



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 375TH AIR MOBILITY WING (AMC)**

27 March 20

MEMORANDUM FOR DISTRIBUTION

FROM: 375 AMW/CC
101 Heritage Drive
Scott AFB, IL 62225

SUBJECT: Scott Air Force Base COVID-19 Mission Command Guidance

1. In order to align with national, state, and local emergency health proclamations, I declared a Public Health Emergency at Scott Air Force Base on 16 March 2020. The base is currently in Health Protection Condition Charlie. As stated in the HPCON Charlie Procedures Memo dated 26 March 2020, this change is under Headquarters direction to decrease the risk of community spread and is not a result of heightened local infection rates.
2. Team Scott Unit Commanders continue to be responsible for identifying military, civilian, and contract personnel who are necessary to support ongoing global operations. Those deemed necessary will be present for duty or working in a telework posture. Unit Commanders should continue to maximize telework, prioritizing medically high risk personnel.
3. Admin leave should continue to be reserved only for members whose positions do not translate to telework per their unit commanders. The status of civilians under this order will be reevaluated, at a minimum, every 30 days.
4. Child Development and Youth Center services will remain open but will be limited to those who are already enrolled and whose sponsors are identified as necessary by their Unit Commanders. Some base restaurants and dining facilities will remain open but will be limited to take-out only services.
5. Public Affairs continues to release and maintain a list of local Frequently Asked Questions regarding this crisis to be posted on the Scott Air Force Base Facebook Page and official website at www.scott.af.mil. Immediate medical related questions regarding COVID-19 should be directed to the Nurse Advice Line at 1-800-TRICARE. All other local COVID-19 concerns can be routed to the 375th Air Mobility Wing Emergency Operations Center at 618-256-4506.
6. This supersedes the Mission Command Guidance issued on 16 March 2020.

JOSEPH R. MEYER, Colonel, USAF
Commander