



DEPARTMENT OF THE AIR FORCE  
377TH AIR BASE WING (AFGSC)

15 May 2020

MEMORANDUM FOR 377 ABW PERSONNEL AND KIRTLAND MISSION PARTNERS

FROM: 377 ABW/CC  
2000 Wyoming Blvd, Bldg 20604  
Kirtland AFB NM 87117

SUBJECT: Kirtland AFB Directive Regarding Coronavirus-19 (aka COVID-19)  
Supersedes Previous Memo dated 19 Mar 2020 (ICD009) and Memo dated 27 Mar 2020 (ICD 013)

- References:
- (a) Center for Disease Control, Travel Recommendations
  - (b) New Mexico Department of Health Social Distancing and Travel Recommendations
  - (c) DoDI 5200.08 Security of DoD Installations and Resources and the DoD Physical Security Review Board (10 Dec 2005, Incorporating Change 3, 20 Nov 2015), Para 3.2
  - (d) USD/P&R, Memo 30 Jan 2020, Force Health Protection Guidance for the Novel Coronavirus Outbreak
  - (e) AFI 10-2519, *Public Health Emergencies and Incidents of Public Health Concern*

1. Installation commanders have the inherent authority to take reasonably necessary actions to protect the health and safety of personnel on the installation and ensure mission accomplishment. Pursuant to DoD guidance on the emerging threat of the COVID-19, the following directive is effective immediately to protect personnel on Kirtland Air Force Base (KAFB).

2. All persons, to include service members, dependents, civilian employees, retirees, contractors and individuals unaffiliated with the DoD are subject to the following restriction of movement (ROM) measure; they are restricted from entering KAFB if they meet the following criteria (for persons who live on KAFB, also see paragraph 4 below):

- a. They have been outside the State of New Mexico after 13 March 2020 for any period of time, and arrived/returned via commercial travel;
- b. They have had direct, sustained contact with a symptomatic person (fever, shortness of breath, cough, chills, muscle pain, sore throat, and loss of taste or smell); or
- c. They have tested positive for COVID-19 or have come in direct, sustained contact with persons who have tested positive for COVID-19 (Note: Direct, sustained contact is defined as being within six feet of the person for longer than 10 minutes).

3. Units, organizations, and individuals sponsoring a person for installation access who meet the restriction criteria defined in paragraph 2 will immediately report the date of departure of the person from their location outside of New Mexico to their unit commander or supervisor. The affected person is restricted from entering KAFB until a total of 14 days have elapsed upon return. Further, the affected person will follow all procedures and public health protocols recommended by 377th Medical Group.

a. Those requesting sponsorship of members to access KAFB for official business, excepting the 14-day requirement, will submit an exception to policy (ETP) validating mission essential needs. ETPs will be routed through the sponsor's organizational chain of command to the 377 MDG Chief of Medical Staff via email ([usaf.kirtland.377-mdg-cc-admin@mail.mil](mailto:usaf.kirtland.377-mdg-cc-admin@mail.mil)) for consideration to determine if criteria has been met. Final ETP approval will be made on a case-by-case basis by the 377 ABW/CV.

b. ETP requests, excepting the 14-day requirement, based on hardship/humanitarian needs will submit an exception to policy (ETP) validating mission essential needs. ETPs will be routed through the sponsor's organizational chain of command to the 377 MDG Chief of Medical Staff via email ([usaf.kirtland.377-mdg-cc-admin@mail.mil](mailto:usaf.kirtland.377-mdg-cc-admin@mail.mil)) for consideration to determine if criteria has been met. Final ETP approval will be made on a case-by-case basis by the 377 ABW/CV.

4. Persons subject to this access restriction who live on KAFB will be allowed to self-isolate for a period of 14 days in their place of residence. If further concerns or new symptoms arise, please call (505) 846-3200 and after hours (1600-2000) please call (505) 252-1699. If Public Health determines that a KAFB resident should not be allowed access to, or to remain on, KAFB, that restriction decision will be made on a case-by-case basis by 377 ABW/CV or me.

5. Release from ROM requires compliance with specific criteria but can occur in a few ways. In most cases, the decision to discontinue ROM should be made in coordination with the 377th Medical Group Public Health Department.

a. Asymptomatic: At the end of the 14-day isolation period, if the individual did not develop symptoms consistent with COVID-19, then no additional testing is required and the first O-6/GS-15 equivalent in the chain of command may approve the discontinuation of ROM.

b. If during the 14-day ROM the individual becomes symptomatic and is negative for COVID-19, then the individual will be followed by their healthcare provider using the following protocol:

1) If clinically improved, the individual will complete the 14-day ROM;

2) At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g. cough, shortness of breath); and

3) At least 10 days have passed since symptoms first appeared.

c. For symptomatic individuals with a POSITIVE COVID-19 test, healthcare providers will make a determination for release of ROM using the following protocol:

1) At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications; and improvement in respiratory symptoms (e.g. cough, shortness of breath); and

2) At least 10 days have passed since symptoms first appeared.

6. This directive is for widest dissemination. Any person who attempts to enter or enters KAFB in violation of this directive could face prosecution under 18 U.S.C. Section 1382 or applicable state law, as well as debarment action.



DAVID S. MILLER, Colonel, USAF  
Commander