



COVID-19 RESPONSE GUIDE

At CHI Aerospace, your health and wellbeing is our top priority. We have been closely following the developments of COVID-19 and staying up to date with the guidelines and recommendations set by the CDC, WHO, and local and state officials. In order to keep you informed and up to date, we have created a response plan which describes how we will be operating during this time:

For all of the up-to-date information regarding New Hampshire's COVID-19 response and guidelines, visit their website: <https://www.covid19.nh.gov/>

GUIDELINES FOR STUDENTS, RENTERS, AND CHI COMMUNITY:

For anyone flying with CHI or visiting our facility, you must follow our safety procedures and policies outlined below:

1. Evaluate yourself before visiting CHI Aerospace. If you are sick, feeling unwell or showing any **symptoms that align with COVID-19** and have visited our facility in the past 10 days, **STAY HOME** and immediately notify CHI Aerospace and the General Manager, Tina LaMontagne, at tina@chiaerospace.com. If you are symptomatic, you should seek medical attention immediately.
 - a. If you test positive for COVID-19, you must...
 - i. Notify CHI Aerospace immediately
Provide CHI with a timeline of when you were in contact with the individual who tested positive, and the last time you visited our facility
 - ii. Self quarantine for 10 days*
This is required by the state of New Hampshire - you will not be able to schedule any flights or visit our facility during this period
 - iii. Follow this guide if you test positive for COVID-19:
<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/self-isolation-covid.pdf>
 - b. If you come into contact with someone who has tested positive for COVID-19, you must...
 - i. Notify CHI Aerospace immediately
Provide CHI with a timeline of when you were in contact with the individual who tested positive, and the last time you visited our facility
 - ii. Self quarantine for 10 days*
This is required by the state of New Hampshire - you will not be able to schedule any flights or visit our facility during this period
 - iii. Get Tested
 - iv. Follow this guide if you come into contact with someone who has tested positive for COVID-19:
<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/self-quarantine-covid.pdf>

**You do not need to quarantine if: 1. You are fully vaccinated against COVID-19 and more than 14 days have passed since receiving your second dose of the vaccine, or 2. You have previously tested positive for active COVID-19 infection (by PCR or antigen testing) in the last 90 days (if*

(you had a previous infection that was more than 90 days ago, then you still need to follow all of these guidelines).

However, you still need to monitor yourself for symptoms of COVID-19, practice social distancing, avoid social and other group gatherings, always wear a face mask when around other people, and practice good hand hygiene at all times.

2. Practice social distancing and make sure you are following all local and state guidelines surrounding COVID-19.

Below are helpful resources you can use to learn more about COVID-19 and the recommendations set by government health officials:

WHO: https://www.who.int/health-topics/coronavirus#tab=tab_1

CDC: <https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/summary.html>

3. **WEAR A MASK.** Everyone is required to put on a mask before entering our facility. The mask must be worn at all times. We have extra masks available at the front desk for your convenience.
4. If you have traveled outside of the New England states of Maine, New Hampshire, Vermont, Massachusetts, Connecticut, or Rhode Island, you must notify CHI Aerospace and self-quarantine for 10 days following the last date of any travel before returning to our facility. If you develop any symptoms or begin to feel sick, **STAY HOME** and notify CHI Aerospace.

If you are fully vaccinated and have traveled domestically within the United States, you are not required to quarantine for 10 days following the last date of travel. If you have traveled outside of the US, you still must quarantine for 10 days following the last date of travel.

5. Do not bring additional family members, friends or others who are not a current CHI student or anyone who will not be a passenger on your scheduled flight. For younger students, you can bring one parent or guardian with you to your flight, but they will not be able to wait in the hangar during your flight. This will help us minimize the number of individuals in the facility at one time. Students, renters and their passengers should be the only ones entering the facility. Renters are responsible for making sure their passengers follow CHI rules and protocol.

6. All students and renters are expected to sanitize aircraft and all equipment they use before, during and after their flight. We have sanitizing products for you to use.
 - a. In the aircraft, wipe down all: *controls, handles, buttons, seatbelts, seats, anything you touch before, during and after your flight.*
 - b. Equipment that must be sanitized: *headsets, fuel sampler, POH, etc.*
 - c. Instructors and dispatchers will wipe down all work areas, binders and the front desk area between each flight. ***See full cleaning checklist on page 4**

MANDATORY 48 HOUR GROUNDING AFTER RECEIVING VACCINE:

Any students or renters who receive their vaccine may not act as pilot in command, or in any other capacity as a required flightcrew member for 48 hours after receiving each dose of the COVID-19 vaccine. The following duties can be performed during the 48-hour post-vaccination observation period: providing/receiving flight simulator or aviation training device instruction, including ground instruction or operational training not involving flight operations.

For more information, visit the FAA's website:

https://www.faa.gov/coronavirus/guidance_resources/vaccine_faq/

FOR ANY QUESTIONS, PLEASE CONTACT:

CHI Aerospace Office: (603) 380-9951

(978) 237-8166 (*office mobile phone, can text this number*)

General Manager: Tina LaMontagne

tina@chiaerospace.com

In your message please include your name, subject, message and contact information.

Thank you all for your cooperation!



Cleaning Checklist/Protocol

Handwashing and Hand Sanitizer:

- Please sanitize your hands as soon as you enter our facility, we have hand sanitizer available at the front desk for your convenience
- Wash hands your hands frequently with soap and warm water for 20+ seconds

Sanitizing the Aircraft:

- Wipe down the stick/yoke, and all controls with our bleach free cleaning spray
- Sanitize ALL panel dials, buttons and tabs
- Clean the screens with cloth and screen cleaning spray only
- Clean your seat and seat belts
- Sanitize the flap handle/tab
- Sanitize the canopy handle or door latches (inside and outside)
- Sanitize equipment used in the aircraft (POH, checklist, fuel sampler, etc.)
- Anything you use or touch (preflight/postflight inspection)*

Sanitizing Equipment:

- Wipe down your headset with cleaning spray headset
- Wipe down the aircraft binder with cleaning wipes
- Anything you use or touch (preflight/postflight inspection)*



HELP STOP THE SPREAD OF COVID-19

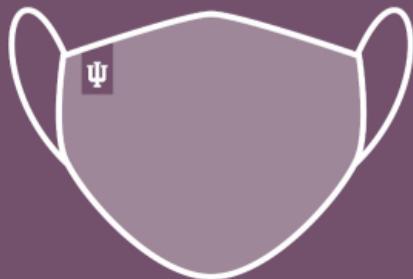
SANITIZE AIRCRAFT AND ALL BORROWED EQUIPMENT



WASH YOUR HANDS WITH SOAP AND WATER FREQUENTLY AND USE HAND SANITIZER



WEAR A MASK OR FACE COVERING



MAINTAIN A DISTANCE OF 6FT BETWEEN YOU AND OTHER CUSTOMERS



IF YOU ARE SICK, SHOWING ANY SYMPTOMS THAT ALIGN WITH COVID-19, OR POTENTIALLY MAY HAVE COME IN CONTACT WITH SOMEONE WHO HAS COVID-19...

STAY HOME
AND NOTIFY CHI AEROSPACE
IMMEDIATELY

*Thank you all for
your cooperation!*