

COVID-19 – Roadmap to face-to-face operations



New South Wales Group

Standing Order NW 09/2021

COVID-19 – Roadmap to face-to-face operations

Date of Effect – the 16th of October 2021 and Ongoing

Circulation

**All Group Staff
All Officers Commanding Wing
All Officers Commanding Squadrons**

Cc:

**Chief Commissioner
Federal Staff**

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1. Preamble and Purpose

- 1.1. This Standing Order acts to communicate changes to the restrictions within New South Wales Group in response to the Novel Coronavirus (COVID-19) situation, NSW Health Orders and recent NSW Government announcements relating to a roadmap for easing of restrictions.
- 1.2. This standing order acts to repeal and replace all NSW Group Standing Orders relating to the COVID situation, including 05/2020, 06/2020, 07/2021, and 08/2021.
- 1.3. All dates listed in this Standing Order are based on predictions of vaccination rollout and will depend on public health advice as to the current epidemiology.
- 1.4. The NSW Government has announced the roadmap to re-open the State and the new freedoms we will enjoy in the coming months. There is now a clear pathway back to face-to-face activities in public and Air League life. Members can view the NSW Governments roadmap for easing of COVID-19 restrictions here: nsw.gov.au/covid-19/easing-covid-19-restrictions
- 1.5. It has been a long and challenging period of lockdown for some and disconnection for others. My team has been committed to finding a solution that brings us all back together in a safe manner. As a team, we have come together to manage our transition from virtual Air League back to face-to-face activities. This standing order summarises the plan to return to face-to-face activities so that families and Officers can feel confident about returning.

2. Fundamental Principles for face-to-face operations

- 2.1. NSW Group and its members must always follow and abide by NSW & ACT Government health regulations. Where governments ease restrictions, Squadrons must abide by rulings set by NSW Group until updates are made.
- 2.2. In line with government announcements, the Australian Air League and NSW Group encourages our members to be vaccinated against COVID-19 to help protect themselves and to help us respond as a collective to our duty of care for each other and our communities. It is recommended that all members seek advice from a health care professional, like your G.P., to gain insight into the recommendations that relate to you individually.

3. Government Restrictions

- 3.1. As the Federal and NSW Governments announce changes to public health orders, the NSW Group will meet to discuss the impact of the changes on the activities of units within NSW & ACT.
- 3.2. When government relaxes restrictions, it does not mean that units can follow these relaxed restrictions as these government restrictions are usually general in nature and do not consider our exact set of circumstances.
- 3.3. Units in NSW Group are not permitted to self-regulate restrictions or act based on easing of government restrictions. Units must follow restrictions published direction of the undersigned, via the appropriate communication methods (see paragraph 4 below).

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4. Communication Methods

- 4.1. Due to the ever-evolving and rapidly changing situation; updates to restrictions and what is and is not allowed will be published on the NSW Group Website: nsw.airleague.com.au/covid-19
- 4.2. Officers Commanding Units and personnel responsible for managing the meetings of Air League members should monitor the NSW COVID-19 web page for updates. The webpage will list current restrictions in place and valuable resources.
- 4.3. Any changes to the staging process for return to face-to-face activities as outlined in F/SO/03/2020 will be published on the NSW Group Website at: nsw.airleague.com.au/covid-19.

5. Face-to-face Allocation Phases

- 5.1. Due to the restrictions and lockdowns applied to local government areas, the following system has been developed to allow units to follow restrictions that specifically apply to them. Squadrons will be allocated a phase by the undersigned based on NSW Government health orders. These face-to-face allocation phases are structured as follows.

- 7.1.1. LOCKDOWN PHASE – Represented by the colour red



Squadrons allocated to the LOCKDOWN PHASE are not to meet face-to-face. Usually, this phase is allocated to a Squadron due to government lockdowns in their area.

- 7.1.2. RESTRICT PHASE – Represented by the colour amber/orange



Squadrons allocated to the RESTRICT PHASE can meet whilst maintaining social distancing and other restrictions.

- 7.1.3. MINIMIZE PHASE – Represented by the colour blue



Squadrons allocated to the MINIMIZE PHASE can meet whilst maintaining social distancing and other more relaxed restrictions.

- 7.1.4. PREPARE PHASE – Represented by the colour green





Squadrons allocated to the PREPARE PHASE can meet with next to no restrictions in place and must be prepared to move back into another phase.

- 5.2. A list of Squadrons and the phase allocated to them is listed on the [NSW Group COVID-19 Webpage](#). The webpage will be updated often, so Squadrons should regularly check this page to determine what restrictions apply to them.
- 5.3. All restrictions applicable to a phase are listed on the [NSW Group COVID-19 Webpage](#) and will be updated as required.
- 5.4. Unit O.C's should monitor this webpage before and during each activity to ensure they comply with active restrictions and conditions applicable to them.

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6. Roadmap to return to face-to-face operations

- 6.1. It is understood that most units wish to return to face-to-face activities as soon as possible. However, current state government restrictions are still in place, and NSW Group would prefer to prioritise the safety of our members.
- 6.2. With most Squadrons restricted to local government guidelines about returning to halls and facilities that are not opening until the 25th of October and the desire to ensure that we offer the greatest protection to our members, it has been decided to allow, face-to-face operations to resume from the 25th of October 2021 by allocating Squadrons to certain face-to-face allocation phases.
- 6.3. Allowing of **face-to-face activities is expected to occur from the 25th of October 2021**
-  On the 25th of October 2021, it is expected that all Squadrons in NSW Group will be allocated the **RESTRICT PHASE**
- 6.4. Restrictions are expected to ease dramatically from the 1st of December 2021
-  On the 1st of December 2021, it is expected that all Squadrons in NSW Group will be allocated the **MINIMIZE PHASE**
- 6.5. Again, all restrictions applicable to a phase are listed on the [NSW Group COVID-19 Webpage](#) and will be updated as required.

7. Government Rules for Q.R. Codes and Vaccination Checks

- 7.1. The NSW Government requires the use of their own generated Q.R. Codes to assist with COVID-19 case tracking and quarantining requirements. Q.R. Codes can be generated at this website: <https://www.nsw.gov.au/register-your-business-as-covid-safe>
- 7.2. When creating a Q.R. Code, Squadrons should choose "Other" as the type of venue or organisation.
- 7.3. Officers Commanding Squadrons and Wings are to ensure:
- 7.1.1. All meeting locations of Squadrons have a NSW Government generated Q.R. Code at all entrances before returning to face-to-face operations.
- 7.1.2. According to the allocation phase, all persons permitted to attend have provided proof of complete vaccination (double vaccinated).
- 7.4. As per government guidelines, Q.R. Codes must be created and displayed at all building entrances and displayed for the group or entity using the facility. Squadrons utilising shared facilities will need to register for a Q.R. Code under the Australian Air League' Squadron Name' and display this in addition to other groups.

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8. Events and Activities in 2021

- 8.1. Due to the uncertainty with unclear restrictions as of the 1st of December and the rate of vaccinations, Units are not to arrange outings, events and activities and must keep AAL activities limited to usual weekly parade nights/evenings.
- 8.2. Planning for Squadron Presentation Evenings / Days should be limited to a virtual event, and planning of face-to-face presentation evenings/days is not permitted at this time. Should Squadrons like assistance in planning a virtual event, they can contact the Group Webmaster via email on webmaster.nsw@airleague.com.au for technical advice and assistance.
- 8.3. Camps and any activity more than 6 hours are not permitted to occur while Squadrons are in the [MINIMIZE PHASE](#) (expected to be the 25th of October – the 1st of December), and Squadrons are discouraged from organising camps to be held this year.

9. Responsibilities of Unit O.C.'s

- 9.1. It is the responsibility of Officers Commanding Squadrons and Wings to prepare for returning to face-to-face operations and to remain familiar with the [NSW Group COVID-19 Web page](#) and the restrictions listed within.
- 9.2. Squadron and Wing O.C's are being entrusted to enforce restrictions for the safety of our members.
- 9.3. If a unit is found to be ignoring restrictions and conditions, there may be no choice, but to suspend all face-to-face activities for all units or that particular unit.
- 9.4. Squadron O.C's should consider contacting landlords or lessors to see if using the space as they usually use is permitted.
- 9.5. Some Squadrons, especially those using school facilities, may not be permitted to use those facilities. If this is the case, please make it known to the Group Operations Commissioner.
- 9.6. Squadron O. C's are to verify the square meterage of the buildings they use to determine if staggered attendance is appropriate for face-to-face meetings. **Once done, notify the undersigned PRIOR to returning to face-to-face operations via email.**
- 9.7. Per paragraph 7 above, all Officers Commanding Squadrons must ensure that all members over the age of 16 years provide evidence of being fully vaccinated before entry of the Squadrons meeting location.
- 9.8. Squadron O.C's should establish which members may be considered vulnerable during this time and discuss options with members and parents to keep these vulnerable members safe while we may start to return to face-to-face meetings. The undersigned should be informed about anyone identified as a vulnerable person.
- 9.9. Ventilation is a significant factor during our re-entry phases. Squadron O.Cs are to ensure that there is crossflow air ventilation at the Squadrons meeting location where possible.

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10. Camden Air Activities Centre

- 10.1. On the 16th of October 2021, the Camden Air Activities Centre is expected to be operational and be assigned the [RESTRICT PHASE](#) and limited to attendance for pilot training by confirmed bookings only.
- 10.2. All members attending the base will be required to wear face masks whilst in a briefing, during the instruction with the aircraft, indoors and outdoors whilst allocated the [RESTRICT PHASE](#).
- 10.3. Restrictions listed for the [RESTRICT PHASE](#) on the [NSW Group COVID-19 Webpage](#) must be followed.
- 10.5. It is expected that Camden Air Activities Centre will be allocated the [MINIMIZE PHASE](#) on the 1st of December 2021, and Squadrons will be permitted to hold Squadron Air Activities Days.

11. Easing into returning to normal and supporting each other

- 11.1. Members returning to Air League after being in lockdowns and self-isolation have all experienced the pandemic differently. Some members and their families may prefer an approach that is structured towards ease into returning to the face-to-face operations.
- 11.2. Officers Commanding Squadrons are encouraged to reach out to their members and discuss and communicate arrangements for returning and provide members and their families with the opportunity to provide feedback and strategies that may make them feel comfortable about returning.
- 11.3. Although Squadrons are encouraged to return where possible, Squadrons who cannot return to face-to-face operations due to restrictions in place can still meet virtually if preferred and are permitted to return to face-to-face meetings when it is more suitable to their specific circumstances. Please ensure you keep your Wing O. Cs informed of your decisions.
- 11.4. Squadrons are encouraged to offer virtual and face-to-face arrangements, if possible, to allow some members to attend in person and others to attend virtually simultaneously.
- 11.5. Please be aware of our members' level of anxiety coming back from this lockdown and reassure them that if they need to talk, you're available to do so.
- 11.6. A complete list of mental health services and support networks is available here:
<https://www.health.nsw.gov.au/mentalhealth/services/Pages/support-contact-list.aspx>

Lt Comr. Jeff Remington, DSA., MSA
Group Executive Commissioner

12th October 2021.