



## 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/>

For all of the up-to-date information regarding the City of Portsmouth's COVID-19 response and guidelines, visit their website: <https://www.cityofportsmouth.com/city/covid-19-information>

### IMPORTANT UPDATE:

**DUE TO THE RECENT INCREASE IN COVID-19 CASES IN OUR AREA, FACE MASKS ARE NOW REQUIRED INSIDE THE CHI AEROSPACE FACILITY FOR ALL STUDENTS, RENTERS AND VISITORS.**

**\*UPDATED 12/06/2021**

*These policies are subject to change at any time as new information, guidances and mandates are released by local, state and federal officials.*

## 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 Operations Manager, Elora McCuddy, at [elora@chiaerospace.com](mailto:elora@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. Follow this guide if you 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).*

2. Be respectful and mindful of other customers in the facility. Continue to 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](https://www.who.int/health-topics/coronavirus#tab=tab_1)

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

3. As of 12/07/2021, masks are **REQUIRED** for entry and must be worn at all times while in the facility. We have extra masks available at the front desk for your convenience.
4. If you have traveled outside of the United States or by cruise ship, you must notify CHI Aerospace and self-quarantine for 10 days following the last date of travel before returning to our facility, per New Hampshire's COVID-19 requirements. If you develop any symptoms or begin to feel sick, **STAY HOME** and notify CHI Aerospace.
5. 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.

### **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/](https://www.faa.gov/coronavirus/guidance_resources/vaccine_faq/)

**FOR ANY QUESTIONS, PLEASE CONTACT:**

CHI Aerospace PSM Office: (603) 380-9951  
(978) 237-8166 (*office mobile phone, can text this number*)

CHI Aerospace B19 Office: (603) 205-2798

CHI General Manager: Tina LaMontagne  
[tina@chiaerospace.com](mailto:tina@chiaerospace.com)  
*In your message please include your name, subject, message and contact information.*

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*We can't thank you all enough for your continued support, patience and cooperation. We are so grateful for our amazing community! As always, if you have any questions, please do not hesitate to reach out to us.*

*Blue skies,  
Your CHI Team*



# COVID-19 PRE-ENTRY QUESTIONNAIRE

1. Do you currently have COVID-19 and have not been cleared to return to work or not completed a 10 day quarantine preceding a positive test?

YES                       NO

2. Are you currently experiencing any of the following symptoms that are not explained by a pre-existing condition?

- a. Cough, shortness of breath, or difficulty breathing
- b. Fever, chills, muscle pain, headache, sore throat, loss of taste and smell

YES                       NO

3. In the past 48 hours, have you experienced any of the symptoms listed above that are not explained by a pre-existing condition?

YES                       NO

4. Over the past 14 days, have you been in contact with someone that is confirmed to have COVID-19?

YES                       NO

5. Have you received a COVID-19 vaccine/booster shot in the past 48 hours?\*

YES                       NO

If you have answered "no" to all of these questions, you may enter the CHI facility.

*\*Mandatory grounding after vaccine/booster: 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.*

[https://www.faa.gov/coronavirus/guidance\\_resources/vaccine\\_faq/](https://www.faa.gov/coronavirus/guidance_resources/vaccine_faq/)