



DEPARTMENT OF DEFENSE
WASHINGTON HEADQUARTERS SERVICES
1155 DEFENSE PENTAGON
WASHINGTON, DC 20301-1155



OCT 09 2020

MEMORANDUM FOR THE PENTAGON WORKFORCE

SUBJECT: COVID-19 and the Threat of Community Spread

As recent news and reporting have shown, COVID-19 is still prevalent in the National Capital Region. Within the past week, we experienced a number of COVID-19 positive test results on the Pentagon Reservation. We remain at Health Protection Condition (HPCON) Bravo as we mitigate the risks of community spread through compliance with DoD Force Health Protection guidance, mandatory use of cloth face coverings on the Pentagon Reservation, enforced social distancing, effective hand hygiene, and cleaning and disinfecting of workspaces.

We immediately took action to test, contact trace, and notify those affected, as well as thoroughly cleaned impacted workspaces, going beyond CDC guidance and in accordance with DoD guidance and best practices. Protecting our people remains the Secretary of Defense's #1 priority during the national pandemic. To continue to promote the safety and wellbeing of the workforce, we want to remind the Pentagon team of your responsibilities to take preventative measures to stop the potential spread of the COVID-19 virus. We ask everyone to remember to practice the following:

- If you feel sick or have a fever, please stay home and seek medical attention.
- Wash your hands frequently with hot water and soap for at least 20 seconds.
- Wear a cloth face covering while in all common areas of the Pentagon Reservation as well as in your workspaces if you cannot maintain six feet or more of separation.
- Separate your workspaces by six feet or more if possible and if not, consider split shifts (A and B teams) to minimize potential exposure in confined workspaces.
- Wear cloth face coverings and increase ventilation if you must carpool.
- Maintain six feet social distance on escalators and elevators, as well as in common areas such as food courts, kiosks, Pentagon entrances, and mass transit hubs.
- If you are clinically tested for COVID-19, do not come to work until you receive negative test results or a clinical diagnosis of negative for COVID-19.
- If you test positive for the COVID-19 virus, make sure your case is properly reported and follow the directions of your healthcare provider to ensure your health and well-being, as well as the safety of your family and co-workers.
- Get vaccinated for influenza. It is critically important to get your flu shot this year in order to ensure available medical capacity for those with COVID-19.
- Finally, continue to check CDC.gov and WHS.mil websites often for updated guidance.

We are confident that the Pentagon is a safe place to work when we comply with Pentagon Force Health Protection guidance under Health Protection Condition Bravo. If you have any questions, my point of contact for this guidance is Darren Irvine, (571) 256-4416 or darren.l.irvine.civ@mail.mil.

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Thomas M. Muir
Director

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