. A date has not been set for when all Auxiliary activities may resume to normal operations, but it is anticipated to be two weeks after the AD at Sector Delaware Bay come back at 100% and are no longer on an alternate work schedule. This is of course, as long as the members fully understand the references provided, use the correct PPE and feel safe to do so. Surface and Air Operations are not authorized at this time. Working with your Commodore, I will send another memo stating when District Five North will go back to full operations or potentially cease/limit operations if COVID-19 continues to increase.

Enclosure: (1) Ref: (a) Auxiliary COVID-19 High-Risk Assessment Form (Enclosure 13 of the COVID-19 PLANORD (July 2020 v.8) Pandemic and Emerging Infectious Disease Risk Assessment
Enclosure: (2) Ref: (b) Coast Guard Risk Assessment for Enclosed Space Mass Gatherings
Enclosure: (3) Ref: (c) DIRAUX Memo of 29 Jun 2020
Enclosure: (4) Ref: (d) ALCOST 259/20 COVID-19 OFF-DUTY RISK MANAGEMENT
Enclosure: (5) Ref: (e) CGD FIVE (dp), Captain O’Connell’s Memo of 23 Jul 2020
MEMORANDUM

From: V. L. Taylor, Lieutenant Commander
CGD FIVE (dpa-n)

To: Fifth District Northern Region Coast Guard Auxiliary

Subj: NOVEL CORONAVIRUS (COVID-19) – D5NR AUXILIARY UPDATED GUIDANCE FOR SUPPORT AND MISSIONS

Ref: (a) DIRAUX Memo of 13 Mar 2020
(b) CGD FIVE (dp), Captain O’Connell’s Memo of 26 Jun 2020
(c) COVID-19 Risk Assessment Job Aid
(d) Risk for Death from COVID-9 Exposure, Enclosure (4) to COVID-19 PLANORD

1. D5NR Auxiliarists are resilient and I personally thank you for your dedication, professionalism, and understanding. Safety of all Coast Guard members and their families continues to be the highest organizational priority.

2. In my memo of reference (a), guidance and instruction was provided as we began a worldwide situation that is ever changing the way Coast Guard and Auxiliary missions and support are performed.

3. Before returning to work, all Auxiliarists must read and understand reference (b), (c), and (d).

4. In an effort to return Auxiliary members to active support, effective 06July2020, OIA’s in conjunction with COLM, must perform an Operational Risk Assessment in determining the risk vs gain of requested Coast Guard Auxiliary missions, using the references listed in Captain O’Connell’s memo, this memo’s reference (b). All Auxiliarist must adhere to all state/federal laws and must adhere to all mandates that are in reference (b). Auxiliarists must self-evaluate using references (c) and (d) as a guide.

The following will be implemented for all Fifth District Northern Region Auxiliary (D5NR):

a. All Divisions will organize / direct their members to hold virtual training for references (b), (c), and (d) of this memo. I will leave it up to the Chain of Leadership & Management of how and when this training will be held.
b. A face mask is to be worn while performing Auxiliary support and missions, and use of correct Personal Protective Equipment (PPE) is mandated in accordance with state/federal laws.

c. The following Auxiliary support missions may commence on 06 July 2020 with adherence to all in this memo and federal/state regulations:

(1) Watchstanding / Medical / Food Service

(2) Administrative support within Sector and units

(3) Vessel Exams / Marine Dealer Visits

(4) Meetings/Conferences

(5) Boating Safety Classes & All other instruction

3. 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 D5NR area.

4. The COVID-19 virus still exists and is spreading. Additional information from the CDC regarding this disease and how to take precautions against it can be found at: https://www.cdc.gov/coronavirus/2019-ncov/specific-groups/high-risk-complications.html

5. A date has not been set for when all Auxiliary activities may resume to normal operations, but it is anticipated to be two weeks after the active duty at Sector Delaware Bay come back at 100% and are no longer on an alternate work schedule. This is of course, as long as the members fully understand the references provided, use the correct PPE and feel safe to do so. Surface and Air Operations are not authorized at this time. Working with your Commodore, I will send another memo stating when District Five North will go back to full operations or potentially cease/limit operations if COVID-19 continues to increase.

#

Enclosure: (1) Ref: (a) DIRAUX Memo of 13 Mar 2020
Enclosure: (2) Ref: (b) CGD FIVE (dp), Captain O’Connell’s Memo of 26 Jun 2020
Enclosure: (3) Ref: (c) COVID-19 Risk Assessment Job Aid
Enclosure: (4) Ref: (d) Risk for Death from COVID-19 Exposure, Enclosure (4) to COVID-19 PLANORD
# Auxiliary COVID-19 High-Risk Assessment Form

**PRIVACY ACT STATEMENT**


**Purpose:** To assess a Coast Guard Auxiliaryist’s suitability for Assignment of Duty and being in a Centers for Disease Control high risk category during the COVID-19 pandemic.

**Routine Uses:** United States Coast Guard officials will use this information to assess the ability of Auxiliary personnel to return to their assignment of duty as the restrictions under the COVID-19 pandemic begin to relax. Any external disclosures of Auxiliaryist information within this record will be made in accordance with DHS/USCG-024 Auxiliary Database, 79 FR 23001 (April 25, 2014).

**Disclosure:** Furnishing this information is strictly voluntary. However, failure to provide this information may result in delay in approval. In order to assist with maintaining confidentiality, respondents are advised not to include any additional personally identifiable information (PII) or personal health information (PHI) in their free-form responses.

## CENTERS FOR DISEASE CONTROL (CDC) GUIDANCE / HIGH-RISK CATEGORY:

In order to enable the Coast Guard to assess your suitability for assignment to duty, you must complete and submit this form before you can expect to be assigned to duty. In order to document this information based on the most recent Centers for Disease Control (CDC) guidance to date, please review the list below, complete Blocks 1 and 2, and submit this completed form directly to your District Director of Auxiliary.

- All ages with underlying medical conditions, are at increased risk of severe illness from COVID-19, including:
  - Chronic kidney disease
  - COPD (chronic obstructive pulmonary disease)
  - Immunocompromised state (weakened immune system) from solid organ transplant
  - Obesity (body mass index [BMI] of 30 or higher)
  - Serious heart conditions, such as heart failure, coronary artery disease, or cardiomyopathies
  - Sickle cell disease
  - Type 2 diabetes mellitus

- The following conditions might be an increased risk from severe illness from COVID-19
  - Age 65 and older
  - Asthma (moderate-to-severe)
  - Cerebrovascular disease (affects blood vessels and blood supply to the brain)
  - Cystic fibrosis
  - Hypertension or high blood pressure
  - Immunocompromised state (weakened immune system) from blood or bone marrow transplant, immune deficiencies, HIV use of corticosteroids, or use of other immune weakening medicines
  - Neurologic conditions, such as dementia
  - Liver disease
  - Pregnancy
  - Pulmonary fibrosis (having damage or scarred lung tissues)
  - Smoking
  - Thalassemia (a type of blood disorder)
  - Type 1 diabetes mellitus

## BLOCK 1 – AUXILIARY MEMBER INFORMATION

**Auxiliary Name (Please Print (Last, First)):**

**Auxiliary Unit (District-Division-Flotilla Number):**

**Auxiliary Member ID Number:**

## BLOCK 2 – AUXILIARY MEMBER CERTIFICATION

I hereby certify that as of this date (check all that apply):

- [ ] I, and/or a household member of mine, fall into at least one of the high-risk categories outlined in the above CDC guidance; OR
- [ ] I and household members don't fall into one of the high-risk categories outlined in the above CDC guidance.

AND

Have you or any of your household members traveled to a THIN 2 country or oversees in the last 14 days?

- [ ] Yes
- [ ] No  

I understand that:

1. An Order Issuing Authority (OIA) will use the information provided by me to determine my suitability for assignment to duty.
2. The OIA may require additional information to properly assess my suitability for assignment to duty.
3. Providing information that is not accurate or not true may result in disciplinary action.

Disclaimer: Members are reminded to submit a new form only if any of this information changes.

**Auxiliary Member’s Signature:**  

**Date:**

**OIA Signature:**

ANSC-7101 (Rev 07-20)
## Coast Guard Risk Assessment for Enclosed Space Mass Gatherings

### Mass Gathering Definition:
For the purpose of this assessment, a mass gathering is defined as any non-operational group of people gathering in an enclosed space that is NOT their typical work space or that is NOT for the purposes of their typical business or mission; and the size of the space is such that it does NOT allow for everyone in the group to maintain at least 6 feet of social distancing.

<table>
<thead>
<tr>
<th>Gathering Description:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Locations:</th>
</tr>
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</table>

### Step 1: Identify, Assess, & Mitigate Risk Elements

#### Instructions:
To determine the level of risk for each element below, estimate the risk level based on the Low/Medium/High scale. If your perceived rating is Medium or High, explore mitigations. Draw a line thru the risk zone that corresponds to the mitigated risk level and document the perceived risk(s) and Mitigation(s) in the space provided.

#### Rate Risk Zone

<table>
<thead>
<tr>
<th>Complete</th>
<th>Partial</th>
<th>None</th>
</tr>
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<tbody>
<tr>
<td>L</td>
<td>M</td>
<td>H</td>
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</table>

#### Planning
Enough time to conduct thorough planning for the gathering. Consider: Lead time for travel and attendance, plans to limit total audience attending, plans to manage social distancing, plans to pre- and post-clean surfaces, plans to limit health exposure, ability to control arriving audience.

**Notes/Mitigation:**

#### Event (Mission Complexity)
Consider: total number of persons attending, number of audience members traveling, degree of audience contact with crew and facilities, number of spaces visited.

**Notes/Mitigation:**

#### Asset: Facility Location
What is the risk posture of the local, state, and other authorities in the area? If a tenant command, what is the risk posture of the USCG, DOD, DHS, or OGA parent unit? Consider the impact of additional screening of visitors on security and other support resources.

**Notes/Mitigation:**

#### Asset: Audience and Attendee Logistics
What is the risk to the attendees as they travel to the site? Do airports have travel restrictions for military or civilian personnel? Are travelers coming from high risk areas (Ref CDC). Consider: alternate travel routes and emerging travel warnings or restrictions.

**Notes/Mitigation:**

#### Asset: External attending audience
What is the risk to the external audience? Is the external audience appropriate for mass gatherings in an enclosed space? Consider: pre-arrival screening, average age, at-risk populations, underlying health conditions, local health official guidance.

**Notes/Mitigation:**

### (Continued on next page)

REV Date: 3/17/2020
### Step 1: Identify, Assess, & Mitigate Risk Elements

<table>
<thead>
<tr>
<th>Asset: Crew</th>
<th>Excellent</th>
<th>Marginal</th>
<th>Poor</th>
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<tbody>
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</table>

**Notes/Mitigation:**

<table>
<thead>
<tr>
<th>Asset: Partners and Volunteer Support Staff</th>
<th>Excellent</th>
<th>Marginal</th>
<th>Poor</th>
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</table>

**Notes/Mitigation:**

<table>
<thead>
<tr>
<th>Asset: Medical and Isolation Facilities</th>
<th>Excellent</th>
<th>Marginal</th>
<th>Poor</th>
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<tbody>
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</tbody>
</table>

**Notes/Mitigation:**

<table>
<thead>
<tr>
<th>Communications/Supervision</th>
<th>Excellent</th>
<th>Partial</th>
<th>None</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>L</td>
<td>M</td>
<td>H</td>
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</tbody>
</table>

**Notes/Mitigation:**

<table>
<thead>
<tr>
<th>Environment</th>
<th>Ideal</th>
<th>Marginal</th>
<th>Extreme</th>
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**Notes/Mitigation:**

### Step 2: Determine Overall Risk Level

Consider: 1) the ratings for each element in Step 1; 2) the importance of the element for conducting the gathering, and 3) how elements may interact.

Rate the perceived **Overall Risk Level** when considering this information. Circle the risk zone that corresponds to your perceived overall risk:

- **Low**
- **Medium**
- **High**

(Continued on next page)
### Coast Guard Risk Assessment for Enclosed Space Mass Gatherings

*PEACE elements are required per COMDTINST 3500.3A. Additional unit-specific elements are permitted.*

**Step 3: Determine Risk vs. Gain: Do gains warrant the risk?**

**Step 3a.** Enter the overall Risk Level (step 2) in the **RISK** box below (Low, Medium, or High)

**Step 3b.** Review the definitions for Gain below and enter the level in the **GAIN** box below (Low, Medium, or High)

#### Level of Gain

**Low** – Situation with unclear benefits or low probability of delivering concrete results. *Examples: gatherings purely in conformity with Service custom, limited mission partner value, limited public affairs value like awards ceremonies, retirement ceremonies, all-hands annual training that is not mission essential, etc.*

**Medium** – Situation that provides immediate and real benefits. *Examples: gatherings that advance mission execution planning, mission execution tactical partnerships, and wide stakeholder and public affairs value like all-hands training that, without which, would prevent a team/unit from critical mission execution, Quarterly Strategic Sessions (QSS), daily command center/OPS briefs, etc.*

**High** – Situations that provide real and immediate benefits that if ignored would significantly degrade force protection or mission execution accomplishment. *Examples: gatherings that are required for highest-priority operational mission planning, would cause significant damage to the Service’s reputation if cancelled, or which are vital to national-level stakeholders like Incident Command Post (ICP) directly related to COVID-19, etc.*

<table>
<thead>
<tr>
<th>RISK (Low, Med, High)</th>
<th>Vs.</th>
<th>GAIN (Low, Med, High)</th>
</tr>
</thead>
</table>

**Step 3c.** Use the Risk vs. Gain values from above and follow the column and row until they cross. The intersecting point is the recommended action.

<table>
<thead>
<tr>
<th>Risk vs. Gain</th>
<th>High Gain</th>
<th>Medium Gain</th>
<th>Low Gain</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low Risk</td>
<td>Hold the Gathering. Monitor risks and re-evaluate if conditions change.</td>
<td>Consider Canceling the Gathering. Monitor risks and hold the gathering ONLY IF mitigating controls can be implemented or if conditions change.</td>
<td>Do not hold the Gathering. Communicate to Chain of Command. Wait until Risk Factors change or controls are available to warrant risk exposure.</td>
</tr>
<tr>
<td>Medium Risk</td>
<td>Consider Canceling the Gathering. Monitor risks and hold the gathering ONLY IF mitigating controls can be implemented or if conditions change.</td>
<td>Consider Canceling the Gathering. Monitor risks and hold the gathering ONLY IF mitigating controls can be implemented or if conditions change.</td>
<td>Do not hold the Gathering. Communicate to Chain of Command. Wait until Risk Factors change or controls are available to warrant risk exposure.</td>
</tr>
<tr>
<td>High Risk</td>
<td>Consider Canceling. Hold the Gathering ONLY WITH Chain of Command Endorsement. Communicate risk vs. gain to next-higher chain of command, implement controls and continuously evaluate conditions.</td>
<td>Consider Canceling. Hold the Gathering ONLY WITH Chain of Command Endorsement. Communicate risk vs. gain to next-higher chain of command, implement controls and continuously evaluate conditions.</td>
<td>Do not hold the gathering. Communicate to Chain of Command. Wait until Risk Factors change or controls are available to warrant risk exposure.</td>
</tr>
</tbody>
</table>

**REV Date: 3/17/2020**
ALCOAST 259/20 - JUL 2020 COVID-19 OFF-DUTY RISK MANAGEMENT (ODRM): PERSONAL RESPONSIBILITY AND BEHAVIOR CHOICES DURING A PANDEMIC

/ Published July 1, 2020

R 011820 JUL 20
FM COMDT COGARD WASHINGTON DC//DCO/DCMS//
TO ALCOAST UNCLAS//N06200//
ALCOAST 259/20
COMDTNOTE 6200
SUBJ: COVID-19 OFF-DUTY RISK MANAGEMENT (ODRM): PERSONAL RESPONSIBILITY AND BEHAVIOR CHOICES DURING A PANDEMIC A. COMDT COGARD WASHINGTON DC 012111 JUN 20/ALCOAST 211/20

1. This ALCOAST establishes Commander’s Intent for the application of off-duty risk management (ODRM) to every individual Coast Guard members’ personal behavior and choices during the Coronavirus 2019 (COVID-19) pandemic. Operational readiness requires workforce readiness, and workforce readiness is reliant on the preservation of a healthy workforce. Your individual, personal choices affect the Coast Guard’s ability to perform our missions.

2. In operational risk management (ORM), we assess risk factors against mission gain before launching. We also avoid unwarranted risk. In ODRM, we expect members to employ a similar risk-based decision approach to off-duty behavior. This health care crisis is not over and the Coast Guard is not immune to the increasing COVID-19 cases occurring across the nation. Even as some local jurisdictions are lifting restrictions, we expect every member to make smart, informed and responsible decisions that limit their exposure to COVID-19 in order to protect themselves, their friends, families, and shipmates to ensure our Service remains ready for the important work expected of us. All military and civilian personnel, including reservists on active duty or conducting Inactive Duty Training (IDT), must become familiar with ODRM concepts through the contents of this message and apply them at all times. Reservists not on active duty or in a drilling status are encouraged to become familiar with the contents and adopt the directives in this ALCOAST.

3. This ALCOAST directs our Coast Guard personnel, and encourages their family members, to carefully consider risk to themselves and CG missions before engaging in activities that pose an increased risk to contracting COVID-19. Commanders at all
Johns Hopkins Coronavirus Resource Center at: 
https://coronavirus.jhu.edu/testing/testing-positivity.

7. Travel increases your chances of becoming infected and spreading COVID-19 so additional precautions are necessary. Avoid traveling with or visiting persons who are ill or at higher risk of COVID complications from infection. Many forms of travel require spending time in lines or with crowds, place people in contact with highly touched surfaces, and provide seating inadequate to meet a socially distanced standard of six feet, potentially for many hours. Always wear a face-covering while in public places and prepare food and water for your trip, especially non-perishables, in case restaurants or stores are closed. Carry alcohol-based (min 60%) hand sanitizer and surface cleaners. Know the pandemic precautions taken for your chosen lodging. Use cashless payments and touchless delivery wherever possible. You can find CDC guidance on staying safe while traveling at: https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-in-the-us.html.

8. Lower-Risk Off-Duty Activities. When following Centers for Disease Control and Prevention (CDC) guidance (https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html), including frequent hand washing and consistent wearing of a cloth face cover, the following activities are deemed low-risk off duty behavior.

   a. Close contact activities with your household or a small social circle. When defining your social circle, consider limiting yourself (your household) to interactions with just one or two other households. For those members with children, consider including another family with children in your social circle. Build trust with anyone that you engage with regularly to ensure he/she/they are not engaging in any risky behavior. Moving amongst different social circles may significantly increase the risk for everyone. It is recommended that your social circle be exclusive and recognized by all members of that social circle for accountability. If anyone becomes ill or believes they have had a COVID-19 exposure, immediate sharing of this information is imperative. No person in isolation or quarantine should be in a social circle during a time of illness or recent COVID exposure.

   b. Outdoor activities with members of your household or small social circle such as running, biking, rowing, camping, fishing, hiking, and water activities.

   c. Attending in-person worship services while using cloth face cover and adhering to social-distancing (defined as remaining at least 6 feet from the nearest person).

   d. Visiting outdoor restaurants if you are able to meet social distancing protocols, preferably removing cloth face cover only while dining or drinking. Be sure the establishment staff wear cloth face covers at all times.

   e. Use of public transportation such as buses, rail, aircraft, or rideshare/taxis, if able to maintain social distancing and appropriate authorities require all transportation users and staff to wear cloth face covers at all times. If practical, consider driving to reduce risk of exposure to those outside your social circle.
MEMORANDUM

From: D. E. O'Connell, CAPT
      CG District 5 (dp)

To: Fifth District Auxiliary Membership

Subj: Update 2 - NOVEL CORONAVIRUS (COVID-19) - AUXILIARY AWARENESS
      AND GUIDANCE

Ref (a) COVID-19: Operations Policy During Extended COVID-19 Pandemic – Update 1,
      ALCOAST 186/20
(b) Pandemic and Emerging Infectious Disease Risk Assessment, Enclosure (1) to
    COVID-19 PLANORD (July 2020 v.8)
(c) COVID-19 Risk Assessment Job Aid
(d) Risk for Death from COVID-19 Exposure, Enclosure (4) to COVID-19 PLANORD

1. This guidance updates my guidance of 26 June 2020 to reflect publication of Auxiliary
   COVID-19 Reconstitution Guidance, enclosure 13, of reference (b). Updates are highlighted
   in yellow.

2. As society adapts to the COVID-19 threat and the Coast Guard continues to manage
   personnel and operational risk across all mission areas, this memo provides updated guidance
   to Fifth District Auxiliarists for a safe return to operations. Safety of all Coast Guard
   members and their families continues to be the highest organizational priority. All Auxiliary
   members must adhere to policies and guidance provided by the Directors of Auxiliary
   (DIRAUX) and the Order Issuing Authority (OIA) for each mission, as well as guidance
   referenced in this memo.

3. Recreational and commercial boating activity is increasing throughout the District, which is
   driving increased demand for Coast Guard Auxiliary services. As Auxiliarists return to
   operations, you MUST adhere to federal, state and local guidelines for use of mandated
   Personal Protective Equipment (PPE), keep facilities sanitized, use appropriate social
   distancing, and only operate under explicit approval from the DIRAUX or OIA.

4. Per reference (a), ALCOAST 186/20, Auxiliary operations may continue, in accordance with
   guidance outlined in ALAUX 003/20. Your Director of Auxiliary will manage the timeline of
   fully returning to Auxiliary operations. The timeline and rate of increase in Auxiliary
   operations will be informed by the evolving impacts of COVID-19 including local rates of
   infection and availability of community services. Prior to any activity outside the home,
Auxiliarists shall assess their readiness and ability to undertake the activity and abide by the policy set forth in reference (b) enclosure 13. This assessment will include the availability of proper 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 versus gain of the activity.

5. Many Auxiliary assignments to duty often have an Auxiliarist who effectively serves as the OIA instead of a distinct Coast Guard OIA (e.g., conducting staff officer duties, meetings, training, vessel safety checks, public education classes, marine dealer visits, and public outreach events). Per ALCOAST 186/20, the following OIA procedures should be followed:

a. For Auxiliary activities involving the administration of the Auxiliary (e.g. conducting staff officer duties, meetings, training, etc), DIRAUX will serve as the Coast Guard OIA for the purpose of determining whether or not such activities proceed. The Auxiliary Chain of Leadership and Management (COLM) will be the only members authorized to coordinate with the DIRAUX office for such activities; individual members must not contact the DIRAUX office.

b. For Auxiliary activities involving Sector-specific functions (e.g. vessel safety checks, public education classes, marine dealer visits, public outreach events), the cognizant unit and/or Sector AUXLO shall serve as the Coast Guard OIA for the purpose of determining whether or not such activities proceed. The local Auxiliary COLM or Auxiliary Sector Coordinator (ASC) shall be the only members authorized to coordinate with the unit or Sector AUXLO for such activities; individual members must not contact the unit or Sector.

c. Prior to patrol orders or being assigned to duty by a Coast Guard OIA, the lead Auxiliarist for the patrol request or mission must contact the OIA 2 to 5 days prior to the assignment of duty to determine whether to proceed. This requirement is not applicable to emergent SAR cases.

6. OIA’s in conjunction with COLM, must perform an Operational Risk Assessment in determining the risk vs gain of requested Coast Guard Auxiliary missions. The Department of Homeland Security’s (DHS) Pandemic and Emerging Infectious Diseases (PEID) Occupational Safety and Health (OSH) Risk Assessment Guidance, reference (b), will be used prior to mission execution. This guidance, an enclosure to reference (c), provides a comprehensive framework to determine risk exposure when interacting with the public. This document outlines the PEID OSH Risk Assessment process for the Coast Guard, and breaks down the risk exposure, based on mission duties and tasks, and appropriate control measures. Risk is described as a function of the probability of coming in contact with a hazard, pandemic or emerging infectious disease, and the severity of the consequence if the hazard manifests itself. Per the DHS PEID Risk Assessment guidance, the probability element in the risk equation is determined by evaluating Exposure Time, denoted by “T”, and Exposure Intensity, denoted by “I”. This guidance should be used in conjunction with normal Operational Risk Management (ORM) process for Auxiliary missions that involve the potential for public interaction. A Risk Assessment Job Aid template, reference (c), has been
developed to assist members in determining the Exposure Time and Exposure Intensity as a part of their ORM process.

7. Additionally, all Auxiliarists shall meet the training requirements and use the Auxillary COVID-19 High Risk Form in enclosure 13 of reference (b) to certify their status with respect to COVID-19 high-risk criteria and send them to their respective OIA.

8. After assessing and abiding by the above factors and risk assessment, the cognizant OIA may request an Auxiliarist(s) to conduct a Coast Guard mission activity. Auxiliarists are prohibited from Coast Guard missions or Auxiliary activity that require use of Band C or D control measure in Reference (b), are inconsistent with state/local guidance, or are not supported by the Parent Command. Auxiliarist must work with their OIA and COLM to ensure they have proper PPE, and the PPE must be used in accordance with policy. In addition, Auxiliarist 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 when Auxiliarist cannot appropriately social distance themselves from others by maintaining six feet of physical separation.

9. People of all ages can be infected by COVID-19; however, greater susceptibility to severe illness and death has been demonstrated in people over 65 years of age and those with pre-existing medical conditions (e.g. immunocompromised, chronic respiratory disease, diabetes, heart disease). In particular individuals 65-84 years of age are at an increased risk for hospitalization (31-59%), admission to intensive care (11-31%), and death (4-11%). Additionally, there is data that shows a strong relationship between risk of death and pre-existing medical conditions. Reference (d) should be used as part of the ORM process. CDC’s guidance for high risk populations is discussed on the CDC website: https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html.

10. Auxiliary members in high risk populations may choose to execute orders and carry out Auxiliary missions and activities outside the home and/or involving public interaction, but are not required to do so. In making this decision Auxiliarist should consider members of high risk populations living in their household. All Auxiliary members are encouraged to refrain from participating in any mission unless they feel comfortable and safe executing the activity. If any Auxiliarist feels compelled to execute a mission they are not comfortable with due to COVID-19 concerns, they should contact the DIRAUX.

11. The following general guidelines apply for all Fifth District Auxiliary. They may be modified by written memo by DIRAUX North or South to be more restrictive to account for local conditions and align with active duty components:

a. In-person training sessions or meeting/conferences may occur consistent with state and local guidelines for number of participants. Social distancing and face coverings should also be employed. However, these activities should be conducted via electronic means to the maximum extent possible.
b. Auxiliary public affairs events are authorized consistent with state and local guidelines for number of participants at the event. The wearing of face coverings and social distancing are also mandated.

c. 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.) can be conducted on a case-by-case basis with the approval of the OIA/DIRAUX consistent with this guidance.

d. Auxiliary operational activities involving direct support of Coast Guard units with no interaction with the public (e.g. AUXFS, comms watchstander, AUXAIR, surface patrol, etc.) are authorized consistent with this guidance. Activities that involve interaction with the public can be conducted on a case-by-case basis with the approval of the OIA/DIRAUX consistent with this guidance.

e. 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 Fifth District. All requests for Coast Guard Auxiliary Health Care Providers must be approved by the DIRAUX and coordinated with the Chief Medical Officer of the Coast Guard Auxiliary, and the HSWL Service Center Operational Medicine Division.

f. 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 they are COVID-19 free. Individuals that have tested positive for COVID-19, or have had contact with anyone that has tested positive shall not perform Auxiliary operations unless symptom free for 14 days. Additionally, anyone with the following symptoms shall not perform Auxiliary operations: Fever (>100.4), new persistent cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pains, headaches, sore throat, and/or new loss of taste or smell.

g. Auxiliary members are prohibited from traveling and attending meetings, conferences, training, or events in support of the Coast Guard Auxiliary (e.g. National Auxiliary events, “C” Schools, etc.) outside the Fifth District.

h. Auxiliary members returning from leisure travel via commercial means (airline, train, ships, 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.

12. This policy guidance will be updated as the situation evolves. Auxiliarists are encouraged to hold training seminars to discuss this guidance as it pertains to their personnel and missions. All guidance provided shall be followed to ensure a safe work environment and the well-being of our members and their families. DIRAUX staff is available to provide additional
clarification or training as needed, and may be requested through the Auxiliary Chain of Leadership and Management.

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