

SHORT TITLE: CONTRACTOR COVID-19 DISINFECTION REQUEST  
INSTALLATION EOC DIRECTIVE NUMBER: COVID-19-04  
DATE/TIME: 25 MAR 2020/0800L

1. THIS DIRECTIVE APPLIES TO ALL UNITS/MISSION PARTNERS LOCATED ON THE SCOTT AFB INSTALLATION.

2. ALL UNITS ARE REQUESTED TO FOLLOW THE PROCEDURES BELOW FOR COVID CONTRACTOR "DEEP CLEANING" DISINFECTION REQUESTS:

A. THIS CLEANING SERVICE IS PRIMARILY MEANT TO BE USED FOR WORKSTATIONS THAT WERE OCCUPIED BY A MEMBER THAT HAS PRODUCED A **POSITIVE COVID-19 TEST**. CLEANING OF COVID-19 SUSPECTED AREAS WILL ONLY BE CONDUCTED AHEAD OF TEST RESULTS IN LOCATIONS THAT ARE 24 HOUR OPERATIONS WITH NO OTHER WORKSTATIONS THAT CAN BE UTILIZED. WORKSTATIONS SHOULD BE CORDONED OFF DURING WAIT TIME FOR TEST RESULTS.

B. COMMANDERS AND FACILITY MANAGERS SHOULD ISOLATE THE POTENTIALLY AFFECTED AREAS. FACILITY MANAGERS AND/OR APPOINTED INDIVIDUALS SHOULD IMMEDIATELY PROVIDE THE BELOW INFORMATION TO THE FOLLOWING CONTACTS:  
CE CUSTOMER SERVICE (24 HR): 618-256-2202 | DSN 576-2202  
EOC 618-256-5971 AND ORG BOX EMAIL: [375.ces.cex-02@us.af.mil](mailto:375.ces.cex-02@us.af.mil)

- (1) FACILITY NUMBER AND LOCATION
- (2) POINT OF CONTACT
- (3) EMAIL
- (4) PHONE NUMBER

C. IF IT IS A SECURED AREA, THE ORGANIZATION WILL NEED TO PROVIDE ESCORTS FOR THE CONTRACTOR. THE CONTRACTOR WILL PROVIDE THE APPROPRIATE PPE FOR THE ESCORT IF REQUIRED. ALL ACTIVITIES SHALL FOLLOW THE LATEST CLEANING AND DISINFECTION RECOMMENDATION FOR COVID-19 FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC).

3. DISTRIBUTE THIS DIRECTIVE TO ALL SAFB MISSION PARTNERS AND UNIT PERSONNEL AS REQUIRED.

SIGNED BY EOC DIRECTOR: MR. JOHN AHERN

DRAFTED BY: NRBT

QUESTIONS: 256-4506