## Summary of Changes

<table>
<thead>
<tr>
<th>Date of Change</th>
<th>Section</th>
<th>Synopsis of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>05 Jan 2021</td>
<td>Page 4: Concept of Operations subparagraph 5) Phase IV (21 Jan)</td>
<td>Procedures for testing, isolating, and quarantining during the spring semester updated to reflect CDC guidance.</td>
</tr>
</tbody>
</table>
| 05 Jan 2021    | Pages 7-8: Isolation and Quarantine Procedures | 1. Procedures for testing, isolating, and quarantining during the spring semester updated to match above change.  
2. Food delivery for isolated and quarantined cadets changed from box meals to hot food prepared and delivered by Parkhurst.  
3. The Commandant anticipates providing staff coverage at the Days Inn during the times that there are VMI cadets in isolation or quarantine at the hotel. |
| 05 Jan 2021    | Pages 8-11: Tasks and Coordinating Instructions | Dates and times of walk-throughs, training and rehearsals updated: 7 Jan from 1030-1200 and 12 Jan from 1400-1700. |
Virginia Military Institute
Lexington, VA
18 December 2020 / 1600 hrs

FRAGMENTARY ORDER (FRAGO) #4 (Spring 2021 Reception and Testing Plan) to VMI COVID OPLAN for AY 2020-21

1. Situation.
   a. General. No change.
   b. Special. This FRAGO addresses changes to the Base Operations Plan (OPLAN) with respect to how the Institute will receive the VMI Corps of Cadets in January 2021 in order to commence the spring semester. In a change from the fall 2020 return to Post, VMI will endeavor to start the spring semester by establishing an initial safe zone around barracks and the Corps of Cadets. Successfully doing so requires 100% testing of the Corps of Cadets upon return and strict adherence to public health guidelines. This means mandatory mask wearing, social distancing in all activities across post, and limiting “close contacts” between the Corps and everyone else to the extent possible while still executing the mission of VMI. The details of each of those measures were initially addressed in the base OPLAN and have been refined based on lessons learned from the fall 2020 semester.
   c. Constraints, Restraints, & Limitations
      1) Constraints (Must do). Must ensure accurate reporting of any positively identified COVID-19 cases through the local health district to the Virginia Department of Health (VDH).
      2) Restraints (Must not do). In order to establish the bubble around the Corps of Cadets, VMI cannot allow untested cadets to enter barracks upon their return. Additionally, VMI cannot allow close contact between tested cadets and untested personnel during repopulation of the Post. Therefore, access to Post will be restricted during the reception and testing phases to only those personnel involved in those processes.
      3) Limitations. Isolation facilities. If positivity rates across the country and among returning cadets remain high through January 2021, we may quickly exceed our capacity to isolate and quarantine cadets in the local area (outside of barracks).
   d. Risk. Cadets in VMI’s Corps of Cadets come from nearly all 50 states and numerous international countries. The states and countries they come from are all advancing through different phases and stages of the disease’s progression. They could be coming from areas experiencing a spike in cases or a resurgence of the disease. This plays into the limiting factors pointed out above.
   e. Specific Areas of Concern.
      1) Locking down Barracks and the Post so that untested cadets cannot get into Barracks and untested personnel cannot interact with cleared cadets.
      2) Availability of isolation and quarantine facilities outside of barracks if positivity rates are high among returning cadets.

2. Mission. From 12 – 19 January 2021, VMI conducts a phased reception and testing of the VMI Corps of Cadets while adhering to public health protocols and best practices to ensure the safe return of the Corps, repopulation of the Post, and successful start of the semester.
3. Execution.
   a. **Commander’s Intent.** The global pandemic resulting from COVID-19 continues adversely influencing the operating environment in which VMI executes its mission. Therefore, the successful measures that allowed us to complete all but two weeks of our planned in-person classes in the fall semester will remain in effect save one change. Since vaccine availability in our area is not expected until late spring, I have determined that the best way to ensure a successful spring semester is to start the semester with 100% COVID testing of the returning Corps of Cadets. This precautionary measure ensures we start the semester knowing that barracks is initially free of COVID and allows us to focus our efforts to keep it out of barracks vice attempting to control the spread within barracks – a near impossible task given our housing configuration. I firmly believe starting the semester from this position of strength will assure us a full semester of in-person classes.

   b. **Concept of Operations.** This reception and repopulation plan starts before any VMI cadet returns to Post with a recommendation to self-quarantine and check symptoms daily for the 14 days immediately prior to returning to Post. This includes use of the LiveSafe app during this pre-return period. Following this two-week period, VMI will repopulate the Post in phases. To avoid the risk of contamination, no cadet will be permitted in an athletic facility, academic building, or the VMI barracks without first being tested and cleared. All entry points into barracks (to include the 24-hr door) will be manned to prevent unauthorized access. From 12 – 19 January 2021, VMI will establish a central testing location where all returning cadets will be tested for the COVID virus using antigen (rapid) testing. VMI will use PCR testing to confirm positive results and nullify false positives.

   All returning cadets will adhere to the published return timelines and complete the testing process established herein. Only those cadets with a documented history of prior COVID infection after 20 October 2020 and those cleared as part of this repopulation plan will be permitted to enter any facility on Post, especially the barracks.

1) **Phase 0: Pre-return.** 18 December 2020 – 11 January 2021.
   a) The Commandant’s Office will send out a mass email notifying each member of the Corps of Cadets of their return date and time. This email will also strongly encourage all cadets to self-quarantine (i.e., limit contact with persons outside their family unit) for 14 days before beginning their return to VMI.
   b) The email will also recommend they download and resume using the LiveSafe app to assist in tracking their health, identifying potential COVID-19 symptoms, and the steps to take if symptoms are present (i.e., contact your healthcare provider or VMI Infirmary after their return to Post).

2) **Phase I (12 January 2021):** Designated Regimental Staff, cadet Emergency Medical Technicians (EMT), support personnel (cadets) and guard team. (60)
   a) Designated personnel will return a day prior to the athletes to establish the cadet chain of command, provide the personnel required to support the reception and testing process, and to maintain order and discipline in barracks.
b) Following clearance, entry into barracks, and a transition into the designated uniform of the day, select personnel from this group will participate in training and then a walk-through of the reception and testing procedures.

c) This group will support the reception and testing procedures for the athletes 13-14 January in preparation for the return of the Corps of Cadets on 17-19 January.

3) Phase II (13-14 January 2021): Designated athletic teams.
   a) 13 January 2021:
      (1) Basketball (17)
      (2) Football (101)
      (3) Lacrosse (42)
      (4) Men’s & Women’s Track (76)
      (5) Wrestling (33)
   b) 14 January 2021:
      (1) Men’s Soccer (29)
      (2) Men’s & Women’s Rifle (21)

   a) 17 January 2021: Designated Company Cadre, Rats, and cadets being re-admitted.
      (500)
   b) 18 January 2021: 1st Class, Battalion & Regimental Staffs, and Band Company
      (475)
   c) 19 January 2021: 2nd and 3rd Classes (395)

5) Phase IV (21 January): Phase IV signifies the start of the academic program. It also signifies the resumption of VMI’s ongoing screening and evaluation protocol for the Corps of Cadets. Faculty, staff, and employees continue to self-monitor and report through all five phases of this plan in accordance with procedures established in Appendix 2 (Human Resources) to Annex D (Administration & Logistics) of the Base OPLAN.
   a) COVID-19 testing will be done at the first sign of possible infection (i.e., COVID-19 related symptoms). The Post Infirmary will use the antigen (rapid response) testing initially with reflex PCR as required. Cadets testing positive with the antigen test will be isolated while awaiting the follow-on PCR test results.
   b) Cadets that test positive with the PCR test will be isolated for a total of 10 days (this includes the time in isolation waiting for PCR test results).
   c) The quarantine period will be seven (7) days with an antigen rapid results test administered on the day eight (8).
      (1) If test results are negative, the cadet will be released / returned to barracks.
      (2) If positive, the cadet will transition to isolation for 10 days with the clock starting on the day/date of the original antigen test.
      (3) Cadets that become symptomatic during quarantine and have a positive antigen test will isolate for 10 days from symptom start date. No PCR confirmation is required since they were symptomatic.
   d) If the number of COVID-19 cases continues to increase, we will follow VDH recommendations about what procedures to follow, including the possibility of closing the Post and returning to online education for the remainder of the semester.
c. Reception and Testing Procedures (See Appendices A-F for map & overall CONOPS).

1) The only entry point for reception and testing will be via Jordan’s Point. Returning cadets and their family/escort will be greeted near the tennis courts (Checkpoint 1) on Saunders Drive. At this checkpoint cadets will pre-screened for a previous positive COVID infection and be provided information related to the testing process.

   a) Pre-screening.
      (1) Cadets claiming a prior positive infection within the previous three (3) months are matched against the Post Infirmary’s list of known infections since 20 October 2020.
      (2) Cadets on the Post Infirmary’s list are given a mailing label annotated to reflect a previous positive infection and are directed to proceed to Checkpoint 2 via the left (outbound) lane. At Checkpoint 2, support personnel will cite the annotated label and direct the vehicle to proceed up Anderson Drive to the next checkpoint in the Marshall Museum/Marshall Hall parking lot (Checkpoint 4).
      (3) Those cadets not previously infected, or claiming a previous positive infection but not on the Post Infirmary’s list, will be directed to proceed straight ahead to the testing site in the Paulette Hall parking lot (Checkpoint 3).
      (4) If there is more than one cadet in the car, and not all are confirmed previous positives, the entire vehicle must complete the testing process.

   b) Process related information. Cadet(s) in the car will be provided:
      (1) A flyer describing the reception and testing process.
      (2) A mailing label with a hand written number that corresponds to a number to be placed in the vehicle’s windshield. This label will be handed to the EMTs taking the test sample at Checkpoint 3. If there is more than one cadet in the vehicle, all labels are annotated with the same vehicle number.
      (3) The number for the vehicle’s windshield.

2) Cadets arriving by taxi from the airport and other locations should be dropped off near the tennis courts at Jordan’s Point. There will be a “warming tent” at this location for cadets to stay out of the weather until the Institute shuttle is available to transport them from this checkpoint to the next one located at the Anderson Drive bridge (Checkpoint 2). Walk-up cadets on the previous positive list will be shuttled to Checkpoint 4.

3) Saunders Drive will serve as the queue for the testing site.

4) Vehicles with returning cadets requiring testing will proceed along Saunders drive in the order/sequence they arrived until met by support personnel at Checkpoint 2 just before the bridge on Anderson Drive. Checkpoint 2 is a holding point before entry into the testing site. Vehicles will be fed into the testing site two (2) at a time. The maximum vehicles in the site at one time is six (6).
   a) When the lead vehicles have departed the testing site following collection of the samples and the other four move forward, support staff is free to send the next two cars forward and into the test site.
b) There will also be a holding area/warming tent for walk-up cadets shuttled to this location from the reception/greeting checkpoint. Support personnel hold walk-up cadets requiring testing until the testing site calls them forward.

5) VMI will establish a drive through testing site at Checkpoint 3 in the Paulette Hall parking lot. Post Infirmary personnel, cadet EMTs, and P2 support personnel will staff this site.
   a) Conducting the antigen testing will be ten (10) cadet EMTs and two (2) Post Infirmary personnel.
   b) Cadet EMTs will be responsible for collecting samples, administering the antigen test, reading and reporting test results to Checkpoint 4.
      (1) Vehicles are staged the test site in “batches” of six; however, only the first two cars on either side of the tent will be tested simultaneously.
      (2) Once the samples are obtained from the first two cars, they will be directed to depart the test site and proceed up Anderson Drive to the Marshall parking lot. Upon departure of the lead vehicles, the remaining vehicles pull forward to fill the just vacated spots.
   c) Post Infirmary personnel will supervise the entire process and verify all results.
   d) P2 support personnel will assist with traffic control in and around the testing site.

6) Checkpoint 4 at the Marshall parking lot is the designated test result waiting area.
   a) Cadets cleared through pre-screening (i.e., previously COVID positive) will be issued a colored wristband to be put on in the presence of the individual staffing the checkpoint. They will then be directed along a designated route to the front of barracks where they will be allowed to unload their vehicle and enter barracks. Only cadets may enter the barracks. Parents/escorts may NOT enter barracks to assist with moving personal effect into the cadets’ rooms. Designated color of wristbands will change daily.
   b) Personnel staffing this checkpoint will receive and park vehicles from the testing site. Vehicles come to Checkpoint 4 from the testing site two at a time. To the extent possible, vehicles are parked sequentially using the number in the windshield for ease of notification of testing results. The wait for test results should be 15 minutes (+/-) for each vehicle.
   c) As the results of the antigen tests become available, an EMT from the testing site (Checkpoint 3) will notify the Marshall parking lot checkpoint (Checkpoint 4) of the results via radio. The testing area will relay the vehicle number and the test results. For example, vehicle 12, test results negative.
      (1) For negative results (no COVID): Support personnel staffing the Marshall parking lot checkpoint will move to the designated vehicle and notify the occupants of the results. S/he will issue a colored wristband to the cadet(s) in the vehicle. After the cadet(s) has put on the wristband, the vehicle will be directed along the designated route to the front of barracks where they will be allowed to unload their vehicle and enter barracks. Only cadets may enter the barracks. Parents/escorts may not enter barracks to assist with moving personal effect into the cadets’ rooms. Designated color of wristbands will change daily.
      (2) For positive results (possible COVID): Support personnel staffing the Marshall parking lot checkpoint will notify the Post Infirmary personnel of the
positive test and together they move to the designated vehicle. Post Infirmary personnel will inform vehicle occupants on test results and next steps. Following this notification, s/he will administer a PCR test to the positive cadet. Once the PCR test has been administered, the vehicle will be released to Days Inn where they will be met by a member of the Commandant’s Staff. Vehicles will be directed along a designated route off Post that does NOT pass through the Post (see Appendices E-F).

d) Walk-up cadets shuttled from the testing area are held in the warming tent until test results are received.

(1) Negative results: inform the cadet of the results, issue the colored wristband and authorize the shuttle to move the cadet to barracks via the designated route.

(2) Positive results: inform the Post Infirmary person staffing the checkpoint so s/he can instruct the cadet on what happens next and administer the PCR test. Arrange for a shuttle to transport the cadet to the Days Inn.

d. Isolation and Quarantine Procedures.

1) Upon arrival at the Days Inn, a member of the Commandant’s Staff will meet cadets who have tested positive.

2) Parents/escorts will conduct a drop and go similar to the process for VMI Barracks. In other words, they are not be permitted to enter the hotel with the cadet.

3) In-processing includes the following:

   a) Completing required administrative paperwork

   b) Room assignment

   c) Determination of academic and uniform support requirements

   d) Brief and sign out on the Permit for Quarantining and Isolating Cadets – COVID 19. This permit includes standards of conduct.

   e) Dissemination of an information packet.

4) Meals while in isolation.

   a) Meals will be delivered to the Days Inn by Auxiliary Services personnel at the following times:

      (1) BRC: 0730

      (2) DRC: 1130

      (3) SRC: 1730

      (4) Weekend brunch: 1100

   b) Hot meals will be provided by Crozet/Parkhurst and served at the Days Inn.

   c) Commandant’s Office will develop a feeding schedule to facilitate required social distancing and prohibits the intermingling of isolated and quarantined cadets.

6) The VMI Chaplain’s Office provides online access to their weekly nondenominational chapel service at 2000, Sunday evenings.

7) The VMI Chaplain’s Office also conducts daily virtual “Mandatory Wellness and Welfare Checks” via Microsoft Teams for cadets in isolation.

8) The Center for Cadet Counseling offers free, confidential, individual counseling to help cadets address personal and interpersonal concerns or stressors.

   a) Due to COVID-19, the Center for Cadet Counseling (CCC) staff will continue to provide telebehavioral health services for cadets. This form of service usually
consists of video conferencing through a personal computer with a webcam. Cadets can engage with counseling staff either through a private space on Post or through one of the telebehavioral health rooms here at the CCC.
b) Cadets requesting non-urgent assistance may call the office at 540-464-7667 Monday thru Friday during business hours (0800-1630) or email cadetcounseling@vmi.edu to schedule an appointment.

9) Isolation will last 10 days unless the results of the PCR test taken on the day of arrival are negative. In those instances, the cadets and all their belongings will be returned to barracks via Institute shuttle.

10) The quarantine period will be seven (7) days with an antigen rapid results test administered on the day eight (8).
   a) If test results are negative, the cadet will be released / returned to barracks.
   b) If positive, the cadet will transition to isolation for 10 days with the clock starting on the day/date of the original antigen test.
   c) Cadets that become symptomatic during quarantine and have a positive antigen test will isolate for 10 days from symptom start date. No PCR confirmation is required since they were symptomatic.

11) The Commandant anticipates providing staff coverage at the Days Inn during the times that there are VMI cadets in isolation or quarantine at the hotel.

e. Tasks.
1) VMI Emergency Manager (VMI EM).
   a) Serve as the Office of Primary Responsibility (OPR) for the overall Reception and Testing Plan.
      (1) Develop and coordinate overall plan.
      (2) Coordinate required support from outside agencies (e.g., Regional EMC and VDH).
   b) Train and rehearse reception and testing support personnel to facilitate efficient operations throughout the testing period.
2) Institute Physician.
   a) Serve as the OPR for the rapid response antigen testing for returning cadets during the 12 – 19 January 2021 return period.
      (1) Establish the testing site layout and procedures.
      (2) Ensure support personnel are trained and rehearsed in the established procedures in accordance with VMI EM’s overall training and rehearsal plan.
   b) Serve as the OPR for PCR testing of all antigen positive cases to confirm positive results and nullify false positives.
   c) Designate personnel to participate in the reception & testing planning team walk-thru on 7 January 2021 from 1030-1200.
   d) Provide Commandant’s Office the roster of previous positive COVID infections NLT 1700, 8 January 2021.
   e) Conduct testing of all cadet support personnel returning on 12 January 2021.
   f) Conduct training and rehearsal of EMT and support personnel on 12 January 2021 from 1400-1700 in preparation for athlete return (13-14 Jan) and Corps return (17-19 Jan).
g) Ensure proper disposition of medical waste accumulated during the testing process.

3) Office of the Commandant.
   a) Communicate to the Corps of Cadets this change to return procedures, as well as their assigned date and time of return.
   b) Designate and recall early return support personnel on 12 January 2021.
      (1) Regimental Staff as required.
      (2) Cadet EMTs as required by the Institute Physician to assist in testing and provide safety in barracks.
      (3) Support Personnel to assist in the processes of receiving and testing returning cadets.
      (4) Cadet guard team.
   d) Designate personnel to participate in the reception & testing planning team walk-thru on 7 January 2021 from 1030-1200 in accordance with VMI EM’s overall training and rehearsal plan.
   e) Designate personnel to participate in the training and dress rehearsal on 12 January 2021 from 1400-1700 in accordance with VMI EM’s overall training and rehearsal plan.
   f) Provide cadets to assist P2 with staffing Checkpoint 1 at the tennis courts on Saunders Drive.
      (1) Coordinate with P2 for logistical supplies and setup. For example, based on conditions this site may require a warming tent, a fly tent for cadet gear staging, heaters, a table to stage flyers & tracker sheets, and chairs.
      (2) Develop an information sheet describing the reception and testing process. Distribute this sheet as returning cadets arrive at the reception/greeting checkpoint.
      (3) Assist the Institute Physician in developing a process to ensure accurate tracking of test samples, results, and expeditious notification of cadets of their result.
      (4) Provide shuttle service for “walk-ups” and taxi drop offs from the reception/greeting checkpoint through the entire process, to include both positive and negative test results.
   g) Provide cadets to assist P2 with staffing Checkpoint 2 just short of the bridge on Anderson Drive.
      (1) Coordinate with P2 for logistical supplies and setup. For example, based on conditions this site may require a warming tent, a fly tent for cadet gear staging, heaters, a table to stage vehicle numbers, and chairs.
      (2) Conduct pre-screening in accordance with the procedures established in paragraph 3.c. above.
      (3) Prepare and usher vehicles into the testing site in accordance with the procedures established in paragraph 3.c. above.
   h) Provide ten (10) cadet EMTs to assist the Institute Physician in the testing site at Checkpoint 3.
   i) Provide cadets to assist P2 with staffing Checkpoint 4 in the Marshall parking lot.
(1) Coordinate with P2 for logistical supplies and setup. For example, based on conditions this site may require a warming tent, a fly tent for cadet gear staging, heaters, a table to stage wristbands, and chairs.

(2) Provide colored wristbands to Checkpoint 4 personnel each day and notify Checkpoint 5 personnel of the color authorized for entry that day.

(3) Receive and park vehicles in accordance with the procedures established in paragraph 3.c. above

(4) Receive and relay the results in accordance with the procedures established in paragraph 3.c. above.

(5) Provide shuttle service to the isolation site (Days Inn) for any walk-up cadets with positive test results.

j) Staff the three arches on the front side of barracks to control movement of personnel in and out of barracks.

(1) Ensure all other barracks entry points are manned to prevent uncleared personnel from entering barracks.

(2) Only cadets wearing a colored wristband are authorized entry into barracks. Designated colors will change each day.

k) Provide radios and spare batteries to support checkpoints 1-5.

l) Coordinate an Institute shuttle from Ollies parking lot to barracks during the 12-19 January reception and testing period.

4) Deputy Superintendent for Finance, Administration, and Support.

a) Provide logistical support as required by the Institute Physician and the Commandant’s Office to support all phases of the reception and testing process.

b) Assist in the setup of the testing site and designated checkpoints as requested by the Institute Physician and the Commandant’s Office.

c) Establish a traffic flow plan and required signage to restrict all traffic on Post (vehicular & pedestrian) during execution of the reception and testing plan.

d) Coordinate with the Commandant’s Office to provide personnel to assist in staffing Checkpoints 1-5

e) Designate personnel to participate in the Reception & Testing Planning Team walk-thru on 7 January 2021 from 1030-1200.

f) Ensure Checkpoints 1-4 are set-up no later than 11 January to support early return of support personnel on 12 January 2021.

g) Designate personnel to participate in the training and dress rehearsal on 12 January 2021 from 1400-1700.

h) Provide meal service in Crozet for returning cadets beginning with DRC on 12 January 2021.

i) Provide meal service for isolated cadets based on numbers and locations provided by the Commandant’s Office.

5) Athletic Director.

a) Ensure Paulette Hall is open and restrooms are available during designated testing hours on 12-19 January 2021.

b) Deconflict practices and athlete use of Paulette Hall during designated testing hours on 12-19 January 2021.

5) Director, Center for Leadership and Ethics (Marshall Hall)
a) Ensure Marshall Hall is open and restrooms are available during the designated testing hours on 12-19 January 2021.

6) Director, Information Technology
   a) Conduct a systems check of the Wi-Fi capability at the designated isolation facility (Days Inn) prior to 12 January 2021.
   b) Be prepared to provide technical assistance to cadets assigned to isolation.
   c) Be prepared to provide Wi-Fi hotspots to cadets assigned to isolation on an as needed basis.

f. Coordinating Instructions.
   1) Uniform of the day for personnel supporting reception and testing operations 12-19 January 2021 is OCPs with appropriate cold/wet weather gear as required.
   2) On 7 January 2021 from 1030-1200, the reception and testing planning committee will conduct a walk-through of the reception and testing processes.
   3) On 12 January 2021 from 1400-1700, the reception and testing planning will conduct training and rehearsal for the cadets participating in the reception and testing process.
   4) Cadets are strongly encouraged to quarantine to the extent possible and utilize the LiveSafe app during the two-week period immediately prior to their return.
   5) Cadets are strongly encouraged NOT to carpool since a positive test result in the vehicle will result in all other cadets in the vehicle going immediately into quarantine.
   6) Cadets diagnosed with COVID at an off-Post facility since October 20, 2020 should email a copy of their test results to infirmary@vmi.edu as soon as possible but **NLT 1700, Wednesday 6 January 2021** to be exempt from the testing process.
   **IMPORTANT NOTE:** mixing previous COVID positives with uninfected cadets in the same vehicle will result in everyone in the vehicle going through the testing process.
   7) Cadets should return to VMI with a clean supply of facial coverings. Facial coverings should be gray with no logos, designs or vents.
   8) All cadets returning from furlough by privately owned vehicle (POV) are authorized to proceed through the reception and testing process in their POV.
   9) There is no cadet vehicle parking on Post during 12-19 January 2021. All cadet vehicles should be parked at Ollies or some other off-Post location.
   10) The Commandant’s Office will provide an Institute shuttle **only** from the Ollies parking lot to barracks.
   11) Jordan’s Point is the **only** entry point for returning cadets. This includes cadets that have tested positive for COVID since October 20, 2020.
   12) COVID testing will occur from 0900-1500 on 12-19 January 2021. Cadets reporting outside their assigned window due to weather, flight delays, or other unforeseen circumstances should contact the CPT Bachman (bachmancj@vmi.edu or 540-464-7291) or CSM Rubenstein (rubensteinisd@vmi.edu or 540-464-7325) for instructions.
   13) Barracks will be monitored and closed to those who do not proceed through the testing process upon arrival as directed.
   14) On 12 January from 1300-1600, cadets returning early to support this reception and testing plan will receive training and conduct a rehearsal. The VMI EM will conduct the overall training and rehearsal event. He will be assisted by the Institute Physician
and the Commandant’s Office. Training will occur at the testing site (Checkpoint 3). Uniform will be OCPs.

15) Cadets refusing the test will be treated as positive and sent to the Days Inn for isolation.

16) The VMI Bookstore will open only to cadets during this period.

17) The VMI PX will be closed during this period.

18) Cadets with a negative antigen test will be issued a colored wristband before being released from the waiting area (Checkpoint 4). Designated color of wristbands will change each day. The Commandant’s Office will provide the designated color to Checkpoint 4 personnel each testing day and notify Checkpoint 5 personnel of the color required for authorized entry that day.

19) Restroom facilities will be available at all five checkpoints throughout the reception and testing process.
   a) Checkpoint 1: City of Lexington public restroom in the Jordan’s Point parking lot.
   b) Checkpoints 2 & 3: Paulette Hall.
   c) Checkpoint 4: Center for Leadership & Ethics.
   d) Checkpoint 5: Barracks for cleared personnel & cadets.

4. Administration and Logistics.
   a. All requests for logistical support must be received at P2 as soon as possible and NLT 5 January 2021.
   b. Logistical shortfalls (e.g. tentage) need to be identified immediately.

5. Command and Signal.
   a. Command.
      1) The VMI Emergency Manager, Col Jay Williams, is responsible for overall reception and testing operations.
         a) The Institute Physician, Dr. David Copeland, is responsible for VMI testing operations at Paulette Hall. Issues related to testing should be directed to Dr. Copeland or a designated member of his staff.
         b) The Commandant, COL William Wanovich, is responsible for the reception plan (i.e., accountability) and Barracks move-in. Issues related to reception or Barracks move in should be directed to COL Wanovich or a designated member of his staff.
         c) VMI Police, assisted by P2, are responsible for restricting vehicular and pedestrian traffic on Post during the reception and testing period. Issues related to traffic on Post during this period should be directed to the VMI Police Dispatcher.
   b. Signal. The Commandant’s Office provides the radios required to support this plan.
   c. Reports.
      1) The Institute Physician will report results daily during the testing phases:
         a) Number of tests expected to be conducted
         b) Number of tests actually conducted
         c) By name roster of cadets who were not tested; either they missed their assigned day or refused the test
         d) Number of positive tests and PCR tests administered
e) Number of positive PCR tests

2) The Commandant’s Office will submit daily accountability reports to include numbers and names of cadets that did not report on their assigned day.

FOR THE SUPERINTENDENT

James P. Inman
Colonel, U.S. Army (Retired)
Chief of Staff

APPENDICES:

(A) Overall Reception and Testing plan
(B) Reception & Greeting (Checkpoint 1) Operations
(C) Traffic flow in testing area (Checkpoints 2 & 3)
(D) Test Site (Checkpoint 3) Operations
(E) Marshall Parking Lot/Waiting Area (Checkpoint 4) Operations
(F) Post Traffic Control Plan
APPENDIX A: Overall Reception & Testing Plan

Checkpoint 1 - All traffic (vehicular & pedestrian) enters through Jordan’s Point (see Appendix B)

Checkpoint 2 - Pre-screening and prep for entry to testing site (see Appendix C)

Checkpoint 3 - Testing site set up in Paulette Hall parking lot (see Appendix D)

Checkpoint 4 - Test results waiting area: Marshall Hall parking lot (see Appendix E)

Positive test results move straight to Days Inn

Checkpoint 5 - Negative test results move to and unload at barracks

Saunders Drive (btw checkpoints 1 & 2) allows for a lengthy car queue
APPENDIX B: Reception & Greeting (Checkpoint 1) Operations

Checkpoint 1:

- Stopped by P2 personnel
- Greeted by VMI cadet
- Returning cadets screened for previous positive COVID infection since 20 Oct 2020
  - If yes & on Infirmary’s list, returning cadet provided properly annotated label and directed to proceed to Checkpoint 4 in outbound lane with short stop at Checkpoint 2
  - If yes but not on Infirmary’s list, vehicle remains in testing queue
  - If yes but more than one returning cadet present, vehicles remains in testing queue
  - If no previous positive infection, vehicle remains in testing queue
- Cadet staffing Checkpoint 2 provides:
  - Information sheet about process
  - Pre-printed label to be presented to EMT taking sample at Checkpoint 3
  - Number card to be placed in the vehicle windshield that corresponds to the number on the label. Used to identify vehicles in waiting area for providing test results.

➢ Logistical requirements:
1. Warming tent
2. Heater(s)
3. Fly tent for cadet gear storage
4. Small table
5. Six (6) chairs
6. 1 radio

APPENDIX C: Pre-screening and traffic flow in testing area (Checkpoints 2 & 3)
In-vehicle testing. See Appendix D for actual test procedures. Only the first two vehicles on either side of the tent will have samples taken simultaneously. After samples are taken, those two vehicles are directed to pull forward around traffic cone, exit parking lot, turn right up Anderson Drive to Checkpoint 4. Other four vehicles pull forward to fill spots just vacated & Checkpoint 2 sends two more into testing site.

**Checkpoint 2:**
- Vehicles confirmed at Checkpoint 1 with previous COVID positives will approach in outbound lane. Briefly cite annotated label to ensure another vehicle didn’t jump in outbound lane and direct confirmed previous positives up Anderson Drive to Checkpoint 4 in the Marshall Hall parking lot.
- All others are directed into the testing site. Maintain six vehicles in testing site at a time.

**Logistical requirements:**
1. Warming tent
2. Heater(s)
3. Fly tent for cadet chairs
4. Six (6) chairs
5. 1 radio
APPENDIX D: Test site (Checkpoint 3) Operations

**Checkpoint 3 (testing site)**
- EMTs 1 & 2: take samples and collect labels & numbers from cadet(s)
- EMTs 3 & 10: perform antigen tests
- EMTs 4 & 9: marks test kit with time to be read
- EMTs 5 & 8: read test results
- EMTs 6 & 7: notify Marshall lot (Checkpoint 4) of test results

- Medical Personnel: supervise entire process and verify ALL test results before being passed to Marshall lot. Maintains spreadsheet with names and results

**Logistical Requirements:**
1. Large tent
2. Heater(s)
3. 2 X 8’ tables
4. 12 Chairs
5. Medical waste receptacles
6. 4 radios
APPENDIX E: Marshall parking lot / waiting area (Checkpoint 4) Operations

Checkpoint 4 –
- Confirmed previous positives given designated wristband and directed to barracks (blue arrow)
- Tested cadets parked (sequentially) to await test results (red arrows)
- Radio communication from the medical tent @ Paulette relays negative results to Checkpoint 4. Cadets issued designated wristband and vehicle released to barracks via Parade and Letcher Avenues (green arrow).
- Radio communication from the medical tent @ Paulette relays positive results to Checkpoint 4. Medical staff notified & together with support personnel move to vehicle. Occupants informed of results and next steps. PCR test administered. Vehicle released to Days Inn (orange arrow).

➢ Logistical requirements:
1. Warming tent
2. Heater(s)
3. Fly tent for cadet chairs
4. Six (6) chairs
5. 4 radios
APPENDIX F: Post Traffic Control Plan

4 Cadet locations (🌟), numbers TBD by Commandant Staff. Notated by a blue star with a “C”.

Signs:
- 3 Stop
- 3 Do Not Enter
- 8 Left Arrow
- 5 Right Arrow
- 12 Fire Lane No Parking
- 2 Electronic Sign @ Rt 11

Personnel:
- 20 P2
- 2 Officers/Cars

Post Police will monitor Hook Ln & exit from SIH parking

Legend:
- Green – Normal Flow
- Orange – Positive Cadet
- Blue – Incorrect Entrance
- Gray – Hand Directed (no arrow)