Date

MEMORANDUM FOR [INDIVIDUALS SUBJECT TO ADVANCED MEDICAL MONITORING]

FROM: [Squadron Commander’s Office Symbol]

SUBJECT: Advanced Medical Monitoring (AMM) Instructions for Personnel Arriving at Altus AFB

1. Due to your recent travel with a potential exposure to Coronavirus Disease 2019 (COVID-19), it is imperative that you enter into a period of self-observation and restricted movement for the health and safety of the personnel assigned to Altus AFB and in the surrounding communities. You are expected to follow the directions and guidance herein.

2. You will remain in AMM status for a period of 14 days from the date you arrived in Oklahoma. Throughout the AMM period, you should actively monitor your health by taking your temperature twice per day to check for fever and remain alert for development of cough or difficulty breathing. If you develop flu-like symptoms, including fever, cough, or shortness of breath, you must follow the self-reporting policy contained in *97 AMW Policies and Directives Regarding Coronavirus Disease 2019 (COVID-19)* (hereinafter, “*COVID-19 Policies and Directives*”).

3. COVID-19 is a highly contagious disease. The following measures are necessary to ensure you do not transmit the disease to others:

 a. Military Personnel: Throughout your AMM period, you are required to maintain heightened standards of social distancing, hygiene, and sanitation, both on and off the installation. At work, you must avoid in-person interactions with other individuals to the maximum extent possible and wear a mask when you cannot avoid in-person interactions. You are not permitted to attend meetings or other mass gatherings in person. Whenever outside of your residence or office and in an indoor space, you must wear a cloth face covering that meets the specification described in the *COVID-19 Policies and Directives*. You must wash your hands or use hand sanitizer frequently. You may engage in essential errands both on and off base. Personnel PCSing or accessing to Altus AFB are permitted to accomplish house hunting, receipt of household goods, and initial check-in to the Military Personnel Flight. All other in-person in-processing will be delayed until the completion of the AMM period.

 b. Civilian Personnel: Throughout your AMM period, you are required to maintain heightened standards of social distancing, hygiene, and sanitation while on the installation. At work, you must avoid in-person interactions with other individuals to the maximum extent possible and wear a mask when you cannot avoid in-person interactions. You are not permitted to attend meetings or other mass gatherings in person. Whenever outside of your office and in an indoor space, you must wear a cloth face covering that meets the specification described in the *COVID-19 Policies and Directives*. You must wash your hands or use hand sanitizer frequently. You are not prohibited from engaging in essential errands on the installation. Personnel on-boarding to Altus AFB are permitted to accomplish the minimum necessary in-person on-boarding as determined by the Civilian Personnel Office. All other in-person on-boarding will be delayed until the completion of the AMM period.

 c. Detailed instructions on home care, disinfecting, and preventing the spread of COVID-19 are attached hereto. You are expected to read and abide by this information.

4. These actions are necessary to safeguard the health of your fellow Airmen and ensure the safety of the community. Thank you in advance for your fortitude and support to our mission through these uncertain times.

 NAME, Rank, USAF

 Commander

Attachment:

Detailed Instructions re: COVID-19