MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Pentagon Reservation Workplace Occupancy Limit Exceptions Under Health Protection Condition Bravo During Coronavirus Disease 2019

References: (a) Secretary of Defense Memorandum, “Guidance for Commanders’ Risk Based Responses and Implementation of the Health Protection Condition Framework During the Coronavirus Disease 2019 Pandemic,” April 29, 2021
(b) Director, Administration and Management Memorandum, “Health Protection Conditions and Occupancy Limits for the Pentagon Reservation During COVID-19,” May 26, 2021
(c) Director of Administration and Management Memorandum, “Coronavirus Disease 2019 – Transition to Health Protection Condition Alpha on the Pentagon Reservation,” July 7, 2021

Pursuant to references (a) and (b), the Director, Administration and Management (DA&M) consolidated the Pentagon Reservation workplace occupancy exceptions requests and forwarded them to the Office of Management and Budget (OMB). In coordination with OMB, approved DoD occupancy exceptions for the Pentagon Reservation are captured below, and were previously provided to representatives of the Military Departments, Joint Staff and OSD Components through Washington Headquarters Services.

<table>
<thead>
<tr>
<th>Agency</th>
<th>Occupancy</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Joint Staff</td>
<td>80%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>OUSD(P)</td>
<td>75%</td>
<td>Signed Deputy Secretary memo</td>
</tr>
<tr>
<td>Navy</td>
<td>75%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>OATSD(PA)</td>
<td>65%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>NGA Pentagon Office</td>
<td>Up to 100%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>OUSD(I&amp;S)</td>
<td>65%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>Air Force</td>
<td>65%</td>
<td>Captured in DoD request to OMB</td>
</tr>
<tr>
<td>Army</td>
<td>65%</td>
<td>Captured in DoD request to OMB</td>
</tr>
</tbody>
</table>

On Monday, August 2, 2021, DA&M transitioned the Pentagon Reservation to HPCON Bravo (ref c) which directed that organizations are to maintain occupancy rates at less than 50% of normal occupancy with exceptions approved by the DA&M. It further states that Pentagon tenants that previously received HPCON Bravo occupancy exceptions are not required to resubmit their requests. Therefore, the exception requests captured in the table above remain approved for HPCON Bravo. However, any further requests by organizations not captured
above, or new requests for exceptions to occupancy workplace limits, must be forwarded to the
DA&M for review in accordance with reference (b). Should the Pentagon Reservation transition
to HPCON Bravo Plus or higher restriction, all existing approved exceptions will be voided;
therefore, organizations will be required to submit new exception requests.

This guidance and exceptions to workforce occupancy limits are subject to change as the
Department takes appropriate public health measures aligned with CDC guidelines. I encourage
you to anticipate the potential for additional restrictions on Pentagon occupancy in the weeks
ahead and plan accordingly.

As the levels of community transmission increase, particularly during the recent rise of
community spread due to the Delta variant of the COVID-19 virus, our best protection is
vaccination. As the Secretary stated in his recent Message to the Force memo, dated August 9,
2021 – “I strongly encourage all DoD military and civilian personnel -as well as contractor
personnel -to get vaccinated now…”

My point of contact for this is Tom Muir, Office of the DA&M, available at
thomas.m.muir.civ@mail.mil, 703-692-7046 (direct), or 703-692-7138 (office).

Michael B. Donley

cc:
Special Assistant to the Secretary of Defense
for Protocol
CEO, Armed Forces Retirement Home