



MEMORANDUM

16790 / AUX-PL-007(B)
BSX Policy Letter 21-01
24 Jun 21

From: S. L. Johnson CAPT /s/
COMDT (CG-BSX)

Reply to Mr. D. Luper
Attn of: (202) 372-1264

To: Distribution

Subj: RESUMPTION OF IN-PERSON AUXILIARY C-SCHOOLS

Ref: (a) Auxiliary COVID-19 Reconstitution Guidance (Enclosure 13) to the Coast Guard COVID-19 Planning Order
(b) BSX Policy Letter 007(A) / 21-01 of 28 May 21
(c) FORCECOM COVID-19 Response Home Unit ROM Guide of 22 Mar 21
(d) ALCOAST 185/21 COVID-19: Updated Mask Guidance for Vaccinated Personnel

1. PURPOSE. The purpose of this policy letter is to provide expanded guidance for the resumption of in-person Auxiliary C-schools as restrictions and limitations imposed by the COVID-19 pandemic evolve.

2. ACTION. Elected and appointed leaders and program managers at all levels of the Auxiliary organization must ensure Auxiliarists who are interested in attending Auxiliary C-schools adhere to these provisions. District Directors of Auxiliary (DIRAUX) and Auxiliary C-school instructors must maintain close liaison with the Auxiliary Training Program Manager (ATPM) in the Coast Guard Auxiliary Division (CG-BSX-1) for the purpose of general advice, guidance, and C-school coordination.

3. BACKGROUND.

- a. The Coast Guard remains committed to implementing common sense solutions as scientific advances help minimize the burden on its personnel, while also protecting the health and readiness of the service. Operational Risk Management (ORM) continues to warrant assessment of risk factors versus expected gain prior to undertaking a Coast Guard mission, to include the conducting of Auxiliary C-schools. It helps avoid unnecessary risk while shaping a safe and effective path to achieve an objective.
- b. As the Coast Guard continues to reconstitute its activities in the COVID-19 pandemic, this guidance steers the resumption of in-person Auxiliary C-schools. Provisions of reference (a) remain applicable amplified by these guidelines. This includes acknowledgement that COVID-19 vaccination efforts currently underway will help prevent the spread of COVID-19 throughout the Coast Guard

24 Jun 21

Subj: RESUMPTION OF IN-PERSON AUXILIARY C-SCHOOLS

workforce, help mitigate the risk of a large scale infection event at training venues, and be given due consideration in the assignment of Auxiliarists to attend them.

4. DIRECTIVES AFFECTED. This policy letter supersedes reference (b).
5. MAJOR CHANGES. Auxiliarists vaccinated against COVID-19 as defined in enclosure (1), as well as unvaccinated Auxiliarists, are authorized to attend in-person Auxiliary C-schools subject to provisions of this policy letter.
6. DISCLAIMER. This policy letter is not a substitute for applicable legal requirements, nor is it a rule. It is intended to define requirements for Auxiliary personnel and is not intended to, nor does it impose legally-binding requirements on any party outside the Coast Guard.
7. QUESTIONS. Questions concerning this policy letter should be directed to the Auxiliary Training Program Manager (ATPM) in the Office of Auxiliary and Boating Safety, Auxiliary Division (CG-BSX-1) at CGAUX@uscg.mil. This policy letter will be posted on the CG Auxiliary website at: <http://agroup-bx.wow.uscgaux.info/content.php?unit=BX-GROUP&category=bsx-policy-letters> .
8. REQUEST FOR CHANGES. Units and individuals may recommend changes in writing via the chain of command to Commandant, U.S. Coast Guard, ATTN: Office of Auxiliary and Boating Safety, Auxiliary Division (CG-BSX-1), U. S. Coast Guard Stop 7501, 2703 Martin Luther King Jr. Avenue SE, Washington DC 20593-7501.

#

Encl: (1) In-Person Auxiliary C-School Guidelines

Dist: DIRAUX (dpa), FC-T, NEXCOM, ANACO-FC, DIR-T, Auxiliary C-school instructors

In-Person Auxiliary C-School Guidelines

1. General Guidelines.

- a. For the purpose of in-person Auxiliary C-school resumption, vaccinated Auxiliarists are individuals who have been fully vaccinated against COVID-19 (i.e., have received both doses of two-dose COVID-19 vaccination options) more than 14 days prior to the travel date for the Auxiliary C-school as reflected by the individual's Auxiliary COVID-19 High-Risk Assessment Form (ANSC-7101) on file with their District Director of Auxiliary (DIRAUX). Unvaccinated Auxiliarists are individuals who do not meet these criteria.
- b. Unvaccinated Auxiliarists may attend Auxiliary C-schools. Adherence to the provisions of reference (c) are only applicable for unvaccinated Auxiliarists who seek to attend an Auxiliary C-school held on one of the following Coast Guard training facilities: Coast Guard Academy; Coast Guard Training Center Cape May; Coast Guard Training Center Yorktown; Coast Guard Aviation Training Center Mobile; Coast Guard Training Center Petaluma.
- c. Due to the current restriction imposed by the Federal Aviation Administration (FAA) on its facilities, only vaccinated Auxiliarists may attend in-person Auxiliary C-schools held on FAA facilities. Once the FAA lifts its restriction, unvaccinated Auxiliarists will be authorized to attend in-person Auxiliary C-schools held on FAA facilities.
- d. The cognizant DIRAUX may approve Short-Term Resident Training Requests (STTR) from vaccinated and unvaccinated Auxiliarists for in-person Auxiliary C-schools in accordance with these provisions provided the Auxiliarists meet all other C-school eligibility pre-requisites (e.g., Auxiliary Core Training currency).
- e. The Auxiliary Training Program Manager (ATPM) in the Auxiliary Division (CG-BSX-1) shall serve as the primary point-of-contact for questions and concerns of DIRAUX and Auxiliary C-school instructors. An Auxiliary C-school's lead instructor shall serve as the primary point-of-contact for questions and concerns of Auxiliary C-school students whether prospective, with orders assigned, or on-site.
- f. All Auxiliarists who attend in-person Auxiliary C-schools shall abide by COVID-19 practices and requirements established by the command or ownership of the C-school venue. Regarding mask wear requirements, in situations in which such practices and requirements may conflict with provisions of reference (d), the provisions of reference (d) govern.

- g. Vaccinated Auxiliarists must carry a copy (electronic acceptable) of their Auxiliary COVID-19 High-Risk Assessment Form (ANSC-7101) described in paragraph 1.a. with them throughout their in-person Auxiliary C-school assignment to duty. If any Auxiliarist is required to undergo a COVID-19 test for any reason in order to proceed to or stay at the C-school venue (e.g. undergo a COVID-19 test as required by a commercial transportation carrier within 48-72 hours of travel) then they must similarly carry a copy (electronic acceptable) of the test result with them.

2. C-School Venue Considerations. The ATPM and lead Auxiliary C-school instructors must include the following factors in their assessment of in-person Auxiliary C-school venues and the determination as to whether or not to conduct schools in them:

- a. The physical location and configuration of classroom activity. Classrooms must have the means for air ventilation (e.g, a classroom cannot have a single door and neither a window(s) nor air circulation vent(s)).
- b. Local COVID-19 infection and mortality rate considerations along with federal, state, and local health advisory recommendations.
- c. The number and expected behavior of others at that location (e.g., amount of space per person; expectations for mask wear, social distancing, sanitizing as needed, and handwashing).
- d. The likely duration of time in close contact with others besides students.

3. C-School Conduct Considerations. The ATPM and lead Auxiliary C-school instructors must incorporate the following factors into the conduct of in-person Auxiliary C-schools:

- a. Class sizes must be limited by the size and type of room in which the class will be held.
- b. COVID-19 practices and requirements established by the command or ownership of the C-school venue.
- c. Frequent breaks must be taken (i.e., at least 10 minutes of every class hour to afford student opportunities away from the classroom).
- d. The number of instructors and students in a classroom must be minimized whenever possible. A single instructor in the classroom is always preferred, understanding some circumstances may warrant the presence of more than one instructor.