



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS, JOINT BASE ELMENDORF-RICHARDSON  
JOINT BASE ELMENDORF-RICHARDSON, ALASKA**

MEMORANDUM FOR ALL JOINT BASE ELMENDORF-RICHARDSON PERSONNEL

FROM: JOINT BASE ELMENDORF-RICHARDSON INSTALLATION COMMANDER

SUBJECT: JBER COVID-19 Installation Policy Memorandum

References: (a) DoD Instruction 6200.03, Public Health Emergency Management (PHEM) Within the DoD

(b) JBER Installation Commander Memorandum, "Health Protection Condition (HPCON) BRAVO Declaration," 27 JAN 21

(c) Under Secretary of Defense for Personnel and Readiness Memorandum, "Force Health Protection Guidance (Supplement 14) – Department of Defense Guidance for Personnel Traveling During the Coronavirus Disease 2019 Pandemic," 29 DEC 20

(d) Secretary of Defense Memorandum "DoD Guidance on the Use of Cloth Face Coverings" 5 APR 20

(e) Under Secretary of Defense for Personnel and Readiness Memorandum, "Force Health Protection Guidance (Supplement 15) – Department of Defense Guidance for Coronavirus Disease 2019 Laboratory Testing Services," 11 JAN 21

1. This memorandum applies to personnel who live, work and recreate on JBER as well as visitors to the installation. It supersedes JBER Installation Commander Memorandum, "JBER COVID-19 Installation Policy Memorandum," 7 JAN 21. This memorandum is guided by and summarizes pre- and post-travel guidance contained in reference (c). ***The policy and procedures outlined in this memorandum are subject to change with more restrictive measures and without notice based on evolving virus epidemiology, local conditions, and HHQ guidance.***

2. Although trends in Alaska and at JBER have been favorable over the past month, we must ensure that our personnel understand we cannot afford to become complacent. Community transmission of COVID-19 is still occurring but at a much reduced rate. New strains of the virus are proving more contagious and we must remain vigilant. As the State and Municipality relax some of their mitigation controls, we will continue to synchronize our installation activities; however, there will be situations where we maintain greater restrictions than local government controls. Commanders should continue to reduce the risk to force by use of shift-based and flexible schedules when possible and maximize the use of telework for personnel whose physical presence is not otherwise required to complete the mission. We must continue to safeguard the population, observe the installation's public health guidance and remain vigilant by reducing our exposure and movement when not necessary.

3. Joint Base Elmendorf-Richardson's priorities remain 1) the health and safety of our military and civilian personnel and their families; 2) safeguarding and preserving our national security capabilities; and 3) supporting our local community and the state of Alaska's response to the pandemic. The intent of this memo is to adjust current installation guidance to suppress wider spread and transmission of the virus within the on- and off-base communities. The installation health and safety guidelines are updated as detailed herein.

#### 4. JBER Public Health Guidance:

a. Self-monitor health; seek immediate medical care (907-580-2778 option 1) if symptoms (cough, fever, or shortness of breath) develop. Otherwise if you are sick, PLEASE STAY HOME.

b. Mask Wear; IAW reference (d) the use of cloth masks is mandatory on JBER for all persons. Exceptions are limited to 1) inside private dwellings, 2) while driving in vehicles, if an individual is the lone operator or if all occupants in the vehicle are members of the same family group, 3) when an individual is in his or her own office alone, 4) when eating or drinking, 5) those with a medical exemption to instead wear a face shield, etc., or 6) when exercising indoors or outdoors and established mitigation controls are followed including but not limited to six feet physical distancing. This policy applies to children to the maximum extent possible, though children two and younger are exempt.

c. Maintain consistent personal hygiene, particularly frequent hand-sanitizing.

d. Maintain a daily routine for environmental sanitation, i.e. disinfect workstations and common areas, door handles, etc.

e. Avoid close settings and avoid unnecessary travel. Meetings should be conducted virtually if possible.

f. Limit close contact with people and animals who are not family members or cohabitants.

#### 5. Quarantine and Restriction of Movement (ROM)

a. If Public Health determines an individual has had close contact with a known positive case of COVID-19, that individual will be directed to quarantine for 10 days. PH may endorse a 7-day curtailed Return to Duty (RTD) option with testing on or after ROM day #5, no earlier than 48 hours preceding projected RTD date. This option is available to commanders for mission-essential tasks. Please make requests through: USAF JBER 673 MDG Mailbox Public Health <[usaf.jber.673-mdg.mbx.public-health@mail.mil](mailto:usaf.jber.673-mdg.mbx.public-health@mail.mil)>. Irrespective of RTD, personnel will stay out of JBER store fronts for their quarantine duration and abide by Alaska State and local Municipality Health Mandates (*reference paragraph 9 below*).

b. Personnel who have returned from out-of-state domestic travel, as well as new arrivals to the state, will enter a 10-day ROM. They should take a COVID-19 test upon arrival to Alaska. Free testing options are available at Ted Stevens International Airport or multiple other community locations. Personnel are encouraged to take an optional, free, second community test on or after day 5 of the ROM. If no symptoms develop during that 10-day ROM and test results are negative, personnel may be returned to duty, with concurrence from their chain of command. The curtailed 7-day RTD option is available for mission-essential tasks, at the request of a commander in the grade of O-4 or higher, per procedures outlined in paragraph 5.a. This allows commanders to judiciously request early RTD. Irrespective of RTD, personnel will stay out of JBER store fronts for their ROM duration after arrival to Alaska and abide by Alaska State and local Municipality Health Mandates (*reference paragraph 9 below*).

c. Aircrew who are returning from travel, having exclusively performed official duties established under AMC FCIF or FAA SAFO COVID-19 mitigation protocols, are waived from installation ROM.



d. Individuals seeking to access JBER after travel from a foreign country will still complete a 14-day ROM upon arrival to Alaska IAW reference (c). Personnel will stay out of JBER store fronts for their ROM duration after arrival to Alaska and abide by Alaska State and local Municipality Health Mandates (*reference paragraphs 9 and 10 below*).

e. ROM personnel must remain in their domicile (lodging, quarters, etc.), but may go outside on premises or quarters for outdoor exercise and other routine tasks. Privately owned vehicles are considered an extension of the personnel's domicile and can be used to go through drive through or curbside option food service/pickup. Identified needs of personnel in ROM will be addressed by their unit of assignment.

f. Personnel who test positive for COVID-19 will not retest for COVID-19 for 90 days after their initial positive test, unless specifically directed to do so by Public Health or a healthcare provider. If someone is within 90 days of a positive test, they must show proof of their positive test and proof of their recovery (profile or medical provider note) when arriving to Alaska or returning from domestic travel outside Alaska, and should not retest upon entry into Alaska. Furthermore, in accordance with reference (e), additional quarantine and post-travel ROM is not necessary during CDC-specified time period (90 days) as long as the individual remains symptom-free. Regardless, individuals must continue to abide by Alaska State and local Municipality Health Mandates (*reference paragraph 9 below*).

g. Public Health will continue to monitor CDC and Office of the Secretary of Defense sources for science updates and guidance regarding the COVID-19 vaccine. They will provide recommendations for activities and mitigation protocols accordingly. Pending further updates, members that have been vaccinated will adhere to all current protocols contained in this memorandum.

h. All travelers must educate themselves on local mandates in the areas they plan to travel, including communities through which they will travel, and will follow them to the maximum extent practicable (see Attachment 1). Additionally, all personnel conducting official international air travel will be tested with a viral test 1-3 days before departure IAW testing guidance, reference (c).

**6. Base Access:** Contractor and visitor passes will be processed for issue at the Visitor Control Center, and their sponsors must ensure visitors abide by this policy. Fort Richardson National Cemetery visitors may receive a visitor pass (not to exceed three (3) hours from time of issuance).

**7. Private Gatherings:** Private gatherings have been a significant source of COVID-19 transmission. Socializing is also a very important part of living a full life. Private indoor gatherings on JBER are limited to three family groups, and outdoor gatherings on JBER are limited to five family groups. A family group is defined as a group of people who dwell in the same residence. Examples of a family group are: a single service member; roommates in either a house, apartment, dorm or barracks; or a family of seven. An au pair or other domestic aid may be considered part of a family group if, and only if, they share that group's dwelling as their primary residence.

**8. Official Gatherings:** Official gatherings are limited to 25 people in- and outdoors, and meetings should be conducted virtually when possible. Unit commanders in the grade of O-4 and above or comparable director level supervisors may approve gatherings up to 40 people in- and outdoors. Public Health guidance must be followed IAW paragraph 4. This approval authority includes allowing official gatherings in private dwellings, such as a dinner for single Soldiers or Airmen, but if food and drink is consumed, then those not in the same family group must maintain six feet physical distancing from others. Unit commanders and directors are responsible for recording the date and names of persons at such a gathering for contact tracing purposes. Previously granted exceptions to policy that have approved mitigation controls, such as **military operations** or DFAC services, may continue to function.

**9. Travelers from U.S. States and Territories seeking to access JBER:** Individuals will follow current installation Public Health guidance, as detailed in paragraph 4 of this memorandum. Additionally, these individuals may depart and return to the installation but will not enter any JBER store fronts, customer services areas, and/or community facilities, including but not limited to the Commissary, AAFES Exchange and shoppettes, eateries, finance, ID card center, and fitness facilities for 10 days upon arrival to Alaska. Even if personnel have a Mission Critical Personnel ETP as noted in paragraph 5.b above, they must not enter JBER store fronts for the entire 10-day period. *All personnel must comply with Alaska state and local Municipality Health Mandates, and respect all guidelines or restrictions imposed by local businesses.* Local information may be found at <https://covid19.alaska.gov/travelers/>.

**10. Travelers from Foreign Countries seeking access to JBER:** Individuals seeking access to JBER after travel from a foreign country will complete a 14-day ROM upon arrival to Alaska IAW reference (c) and as described in paragraph 5 of this memorandum. As a reminder, they must not enter JBER store fronts for the entire 14-day period. Individuals living off-base should complete a 14-day ROM prior to accessing the base. Hosts of travelers from Foreign Countries seeking access to JBER should contact Public Health for guidance on whether the hosts must quarantine. After completing ROM, individuals will follow current installation Public Health guidance, as detailed in paragraph 4 of this memorandum.

**11. Determining Whether to Travel:** A risk assessment, completed by the appropriate leader, is required for Service Members before all travel IAW reference (c). For DoD Civilian employees the risk assessment is mandatory for official travel and strongly encouraged for all other travel. The risk assessment of the health status of the traveler will include, at a minimum:

- a. Whether the individual has exhibited any signs or symptoms of COVID-19 within the previous 14 days.
- b. Whether the individual has had contact with anyone having, or known to have exhibited, signs or symptoms of COVID-19, or who has tested positive for COVID-19 within the previous 14 days.
- c. Whether the individual has traveled to a country, state, territory, or county with high or increasing COVID-19 transmission within the previous 14 days.
- d. Whether the individual is at increased risk of severe illness of COVID-19.
- e. Whether the individual is familiar with how to self-monitor and what actions to take if he or she develops COVID-19 symptoms or contracts COVID-19.
- f. Utilize the Defense Health Agency's Armed Forces Health Surveillance COVID-19 Dashboard that tracks the "Trajectory of Civilian COVID-19 Cases by County" available at: <https://go.intelink.gov/25BWvsS>; <https://covid-status.data.mil/#/>


**12. Failure to Comply:** Individuals who sponsor visitors onto JBER are responsible for their guests' conduct and compliance with the guidance contained in this memorandum. Failure to comply with this directive may result in loss of sponsorship privileges, suspended access to JBER, or debarment.



13. **ROM Exceptions to Policy for Mission Critical Personnel:** The USARAK Commanding General and Wing Commanders may assume risk and grant exceptions to policy for personnel (both Permanent and Temporary Duty) determined to be mission critical personnel. Any mission partner units not listed herein may contact 673 ABW/CV at [673abw.cc@us.af.mil](mailto:673abw.cc@us.af.mil) or DSN 552-6738 for further guidance.

14. Commanders at all levels must ensure this guidance is briefed and made available to all personnel.

15. Address questions regarding this memorandum to 673 ABW/CV, at (907) 552-6738.

 27 Jan 2021  
KIRSTEN G. AGUILAR  
Colonel, USAF  
Commander

Attachment:

Travel Guidance from OUSD, 29 Dec 20