



DEPARTMENT OF THE AIR FORCE

UNITED STATES SPACE FORCE
PETERSON-SCHRIEVER GARRISON

21 January 2021

MEMORANDUM FOR ALL SUBORDINATE COMMANDS AND TENANT UNITS

FROM: P-S GAR/CC

775 Loring Avenue, Suite 205
Peterson AFB CO 80914-1290

SUBJECT: Public Health Directive #4

1. As the COVID-19 pandemic evolves, we must continue to adapt installation policies and preventive actions. The crisis is constantly evolving, and our posture must also adjust to appropriately balance protecting base personnel while ensuring continued mission effectiveness. Due to the sustained decrease in cases and positive test percentages, the following changes will be effective at P-S GAR installations in Colorado as of 25 January 2021:

a. Adjustments to Workforce:

(1) Commanders and mission partner leads will implement an in-person work schedule not to exceed 50% of the workforce at any given time. The maximum use of rotating shifts and/or telework will be utilized. Commanders and mission partners *with explicit mission needs* are authorized to exceed the 50% threshold so long as CDC physical distancing guidelines are followed, or after consultation with the 21 MDG Public Health Emergency Officer (PHEO), Maj. W. Taylor (JEDI) Timberlake. Maj. Timberlake can be reached at william.t.timberlake2.mil@mail.mil or 719-322-4258. The Alternate PHEO is Lt. Col. Ian Wiechert, who can be reached at ian.p.wiechert.mil@mail.mil or 719-556-1009.

(2) High-risk members are strongly encouraged to maximize telework. However, high-risk personnel may be reintegrated into the workplace in a limited posture so long as CDC physical distancing guidelines are followed. Supervisors should make reasonable accommodations for personnel with individualized needs or concerns.

(3) All personnel will assess their own personal health before leaving their residence each day. Personnel must proactively self-identify to their leadership if they believe they are experiencing any symptoms of COVID-19, or any other illness. In those cases, employees must remain at home and not enter the workspace. Those who experience a fever shall not return to their work center until they have been fever-free, without medication, for 72 hours, and are no longer experiencing any other symptoms.

b. Base Access and Entry Procedures:

(1) Security Forces personnel will continue to utilize personal protective equipment, including face coverings, and refrain from physically handling identification cards for personnel accessing the base.

(2) When entering P-S GAR installations in Colorado, all personnel are required to lower windows and present identification for scanning. If wearing a face covering, personnel may be asked by gate guard personnel to briefly lower the covering to verify identity.

c. Controlled, Restricted Areas and Operations Centers:

(1) Commanders at all levels will continue to take action to protect operations centers and crews. Specific policies and procedures for an operations center will be defined by Space Delta or other commanders who execute missions in those operations centers.

(2) Access to restricted areas will be granted to mission essential visitors on a case-by-case basis. At Schriever Air Force Base, Missile Defense Agency mission essential visitors will continue to enter the Restricted Area at the West Portal, after their Temporary or Visitor badge has been approved.

(3) Access to Controlled and Restricted Areas will continue to be prohibited for symptomatic personnel.

(4) Tours are prohibited in Controlled and Restricted Areas without a specific mission need, and require P-S GAR/CC, Space Delta/CC, or appropriate mission partner lead approval.

d. Physical Distancing and Gatherings:

(1) Consistent with CDC guidance, all personnel will continue to practice physical distancing, both on and off duty. Operations crews, teams, and mission essential personnel must use extra caution to avoid close-contact environments, both on and off duty.

(2) Unofficial Gatherings: On all P-S GAR installations in Colorado, the number of participants in informal or unofficial gatherings (e.g. baby showers, gatherings of friends and family, etc.) will be limited to no more than 10 personnel, while still practicing physical distancing and the wear of cloth face coverings. All personnel are encouraged to review and follow the state of Colorado's guidelines and limit informal gatherings to no more than 10 individuals, regardless of location.

(3) Required Meetings: Physical distancing practices will be followed when holding *required* meetings or gatherings to include mask wear, sanitization and hygiene protocols. Meeting attendance shall be limited by venue size in accordance with CDC guidance.

(4) Official Gatherings: Commanders and mission partner leads are granted authority to approve official gatherings by members of their units. However, an assessment of benefits and associated risks will be conducted when planning official gatherings of personnel on any P-S GAR Installation. *Prior to approval, commanders and leads are highly encouraged to consider the defensibility/mission criticality of an event should positive cases trace back to that gathering.*

(a) Face coverings, sanitization, distancing, and hygiene protocols will be followed throughout the duration of any official gathering. Commanders and leads should consider the impact of food service or other aspects of an event that may drive participants to relax adherence to these protocols.

(b) Official Gatherings held indoors will not exceed 100 personnel. Indoor events should include formalized processes (such as assigned seating) to assist with contact tracing and to reduce the number of interactions and potential exposures.

(c) 21 MDG Public Health personnel will be consulted before conducting any official gathering or event that is expected to exceed 50 total attendees. The PHEO will provide recommendations pertaining to risk mitigation, and whether the official gathering should be approved. 21 MDG Public Health has the independent authority to approve deviations to the gathering guidance above, if required.

(d) The PHEO will track official events exceeding 50 total attendees occurring on P-S GAR installations, and advise the P-S GAR/CC if there is an increased COVID-19 risk that would drive further restrictions on official gatherings, meetings, or other events.

e. Wear of Face Coverings:

(1) All personnel will wear a face covering that covers the nose and mouth when six feet of physical distance cannot be consistently maintained, and when in shared or common areas, to include when transiting through indoor spaces.

(2) Exempted from this directive are persons physically within their personal residence and persons in their personally owned vehicles.

(3) If the face covering poses a safety hazard in the performance of duties, individuals are allowed to remove the cover for the time required to complete that duty.

(4) Personnel with underlying health conditions that prohibit the wear of a face covering must acquire medical documentation from a health care provider outlining such a condition and the restrictions the condition places on wear of a face covering.

(5) Face coverings are required at all times, and under all circumstances, within medical and dental areas (to include the pharmacy and mental health facilities) given the additional risk posed to medical personnel.

f. Dining Facilities:

(1) Limited sit-down dining is authorized with physical distancing measures; take-out containers and utensils will continue to be utilized to the greatest degree possible. Dining Facilities will continue to implement mitigation measures such as no salad bar, wrapping individual food items, and limiting contact during payment and checkout.

(2) Extra-large dining facilities and food service areas, including but not limited to the Peterson Air Force Base HUB's ballroom, dining room, open-wall reception lounge and Colorado Pizza, as well as the DFAC, are specifically limited to 100 personnel per room. Capacity in other

dining facilities and food service areas will be limited to no more than 50% of capacity or 50 personnel per room, whichever is less.

g. P-S GAR Facilities and Services:

(1) Availability of on-base service activities will be adjusted based upon constraints such as available workforce. To the greatest degree possible, on-base service activities will follow all relevant local, state, and federal public health guidance. A separate document will be maintained and published to capture the real-time status of service activities across P-S GAR bases in Colorado.

(2) Unit PT and limited intramural sports (such as softball or other activities that allow for appropriate distancing) may resume in limited capacities with appropriate safeguards in place, and subject to the limits on gatherings noted above.

(3) Shuttle bus services at Schriever Air Force Base will continue operations between the hours of 0530 and 1800, Monday through Friday. The Cheyenne Mountain Air Force Station shuttle bus service will maintain operations 7 days a week. Buses will have staggered seating and protective measures around the driver's compartment. Riders are required to wear face coverings, as outlined above.

2. This guidance supersedes the following:

Peterson-Schriever Garrison Public Health Directive #1, dtd 11 August 20

Peterson-Schriever Garrison Public Health Directive #2, dtd 5 Nov 20

Peterson-Schriever Garrison Public Health Directive #3, dtd 25 Nov 20

3. In the absence of specific direction outlined above, Commanders are authorized to implement necessary actions in order to balance risk to physical and mental health, risk to operations, and risk to mission sustainment at Peterson Air Force Base, Cheyenne Mountain Air Force Station and Schriever Air Force Base, respectively. The PHEO remains delegated the authority to order medical quarantine within the meaning of Article 84, Uniform Code of Military Justice (UCMJ). Failure to adhere to this directive may constitute a violation of Articles 90, 91, or 92, UCMJ.

4. Through a balanced, measured approach we will continue to defeat this enemy and preserve the long-term health of our teams and operations. As the installation host, P-S GAR will continue to monitor and assess the situation and adjust directives and guidance as necessary.

JAMES E. SMITH, Colonel, USAF
Commander