



DEPARTMENT OF THE ARMY
HEADQUARTERS, ARMY RESERVE AVIATION COMMAND
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FORT KNOX, KY 40121-4211

AFRC-AKY-CG

19 November 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Commanding General COVID-19 Mitigation Policy

1. Protecting the force and preserving combat power remains my number one priority. I fully expect all commanders and leaders to aggressively implement COVID-19 mitigation strategies. All leaders will ensure the following basic preventive measures are followed:

- a. Stay home if sick. Those who do not feel well must remain away from the workplace. Take care of each other by staying home.
- b. Work within “work-bubbles” to limit exposure risk.
- c. Maintain six (6) feet distance from others and wear a mask if that is not possible.
- d. Wipe down high touch areas and work stations daily.
- e. Anyone who came into close contact with a COVID positive person will isolate and remain away from the workplace for 14 days from the last contact.

Example: Anyone who came into contact with a COVID positive work-bubble member on 1 Nov must remain away from the workplace through 15 Nov (be on leave or telework) and return to work on 16 Nov.

- f. When and where practical, screen employees and visitors.

2. Teleworking is a tool for leaders. All leaders and supervisors are encouraged to liberally authorize telework (for both civilians and military members) in order to protect the force and achieve the mission effectively. Leaders and supervisors are expected to ensure proper telework protocols are followed and monitor effectiveness of the work arrangement.

3. Upon receipt of an approval to return to work by a Public Health personnel, ARAC employees and Soldiers will remain away from their workplace for an additional seven (7) calendar days. Such personnel may take leave or telework.

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Example: A Soldier receives a discharge letter permitting return to work on 8 Nov 2020. From 8 - 15 Nov, the Soldier can telework and will remain away from the workplace until 16 Nov when he reports back to the workplace.

4. POC is MAJ Richelle Healey at richelle.l.healey.mil@mail.mil or the ARAC surgeon's team at usarmy.usarc.arac.list.hq-surgeon-group@mail.mil.

H. ALLAN CUTCHIN
Brigadier General, U.S. Army
Commanding

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