



THE ASSISTANT SECRETARY OF THE NAVY
(MANPOWER AND RESERVE AFFAIRS)
1000 NAVY PENTAGON
WASHINGTON, D. C. 20350-1000

April 5, 2020

MEMORANDUM FOR ASSISTANT SECRETARIES OF THE NAVY
CHIEF OF NAVAL OPERATIONS
COMMANDANT OF THE MARINE CORPS

SUBJECT: COVID-19 – Requirement for Face Coverings on DoD Installations

As the situation with COVID-19 evolves, we continue to issue guidance and respond with the underlying focus on our people and our mission. You are well aware the situation is dynamic and subject to change with increasing force health protection (FHP) threat in areas where Department of the Navy (DON) personnel live and work.

In response to the global situation with the Novel Coronavirus Disease (COVID-19), the Centers for Disease Control and Prevention (CDC) recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain, especially in areas of significant community-based transmission. Military personnel, Department of Defense (DoD) civilian employees, their family members, and DoD contractors are strongly encouraged to follow CDC guidelines on the use of cloth face coverings at all times. Effective immediately, to the extent practical, all individuals on DoD property, installations, and facilities are required to wear cloth face coverings when they cannot maintain six feet of social distance. This includes all:

- Military Personnel
- DoD Civilian Employees
- Family Members
- DoD Contractors
- All other individuals on DoD property, installations, and facilities

Exceptions to this requirement may be granted by local commands, who may further delegate this authority no lower than individuals occupying supervisory positions. Exceptions authorized will be submitted to the first Flag Officer, General Officer or Senior Executive in the chain of command for awareness. Security personnel may require the lowering of face covers to verify identification.

The Navy and the Marine Corps will provide Service-specific uniform guidance for military personnel.

For civilian employees, DoD contractors and anyone entering a DoD installation, facility, or property, the following steps should be followed.


- Effective immediately, any face covering that is conservative in appearance, not offensive, and conforms to the below CDC guidance is acceptable. The covering must:
 - fit snugly but comfortably against the side of the face
 - be secured with ties or ear loops
 - include multiple layers of fabric
 - allow for breathing without restriction
 - be able to be laundered and machine dried without damage or change to shape

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- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape
- Directions for how to produce these masks can be found on the CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

The health and well-being of our employees remains our top priority and we encourage employees and their families to take steps recommended by the CDC. Our intent is to continue to communicate with you, support our mission, while taking prudent COVID-19 precautions.

Local human resource offices shall inform bargaining unit representatives that these requirements are in accordance with 5 U.S.C. 7106 (a)(2)(D), and questions related to DoD contractors should be directed to the appropriate contracting officer. My POC for military personnel is CAPT Sharon Ruest (sharon.ruest@navy.mil) and for civilian personnel is Ms. Sandra Ringer Mendoza (sandra.ringermendoza@navy.mil).


for Gregory J. Slavonic

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