MEMORANDUM FOR ALL AFROTC DETACHMENT 010 CADETS

FROM: AFROTC DET 010/CC

SUBJECT: Fall 2020 Detachment Operations and COVID-19 Guidelines

1. To maintain your health and safety amidst the on-going COVID-19 pandemic, necessary adjustments have been made to our training environment and operations. The guidelines outlined below will allow the safe execution of our essential Air Force training mission in accordance with AFROTC, University of Alabama, and Center for Disease Control (CDC) guidance and policies.

2. **Overall COVID-19 Safety Guidance.** The University of Alabama’s latest information on COVID-19 can be found at [https://healthinfo.ua.edu/](https://healthinfo.ua.edu/).

   a. Before returning to campus, all cadets must get tested for COVID-19, complete a UA COVID-19 training module, and accomplish UA Healthchecks via the Healthcheck site, [https://www.ua.edu/healthcheck/](https://www.ua.edu/healthcheck/).

   b. If you feel sick or may have been exposed to COVID-19, you must notify the university through the Healthcheck site, call the university COVID-19 hotline at (205) 348-CV19 (205-348-2819), and send an email to cadre at [afrotc@ua.edu](mailto:afrotc@ua.edu), subject: Possible COVID-19 – (cadet Lastname, Firstname, initial). You must be tested within 24 hours and will be excused until testing can be confirmed negative. If you test positive, you must quarantine for 14 days and follow UA guidance instructions.

   c. Masks are required for entry into our Detachment facilities, classrooms, and during Primary Military Training (PMT) events. Each cadet will be issued a cloth mask as a mandatory uniform item for Leadership Laboratory (LLAB) and a neck gaiter for wear during physical training (PT). Disposable masks will be also available for purchase throughout the university and by cadet wing booster club.

   d. Signage of COVID-19 precautions are posted in all common areas; adhere to and enforce these protocols among your peers.

   e. While on temporary duty (TDY), you must strictly follow protocols as directed regarding COVID-19, to include wearing a mask if flying.

   f. You must also strictly follow city mandated ordinances regarding COVID-19. It is highly recommended that you limit yourself only to mandatory obligations (school, AFROTC, work, etc.). I expect you to responsibly take actions to limit exposure to yourself and others, and to execute all risks with good judgement.

3. **Classroom Precautions.** All Air Force Studies classes will be executed in-person; any exceptions must be approved by the AFS instructor in advance. At every class, each cadet will be expected to:

   a. Check for any symptoms through the UA Healthcheck site. You must be marked “cleared” to attend class.
b. Wear a mask in the classroom at all times.

c. Wash hands or use hand sanitizer before entering the classroom, and again when leaving. Hand sanitizer stations will be available at the entrance of each academic building and in commonly frequented student areas.

d. Wipe down desk surface areas before class begins. Disinfectant wipes will be provided in the classroom or a nearby location.

e. Maintain a minimum distance of six feet or more from others. Larger classrooms have been secured outside of the Detachment building to accommodate our class sizes.

4. Leadership Laboratory Operations. LLAB will be conducted to meet the intent of AFROTCI 36-2011, Chapter 10 in combination with AFROTC/HQ COVID-19 directives. LLAB will be executed in-person in accordance to local, state and UA guidance, and protocols will be taken to ensure that quality training can be safely conducted. **The first LLAB will commence on 20 Aug; however, you are not cleared to perform drill and ceremony until your sports physical has been approved. If not approved by 1 Sep, this will count as an unexcused absence.**

   a. LLAB classroom setting (indoor)
      I. Classroom precautions will be followed.
      II. Initial focus activities will be on academic objectives that can be executed in a classroom environment.

   b. LLAB drill and ceremony setting (outdoor)
      I. Temperature checks will be conducted on each cadet. If you have a temperature over 100, you must follow protocols listed in para 2.b.
      II. LLAB will be split by flights and POCs attached to those flights. Cadet interaction will be limited to other cadets within your flight (or group as designated) during the LLAB period.
      III. Cadets will wear masks and maintain a minimum distance of six feet or more from others to the greatest extent possible.

5. Physical Training Operations. PT will be conducted to meet the intent of AFROTCI 36-2011 10.6. PT is scheduled for Tuesday, Wednesday, and Thursday; specifics on time and location will be provided via operations orders sent weekly from the Cadet Wing. **The first PT session will commence on 1 Sep to allow sufficient time for cadets to complete a sports physical. Following 1 Sep, absences will be unexcused; any exemptions or excused absences must be approved by cadre.**

<p>| AFROTC - Class Schedule / Locations <em>Adjusted to meet COVID-19 class capacities</em> |</p>
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**Acronyms**

- BOM - Bureau of Mines Bldg 1
- LY - Lloyd Hall
- BE - Bevill Hall
a. Temperature checks will be conducted on each cadet. If you have a temperature over 100, you must follow protocols listed in para 2.b.

b. PT will split by flights and POCs attached to those flights. Cadet interaction will be limited to other cadets within your flight (or group as designated) during the PT period.

c. Cadets will wear neck gaiters or masks and maintain a minimum distance of six feet or more from others to the greatest extent possible.

d. PT activities will have no or very minimal physical contact among cadets.

e. PT will be conducted outdoors. In the event of severe weather, PT will be cancelled by the cadre.

6. Detachment Facilities.

a. To minimize exposure and to limit the number of people in the Detachment offices, cadets should first call (205) 348-5900 to talk and/or schedule an appointment with a cadre member. In-person, phone, or video calls/Zoom meetings will be allowed.

b. The POC office use will be limited to those within Cadet Wing Group and Wing Staff, with exception to counseling sessions. When more than one member is present in the general area, COVID-19 protocols will mirror para 3. Classroom Precautions.

c. The Uniform Room will have no more than five personnel at any given time.

d. The Cadet Library will be limited to two personnel at any given time.

e. The Cadet Lounge will be limited to five members at any given time, and to those transiting in/out of the area to purchase items or to store/pick-up materials for LLAB.

7. Professional Development Training (PDT). Per AFROTCI 36-2011 10.9, all cadets are required to complete two PDTs; one as a GMC and one as a POC. It is advised to attend PDTs as early as possible as they are required to progress in AFROTC.

a. Due to the current COVID-19 pandemic, most PDTs have been offered virtually. Sign-ups for any upcoming PDTs will be announced by the Operations Flight Commander (OFC) or the Cadet Wing Operations Group Commander.

8. Note that these guidelines will be continuously monitored and are subject to change. In addition, other AFROTC participation and academic requirements must still be met unless advised otherwise by the Detachment cadre. Refusal to comply with these guidelines is a student conduct violation that will be reported to the UA Student Life office for disciplinary action. In addition, you may receive adverse counseling, or be dropped or disenrolled from AFROTC.

9. To maintain safety and integrity of our training environment, I expect all cadets to follow these guidelines. If you have any questions regarding this matter, please contact me or Capt James P. Brock III at (205) 348-5900 or jbrockiii@ua.edu.

Myla Abejuela

MYLA M. ABEJUELA, Lt Col, USAF Commander