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Special Memorandum
Airport Operations in the COVID-19 Environment

TO: Air Sailing Members
FROM: Air Sailing Executive Committee
RE: Information **ALPHA**
DATE: Thursday, April 30, 2020

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Limited Operations

- Reservation system ???
- Single-place gliders ONLY ???
- Members ONLY ???

General Rules

- Do not come to the airport if you are ill or have a temperature
- Wear a mask at all times in buildings and hangars, on the clubhouse porch, and outdoors when another person is in the vicinity. If you have respiratory allergy symptoms (sneezing, coughing, sniffles, runny nose) wear a mask at all times on the gliderport.
- Maintain government/CDC recommended social distancing outdoors and indoors.
- Avoid standing upwind or downwind of another person. It's not rude to remind someone to put on their mask or to separate a bit more.
- ASI will try to maintain sanitizing supplies in the clubhouse and hangars but we can't guarantee that they will be available. Accordingly, members and visitors must bring their own cleaning/sanitizing supplies when they visit the gliderport.
 - o One example of how to do this - bring a small pack with two squeeze bottles, one with soap and water and another with rinsing water and a sponge. Being able to wash hands frequently can be much more convenient than constantly changing gloves.
- Pilots should carry a printed copy of these rules for reference.

Operating Procedures

- When providing assistance such as positive control checks, wear a facemask and wear gloves or wash hands immediately after helping.
- Masks must be worn by all persons on the launch line (pilots and line crew) – pilots may lower or remove their masks only after the line person has moved to the wingtip for launch
- Line personnel must wear gloves or immediately wash hands supplies brought to the line after touching ropes, gliders, etc.
- Dual flights are at the discretion of the two participating pilots and the glider owner, with pilot protections for the flight to be agreed by the participating pilots.
- Masks and gloves required when operating golf carts. Only one person in a golf cart at any time.
- Masks must be worn when assembling/disassembling a glider when others are in the vicinity, use of gloves is at the discretion of the glider owner.
- Tow pilots are responsible for sanitizing the touchable surfaces in the towplane after towing, and for the fuel pump handles/switches after filling the towplanes.

Non-Flight activities

- Wash hands or use hand sanitizer before touching common area surfaces.
- Avoid congregating in the clubhouse, and maintain social distancing while in the clubhouse.
- Sanitize any surface you touch in the restrooms / showers.
- The clubhouse refrigerator will be removed from service (unplugged) to reduce the risk of transferring the virus on packaging and shelving – food storage will not be allowed in the clubhouse refrigerator.
- Reusable dishes, glasses/mugs and utensils that require washing may not be used in the clubhouse – Air Sailing will keep a supply of disposable plates and utensils in the kitchen cabinets. Cooking utensils will not be available.
- Maintain social distancing in the barbecue area, the flight line gazebo and when sitting on the front porch of the club house. Masks are required in these areas except when eating.

Employee Protection

- One shower in the bathhouse will be reserved for caretaker use.
- If necessary, the bathhouse women's restroom will be reserved for caretaker use (Duncan to check with Thea to see if this is needed, given the operational self-contained trailer)

Camping Rules and Policies

- The RV Park will remain closed until further notice.

Safety Management Plan

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