



**DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
JOINT FORCE HEADQUARTERS-ALASKA  
OFFICE OF THE ADJUTANT GENERAL  
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10 April 2020

Commander's Note #13

FROM: JFHQ AKNG/OTAG

SUBJECT: Facility Entrance Screening Procedures

1. The current crisis requires we take measures to ensure the health and vitality of the workforce. One of the measures we have taken in an effort to preserve the health of the force is facility entrance screening. Screening has begun at building 49000 and will be implemented at all Alaska National Guard facilities in the near future.
2. Screening allows us to identify possible at-risk populations and persons who may not realize they are exhibiting symptoms. Social distancing and daily screening or health checks of staff are CDC's two most recommended mitigations besides telework.
3. The screeners will ask four questions:
  - a. Have you had any mild respiratory issues, cold, or any other symptoms related to COVID-19?
  - b. Have you traveled out of state or internationally within the past 14 days?
  - c. Have you recently been instructed to quarantine or isolate?
  - d. Have you had contact with anyone who has been diagnosed with COVID-19?
4. Temperature screenings will be implemented upon acquisition of no-touch thermometers.
5. If anyone answers affirmatively to any of these questions or has a temperature above 100.4, they will not be allowed access to the facility and will be instructed to contact their supervisor for further direction.

A handwritten signature in black ink, appearing to read "Torrence W. Saxe", is positioned above the typed name.

TORRENCE W. SAXE, Maj Gen, AKNG  
The Adjutant General