



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 100TH AIR REFUELING WING (USAFE)
ROYAL AIR FORCE MILDENHALL, ENGLAND**

5 November 2020

MEMORANDUM FOR ALL TRANSIENT & TEMPORARY DUTY PERSONNEL AT RAF MILDENHALL

FROM: 100 ARW/CC

SUBJECT: RAF Mildenhall COVID-19 Policy For Transient & TDY Personnel

Welcome to RAF Mildenhall. While here, our goal is to ensure the safety of you and your crew at all times. We are confronting unprecedented challenges in our concerted effort to contain the 2019 Novel Coronavirus (COVID-19). As we continue to battle this pandemic, your safety as well as the safety of our Airmen, families, and well-being of our local communities, is paramount. The 100 ARW/CC reserves the right to restrict movement for any member failing to adhere to host nation, DoD, USAF, or 100 ARW policies.

Screening. All personnel projected to travel to RAF Mildenhall will be screened upon initial arrival to RAF Mildenhall IAW latest DoD/UK/FCIF/RAFM guidance. The discovery of any COVID-19 symptoms will be handled IAW 100 ARW isolation policies. Local sponsors will ensure personnel meet screening requirements prior to departure as required by current DoD/FCIF/RAFM guidance.

Restriction of Movement (ROM). All personnel arriving at RAF Mildenhall will be subject to UK/RAFM quarantine requirements in effect at that time unless in possession of a United States Visiting Forces Essential Defense Activities Exemption. The exemption is intended to be of limited use and only for those personnel that must perform essential defense activities within their first 14 days in the UK, but at minimum may include a ROM to base during their initial 14 days after arrival. Exemption requests shall be coordinated through the sponsoring RAFM unit, to the 100 ARW Commander for approval/disapproval (exception: units sponsored by 352 SOW shall seek exemption approvals through the 352 SOW Commander). For some personnel this may result in the complete prohibition of movement and quarantine to their room during their initial 14 days after arrival.

Exception: Currently, only transient aircrew/personnel (considered "airside" for a 24-hour enroute stop) and those personnel executing activities listed in Attachment 1 *Essential Defense Activities List* have received a Ministry of Defense Exemption from UK quarantine regulations and will work with their local sponsor to ensure all required paperwork has been completed and is in their possession.

All transient personnel will continuously self-monitor for symptoms of fever, difficulty breathing, and cough. In the event of symptoms, and if not already in quarantine, the member will immediately quarantine in their room IAW latest DoD/RAFM guidance, contact the 48 MDG appointment line at DSN 314-226-8010 during normal duty hours or 100 ARW Command Post after hours at DSN 314-238-2121 and notify their local sponsor. The member may be moved to a different room or facility during their isolation period and will continue to isolate until they have been released by a medical provider. Should the member test positive for COVID-19, they may be moved to a different room or facility during their self-isolation period. Personnel who have been in contact with a COVID-19 infected person will contact 48 MDG Public Health. DSN 314-226-8777 during normal duty hours or the 100 ARW Command Post after hours. The designated supervisor, stage manager, troop commander, mission commander, or aircraft commander are responsible for daily care and feeding of quarantined and self-isolated members.

Restricted Travel. All transient personnel must adhere to ever-changing UK/DoD/RAFM policy of COVID-19 restrictions. There is a heightened sensitivity to US military members breaking UK policy and infractions will gain installation commander attention. Personnel are prohibited from leaving the installation unless transported to RAF Lakenheath or RAF Feltwell by RAF Mildenhall personnel in a Government-owned Vehicle (GOV) for official business only.

Lodging. Transient aircrew/personnel will be solely billeted on the installation until off-base lodging capacity is restored, in either the Gateway Inn or as directed by the 100 ARW/CC. Members may be double-billeted based on capacity and may need to bring linens, towels, and other personal items should contingency billeting arrangements be required. Transient aircrew/personnel will remain in their rooms to the maximum extent possible and limit contact with other unless mission requirements dictate otherwise.

Food. All personnel, not in quarantine or isolation status are authorized to use the Dining Facility and Flight Kitchen. Members will be required to adhere to physical distancing and face covering policies as directed for each facility. On a case-by-case basis and as necessity dictates, the aircraft commander, designated crewmember or troop commander may make limited trips to the Commissary, BX and/or BX Express to buy required items for their crew/troops. If this occurs, the individual shall follow all COVID-19 hygiene protocols.

Transportation. 100 LRS will transport aircrew and MEP from the aircraft to command post, lodging, base operations and the base armory as applicable. Keep in mind buses are fitted for separation from the driver and only utilize half of the normal available room. Passengers will be transported to the passenger terminals by the 727 AMS and will then proceed to lodging by foot. Local sponsors are responsible for assisting with transportation requirements beyond these services.

Physical Distancing. Personnel will adhere to social distancing requirements as defined by current UK guidance which can be found at <https://www.gov.uk/coronavirus>. Additionally, unless mission related duties dictate, personnel will minimize group footprint. Gatherings are limited to the immediate crews/troops and will adhere to group size requirements as defined by current UK guidance. Crews/troops will avoid areas that put transient personnel and the base populace at risk. For all gatherings, proper COVID protocol is mandatory, even among aircrew/troop, while on RAF Mildenhall.

Face Coverings/PPE. All military personnel are mandated to wear cloth face coverings on-base when they cannot maintain six feet (2 meters) of physical distancing, unless otherwise approved by their unit commander or equivalent based on mission requirements. On-base facilities may deny entry to those not wearing face coverings. While off base face coverings will be worn IAW UK guidance. Face coverings can include cloth items on hand such as masks, neck gaiters, neck warmers, balaclavas, or scarves. Military members in uniform and any on-duty personnel utilizing a cloth face covering will ensure they are conservative, professional, clean and serviceable to adhere to standards. The designated supervisor, stage manager, troop commander, mission commander, or aircraft commander may grant exceptions for safety reasons, such as aircrew operations, or when operating with other PPE requirements where a face mask would interfere with safely completing the mission. Personnel and units transiting or staging operations from RAF Mildenhall will supply their own PPE, including face coverings, as directed by host nation and DoD guidance.

10. Please direct questions to the 100 ARW Front Office at DSN 314-238-0100 during normal duty hours or the 100 ARW Command Post after hours at DSN 314-238-0100 or email at 100arw.cce@us.af.mil.



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