Welcome Back to OSU Aviation!

The purpose of this set of protocols is your safety and peace-of-mind while conducting flight training at OSU. We will resume flight training in a phased approach starting on 07 Jul and anticipate being fully operational on Monday 17 Aug – the first day of the fall 2020 semester. Please read carefully these protocols, commit to practicing them, and encourage others to so also. If you have any questions or suggestions to streamline our operations please share your suggestions with your Flight Center leadership.

• CONTROLLED ENTRY TO THE FLIGHT CENTER
  o Every student put on a “wellness check” hold in ETA. This prevents anyone slipping through the cracks.
  o A form (survey) will be sent to every student to ask them the following questions:
    ▪ Have you traveled at all in the past 14 days? If so, list all locations.
    ▪ Have you have been on a cruise in the last 14 days;
    ▪ Have you have traveled anywhere internationally in the last 14 days;
    ▪ Have you have been in close contact with someone who has been on a cruise or traveled internationally and that person is sick;
    ▪ Are you are experiencing shortness of breath, fever, and/or a cough; or
    ▪ Have you have come into contact with someone who has tested positive for COVID-19.
  o Students who answer yes to any of the questions above will be directed to Health Services and either cleared to return or told to stay away from the Flight Center.
  o Doors to the Flight Center will be locked at all times to control the number of people in the building.
  o Wellness checks will be required each day and included:
    • A temperature check.
    • Asking of the questions listed above (from the survey).
    • Removal of the wellness hold in ETA (if appropriate).
    • Masks will be required anytime the required 6 feet social distancing requirement cannot be met. Masks are recommended at all other times. Students will be required to provide their own masks. Preferred mask types are N95, surgical, or cloth masks with two layers of fabric.
Signage will be placed on every door explaining that a wellness check is required and listing the reasons that would prohibit someone from entering (the survey questions).

**CLEANING/DISINFECTING GUIDANCE:**
- Performed increased scheduled cleaning of all aircraft, FTDs, and briefing areas
  - Instructors and dispatchers will clean/disinfect aircraft interiors and building furniture on a more frequent schedule.
  - Use approved disinfectants on all FTD and aircraft controls and handles, door handles, surface areas, clipboards, etc.
- Checklists used for sanitizing procedures.
- Hand sanitizer will be available at the dispatch desk and every instructor desk in the Flight Center.

**SOCIAL DISTANCING**
- Guidance posted throughout Flight Center and on ETA popup.
- Flight briefings and debriefings will not take place in the Flight Center.
  - Exceptions: Stage Checks, End of Course checks, and FAA practical orals will be done in the Flight Center with required distancing.
  - All other briefings and debriefings will be done at the aircraft.
- No observers/sandbagging.
- No headset loaners.
- FTD (sim) activities to be run at the Instructor Operating Station (unless IP demonstration required).

**PERSONAL SAFETY/HYGIENE GUIDANCE:**
- Please stay home if you are sick.
- Treat every surface as if it is infected.
- Avoid close contact with people who are sick.
- Avoid sharing food, cups, utensils or other items.
- Treat all bodily fluids as potentially infectious.
- Avoid touching your eyes, nose and mouth.
- When able avoid touching surfaces in common areas (door handles, hand railings, etc.).
- Cough into your upper sleeve/elbow or cover your cough/sneeze with a tissue, then throw the tissue in the trash.
- **WASH YOUR HANDS OFTEN WITH SOAP AND WATER FOR AT LEAST 20 SECONDS, especially after going to the bathroom; before eating; and after blowing your nose coughing or sneezing.**
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
  - Hand sanitizer can be found at most common areas in the flight buildings.
- Clean and disinfect frequently touched objects and surfaces using Lysol spray or wipes.
Avoid large crowds.

- Avoid international travel and nonessential domestic travel.
- If you feel sick or have any symptoms do not come to the Flight Center. Notify the Dispatcher on duty and contact OSU Health Services. No-Show fees will not be charged as this is an excused No-Show.

- **POSITIVE TEST FOR COVID-19:**
  - In the event that someone at the Flight Center (Student, Instructor, Staff member) tests positive Flight Center personnel and OSU Health Services will coordinate on the appropriate action to take based on the situation.

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