

From: (b)(3):10 USC 424;(b)(6)

To:

Subject: CIG WORKFORCE UPDATE 06APR2020

Date: 2020/04/06 10:31:50

Priority: Normal

Type: Note

Classification: ~~UNCLASSIFIED//FOUO~~

=====

06 April 2020/1700 EST
DIA Health Protection Condition (HPCON): Charlie OPORD

****New Data****

(U) If you might be getting sick, stay home! Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow guidance, and **could result in administrative action.**

(U) The DIA Office of the Surgeon General (OSG) recognizes that personnel may choose to wear surgical masks in the workplace. More guidance will be provided in the upcoming days. Below is some information on surgical masks and respirators:

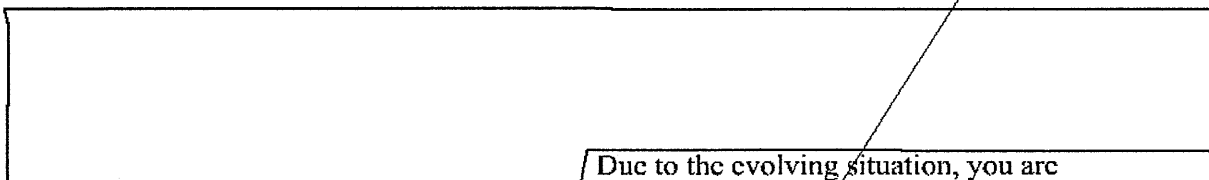
- **(U) Surgical masks:** FDA approved and designed to help prevent contamination of the work environment from large droplets generated by the wearer (e.g. spit, mucous). Masks can be used when close contact might be expected (lunchroom, walking the hallways, etc.) and removed when personal distance can be maintained (in office, sitting at well-separated desks, etc.).

- • (U) **Respirators:** graded by the percentage of airborne droplets they will filter out, and are certified by the National Institute of Occupational Safety and Health, which is reflected on the packaging. Respirators should be reserved for use by medical personnel or by individuals who are at high risk for personal exposure from COVID-19; supplies are currently very limited.

****End New Data****



(b)(3):10 USC 424



Due to the evolving situation, you are advised to regularly check the DIA website and the CIGG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor. ** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.

(U) DIA Director Critical Information Requirements All

employees should avoid inadvertently spreading possible contagions by going straight to their desks upon arriving at work. Detours and delays increase the potential risk of infection. Practice social distancing by avoiding face-to-face meetings and conducting business by telephone, VOIP, Tandberg, or other available options. Avoid touching surfaces and use body parts other than fingers (e.g., elbows or wrists) when you must. Use the hand sanitizers at the main entrances and dispersed throughout the building.



Page 072 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

Non Responsive Record

~~(U//FOUO)~~ **DIA Surgeon General Update** If you are self-monitoring, have a test pending, tested positive, or were diagnosed with COVID-19, you are not permitted into any DIA facility until you have been approved by the OSG. This applies to ALL personnel working in ALL DIA facilities (military, civilian, or contractor). Absolutely no one can approve you coming back into the building other than the OSG. OSG will need the name and contact number(s) for the employee. Individuals sent home for self-monitoring, individuals with pending or positive COVID-19 tests, or who have been diagnosed COVID-19 positive, will

Page 1 of 1

Withheld pursuant to exemption

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

of the Freedom of Information and Privacy Act

example, if you work at Reston and need to communicate with HQ, call or use a Tandberg whenever possible.

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

(U) Office/Special Office/IIC Information

(U) The DI's top priority continues to be "protect the workforce." As such, DI has implemented a staffing plan that seeks to optimize the available workforce by limiting the number of officers in the workplace at any given time and by establishing a strategic reserve used to supplement gaps due to illness, isolation, daycare needs, or at-risk personnel not available.

The exceptions in DI are NCM1 and MARS, which continue to operate with 100 percent of available personnel, working daily on these critical mission areas.

- (U) [redacted] officers aligned to perform DI's mission-essential functions on a week-on/week-off schedule. Each team represents ~25 percent of the respective offices' overall manning, with some variations due to mission requirements.
 - (U) [redacted] strategic reserve, used to supplement gaps.
- (U) [redacted] officers who are not available to work right now. This includes officers identified as "At Risk", have daycare requirements, are in self-isolation, or are sick. [redacted] priority, for those not sick or performing daycare, is telework.

Page 077 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

Page 078 of 234

Withheld pursuant to exemption

(b)(3):10 USC 424;(b)(6)

of the Freedom of Information and Privacy Act



COVID-19 Integration and Coordination Group (CICG)

Agency-level Workforce Update

06 April 2020/1700 EST

DIA Health Protection Condition (HPCON): Charlie OPORD

BREAKING NEWS

****New Data****

(U) If you might be getting sick, stay home! Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow guidance, and **could result in administrative action.**

(U) The DIA Office of the Surgeon General (OSG) recognizes that personnel may choose to wear surgical masks in the workplace. More guidance will be provided in the upcoming days. Below is some information on surgical masks and respirators:

- (U) **Surgical masks:** FDA approved and designed to help prevent contamination of the work environment from large droplets generated by the wearer (e.g. spit, mucous). Masks can be used when close contact might be expected (lunchroom, walking the hallways, etc.) and removed when personal distance can be maintained (in office, sitting at well-separated desks, etc.).
- (U) **Respirators:** graded by the percentage of airborne droplets they will filter out, and are certified by the National Institute of Occupational Safety and Health, which is reflected on the packaging. Respirators should be reserved for use by medical personnel or by individuals who are at high risk for personal exposure from COVID-19; supplies are currently very limited.

****End New Data****

(b)(3):10 USC 424

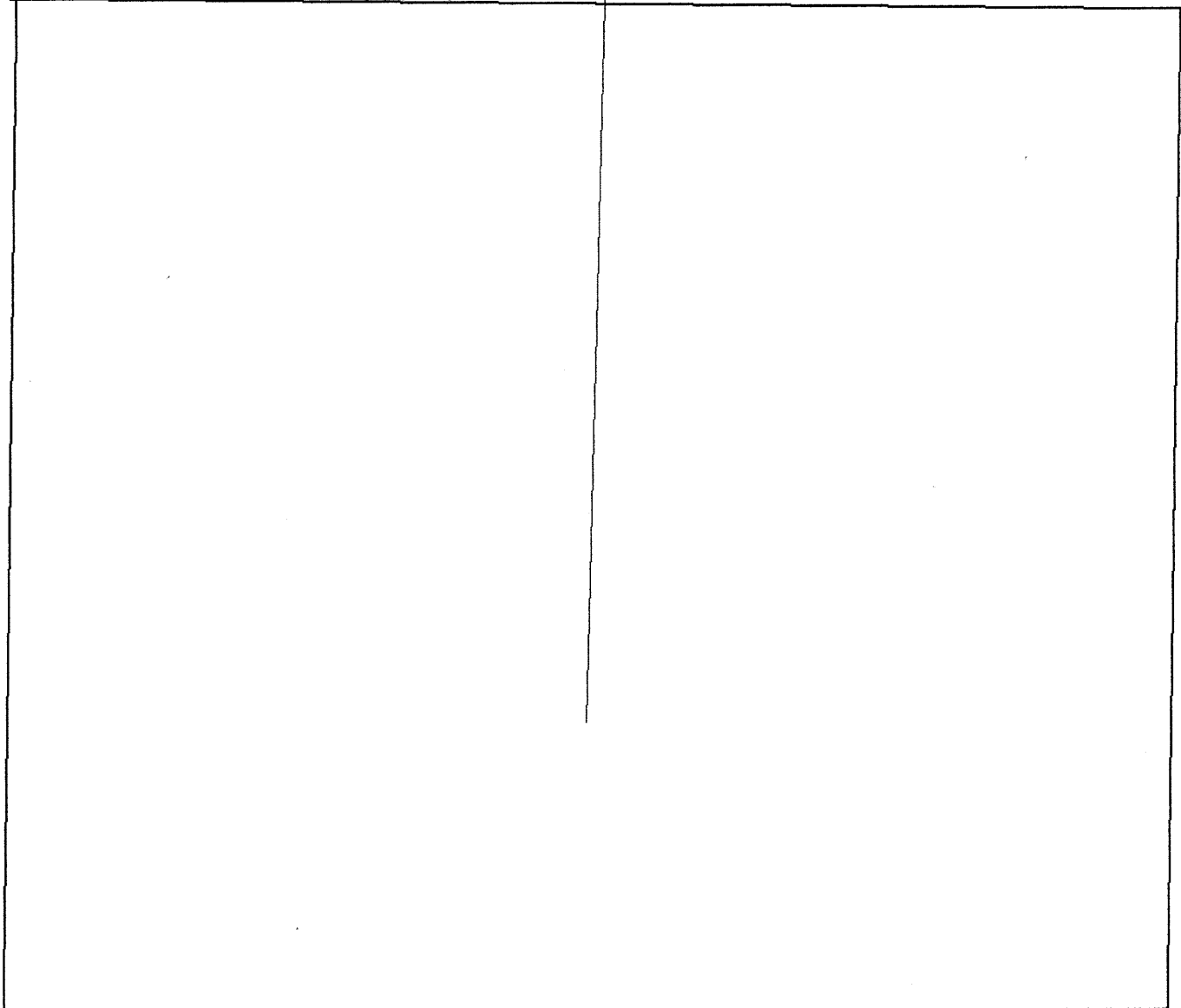
** Due to the evolving situation, you are advised to regularly check the DIA website and the CICG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor.

** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.

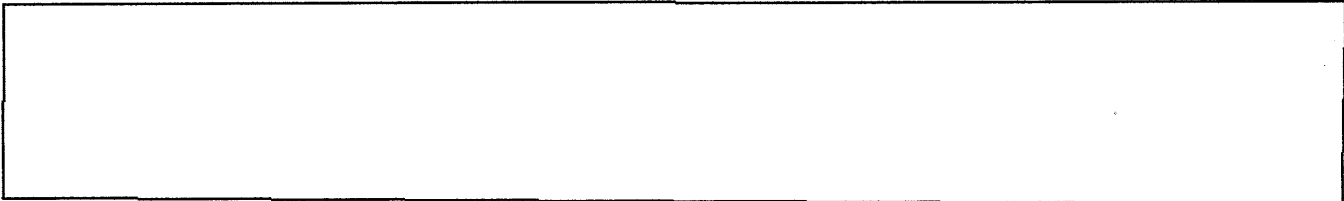
(U) DIA Director Critical Information Requirements All employees should avoid inadvertently spreading possible contagions by going straight to their desks upon arriving at work. Detours and delays increase the potential risk of infection. Practice social distancing by avoiding face-to-face meetings and conducting business by telephone, VOIP, Tandberg, or other available options. Avoid touching surfaces and use body parts other than fingers (e.g., elbows or wrists) when you must. Use the hand sanitizers at the main entrances and dispersed throughout the building.

(b)(3):10 USC 424

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~



~~(U//FOUO)~~ **DIA Surgeon General Update** If you are self-monitoring, have a test pending, tested positive, or were diagnosed with COVID-19, you are not permitted into any DIA facility until you have been approved by the OSG. This applies to ALL personnel working in ALL DIA facilities (military, civilian, or contractor). Absolutely no one can approve you coming back into the building other than the OSG. OSG will need the name and contact number(s) for the employee. Individuals sent home for self-monitoring, individuals with pending or positive COVID-19 tests, or who have been diagnosed COVID-19 positive, will have their DIA IC badges turned off until they are approved for return by the OSG.



~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

(U) Travel Guidance If you, or someone living with you, **traveled to or from, or stopped in**, any foreign country, or the states of California, Colorado, Florida, Louisiana, Massachusetts, New Jersey, New York, Texas, or Washington within the past 14 days, you may not access any DIA facility. You must return home and self-monitor for 14 days before requesting a medical clearance to return to work. If you have symptoms, such as cough, fever, or shortness of breath, call your medical provider and notify your supervisor. In keeping with the District of Columbia, Maryland, and Virginia Governors' "Stay-at-Home" orders, travel should be limited to home and duty station, unless traveling for gas, food, and medical emergencies, or as stated in the Executive Orders.

Links: [Maryland Executive Order](#) | [Virginia Executive Order](#) | [D.C. Executive Order](#)

(U) CDC COVID-19 Statistics

****New Data** ICOD 05 1200L APRIL 2020**

(U) Nationwide: 311,536 **(+65,963)** confirmed cases; 8,499 **(+2,441)** deaths

(U) States of Interest:

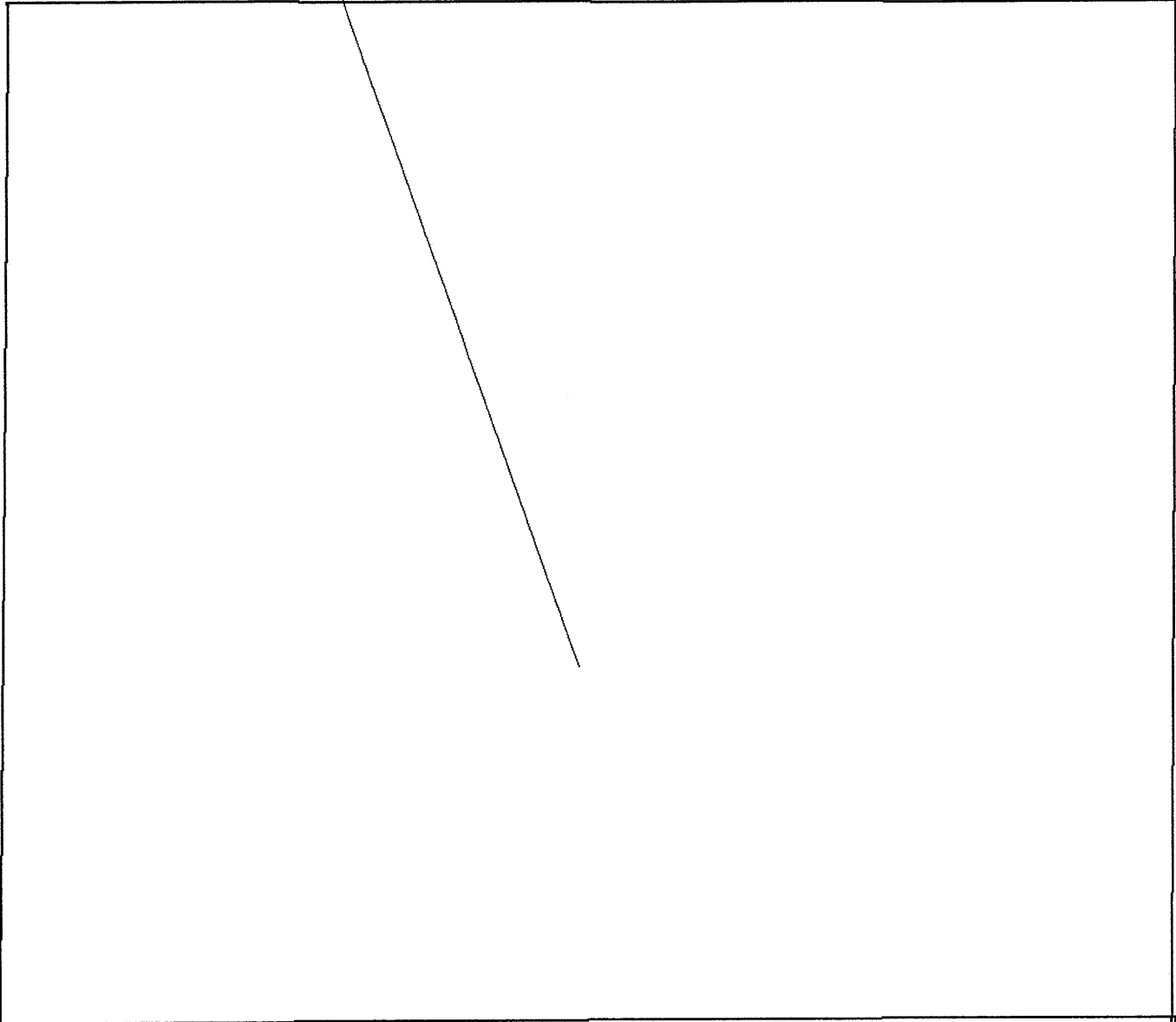
- (U) Alabama: 1,633 **(+363)** confirmed cases; 44 **(+12)** deaths
- (U) Colorado: 4,574 **(+846)** confirmed cases; 126 **(+30)** deaths
- (U) District of Columbia: 902 **(+249)** confirmed cases; 21 **(+9)** deaths
- (U) Florida: 11,537 **(+2,537)** confirmed cases; 194 **(+50)** deaths
- (U) Hawaii: 349 **(+66)** confirmed cases; 3 **(+1)** deaths
- (U) Illinois: 10,357 **(+2,662)** confirmed cases; 248 **(+83)** deaths
- (U) Maryland: 3,125 **(+794)** confirmed cases; 54 **(+18)** deaths
- (U) Nebraska: 339 **(+66)** confirmed cases; 8 **(+2)** deaths
- (U) Virginia: 2,407 **(+701)** confirmed cases; 52 **(+11)** deaths

****End New Data****

(b)(3):10 USC 424

(U) JBAB Base Access

(b)(3):10 USC 424



(U) Office/Special Office/IIC Information

(U) The DI's top priority continues to be "protect the workforce." As such, DI has implemented a staffing plan that seeks to optimize the available workforce by limiting the number of officers in the workplace at any given time and by establishing a strategic reserve used to supplement gaps due to illness, isolation, daycare needs, or at-risk personnel not available.

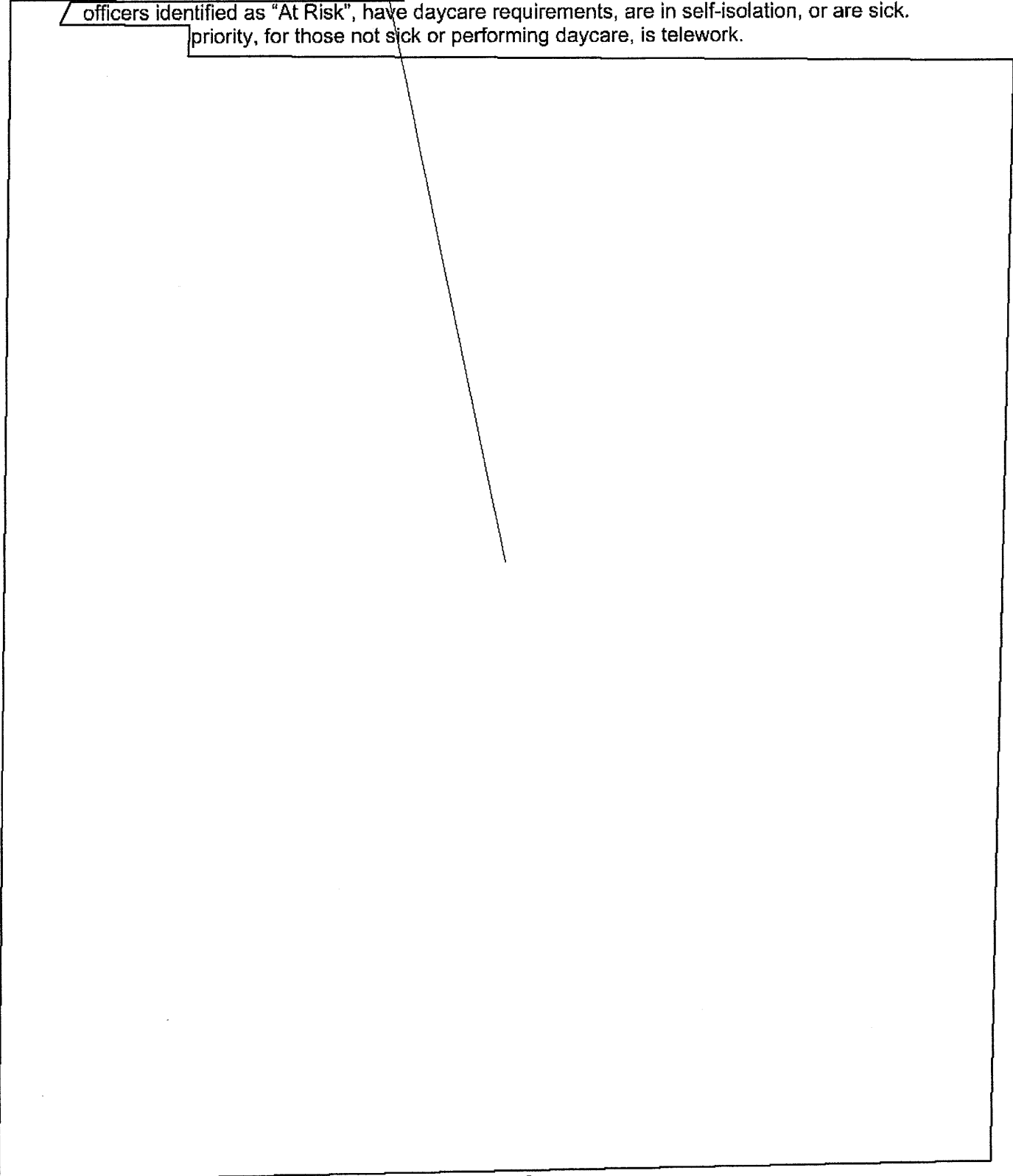
The exceptions in DI are NCMI and MARS, which continue to operate with 100 percent of available personnel, working daily on these critical mission areas.

- (U) _____ officers aligned to perform DI's mission-essential functions on a week-on/week-off schedule. Each team represents ~25 percent of the respective offices' overall manning, with some variations due to mission requirements.

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

• (U)

[redacted] strategic reserve, used to supplement gaps. [redacted] who are not available to work right now. This includes officers identified as "At Risk", have daycare requirements, are in self-isolation, or are sick. [redacted] priority, for those not sick or performing daycare, is telework.



~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

Page 085 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

(b)(3):10 USC 424;(b)(6)

31

From:

To:

Subject: CIGG WORKFORCE UPDATE 27APR2020

Date: 2020/04/27 21:59:03

Priority: Normal

Type: Note

Classification: ~~UNCLASSIFIED//FOUO~~



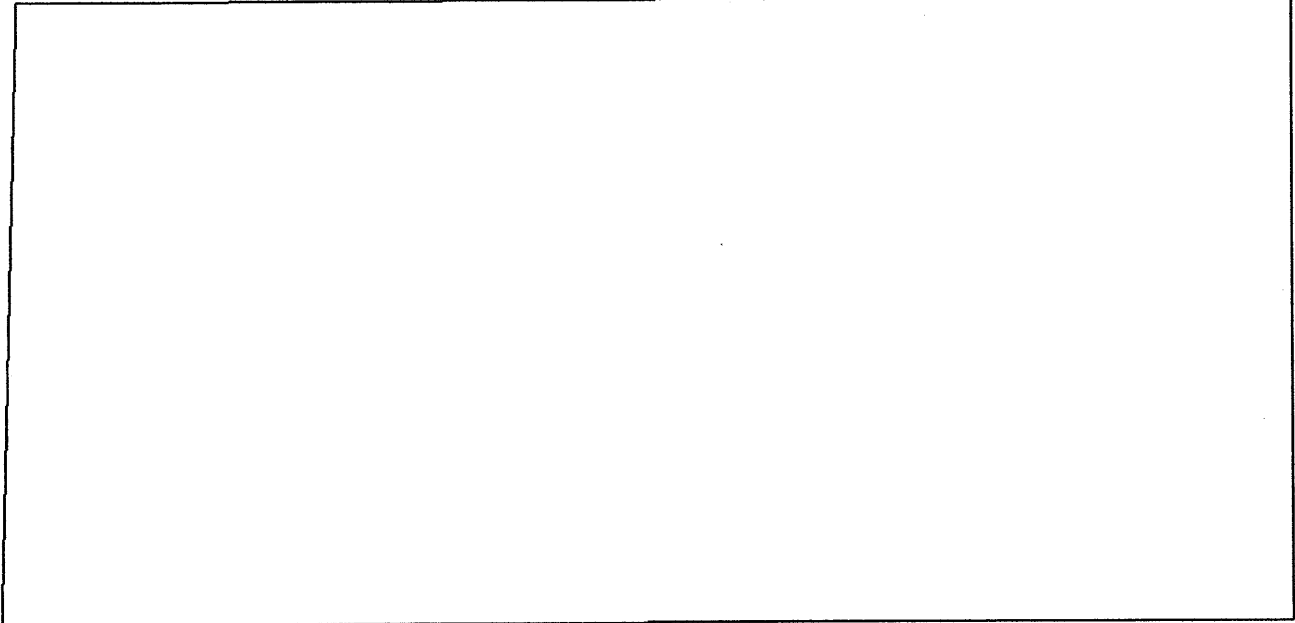
CIGG_Email_Banner2
27 April 2020/1700 EST
DIA Health Protection Condition (HPCON): Charlie OPORD



Breaking News-Banner April 16

(U) If you might be getting sick, stay home! Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow instructions, and **could result in administrative action.**

(U) Have a question for the CIGG or are looking for an answer, click [here](#).



(b)(3):10 USC 424

**** Due to the evolving situation, you are advised to regularly check the DIA website and the CIGG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor.**

**** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.**

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

(U) Additionally, MSLOG is in the process of revising the submission form. The new form will show the cleaning supplies and disinfectants available for issue.

(U) Distribution of Cloth Facial Coverings (CFC): To expedite delivery within the NCR, and effective 23 April 2020, LOG will begin issuing CFCs in bulk, at designated building locations, to the Staff Director or his/her designee. Please see your Staff Director for more details on the designated locations.

Page 089 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

(U) Workforce Q&A

****New Data****

(U) Question: For partner agency personnel who occupy a DIA facility, what, if anything, do they need to do before being allowed back into a DIA facility after a self-quarantine?

(U) Answer: If you are self-monitoring, have a test pending, tested positive, or were diagnosed with COVID-19, you are not permitted into any DIA facility until you have been cleared by the Surgeon General. This applies to ALL personnel working in ALL DIA facilities (military, civilian, or contractor). Absolutely no one can clear you coming back into the building other than the OSG. OSG will need the name and contact number(s) for the employee. Individuals sent home for self-monitoring, individuals with pending or positive COVID-19 tests, or who have been diagnosed COVID-19 positive, will have their DIA IC badges turned off until they are cleared for return by the OSG.

~~(U//FOUO)~~ Employees, or supervisors on behalf of employees, may request medical clearance, by calling [redacted] or sending an email [redacted]

****End New Data****

~~(U//FOUO)~~ **DIA Surgeon General Update**

(U) Volunteers Needed: The OSG and the CICG are seeking volunteers from the GOV workforce (military and civilian personnel) to assume a vital responsibility by serving as a Temperature Screener. DIA employees should not volunteer on days they are otherwise scheduled to work in DIA facilities, as this could impact their time spent on the mission. Rather, OSG and the CICG seek volunteers from those otherwise assigned to telework. To volunteer, please contact the POC for your facility:

(U) Temperature Screening: Due to the seasonal fluctuation of atmospheric temperatures during the day, employee temperature inspection checkpoints are now located inside the HQ, immediately before the turn stiles. If the employee temperature inspection checkpoints are returned to the tented area outside the exterior DIA HQ doors, space heaters will be used to raise the air temperature to the level needed to get an accurate core body temperature reading.

(U) Reminder: Masks or cloth face coverings are required to enter the DIA facility, when undergoing temperature screening, in open public spaces, and in work spaces where it is difficult to maintain at least 6 feet of social distance. This includes, but is not limited to, wearing face coverings in open spaces, such as mass transit hubs, lines to obtain products or services, sidewalks, entrances and exits, hallways, elevators, escalators, bathrooms, concessions, and ATM areas.

(U) Food Safety: Coronaviruses are generally thought to be spread from person-to-person through respiratory droplets. There is no current evidence supporting transmission of COVID-19 associated with food. Before preparing or eating food, it is important to always wash your hands with soap and water for 20 seconds for general food safety. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it, and then touching their own mouth, nose, or eyes, although this is not thought to be the main way the virus spreads. In general, because of poor survivability of these coronaviruses on surfaces, there is likely very low risk of spread from food products or packaging that are shipped over a period of days or weeks at ambient, refrigerated, or frozen temperatures.
<https://www.cdc.gov/foodsafety/newsletter/food-safety-and-Coronavirus.html>

(U) You can further reduce the risk by taking the following steps: Wash your hands when you get home from the grocery store. Place your groceries on a surface you can clean. Unpack your groceries, clean the surface, and wash your hands again. If you are particularly worried, you can wipe down glass jars, cans, plastic tubs, etc., with a disinfecting wipe or transfer the contents to a new container.
<https://www.consumerreports.org/food-safety/coronavirus-common-questions-about-the-food-you-eat-food-safety/>

(U) Travel

(U) If you, or someone living with you, **traveled to or from, or stopped in**, any foreign country, or the states of California, Colorado, Florida, Louisiana, Massachusetts, New Jersey, New York, Texas, or Washington within the past 14 days, you may not access any DIA facility. You must

return home and self-monitor for 14 days before requesting a medical clearance to return to work. If you have symptoms, such as a cough, fever, or shortness of breath, call your medical provider and notify your supervisor.

(U) VA Order: Governor Ralph Northam extended the executive order closing recreation and entertainment businesses, and banning large gatherings, until 8 May 2020 (updated order pending).

(U) MD Order: Governor Larry Hogan issued an updated COVID-19 Executive Order.

(U) D.C. Order: Mayor Muriel Bowser extended the stay-at-home order through 15 May 2020, as well as a new order on the wearing of face coverings.

(U) CDC COVID-19 Statistics

****New Data** ICOD 24 0530L APRIL 2020 to 27 0530L APRIL 2020**

(U) Nationwide: 965,214 (+98,109) confirmed cases; 49,465 (+5,001) deaths.

(U) States of Interest:

- (U) Alabama: 6,421 (+589) confirmed cases; 219 (+22) deaths
- (U) Colorado: 13,441 (+2,179) confirmed cases; 678 (+121) deaths
- (U) District of Columbia: 3,841 (+480) confirmed cases; 178 (+39) deaths
- (U) Florida: 31,520 (+1,880) confirmed cases; 1,073 (+87) deaths
- (U) Hawaii: 599 (+9) confirmed cases; 14 (+2) deaths
- (U) Illinois: 43,903 (+6,968) confirmed cases; 1,943 (+246) deaths
- (U) Maryland: 18,581 (+2,844) confirmed cases; 827 (+147) deaths
- (U) Nebraska: 3,126 (+935) confirmed cases; 56 (+9) deaths
- (U) Virginia: 12,970 (+1,970) confirmed cases; 448 (+73) deaths

****End New Data****

(b)(3):10 USC 424

Page 093 of 234

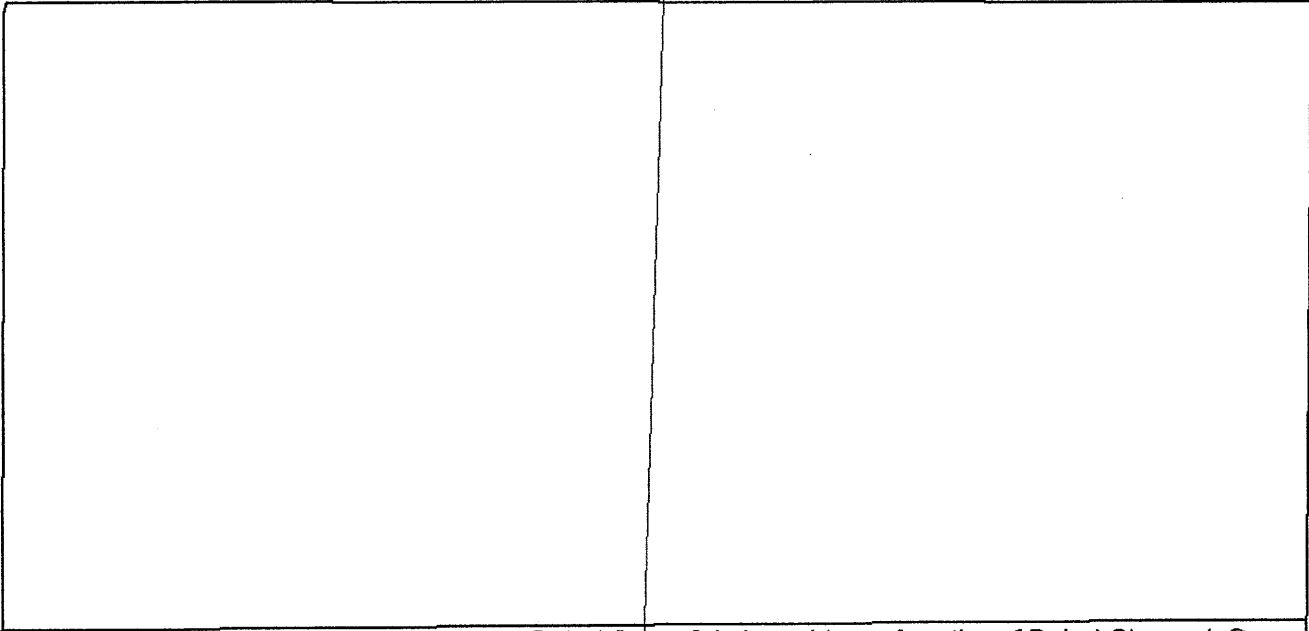
Withheld pursuant to exemption

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

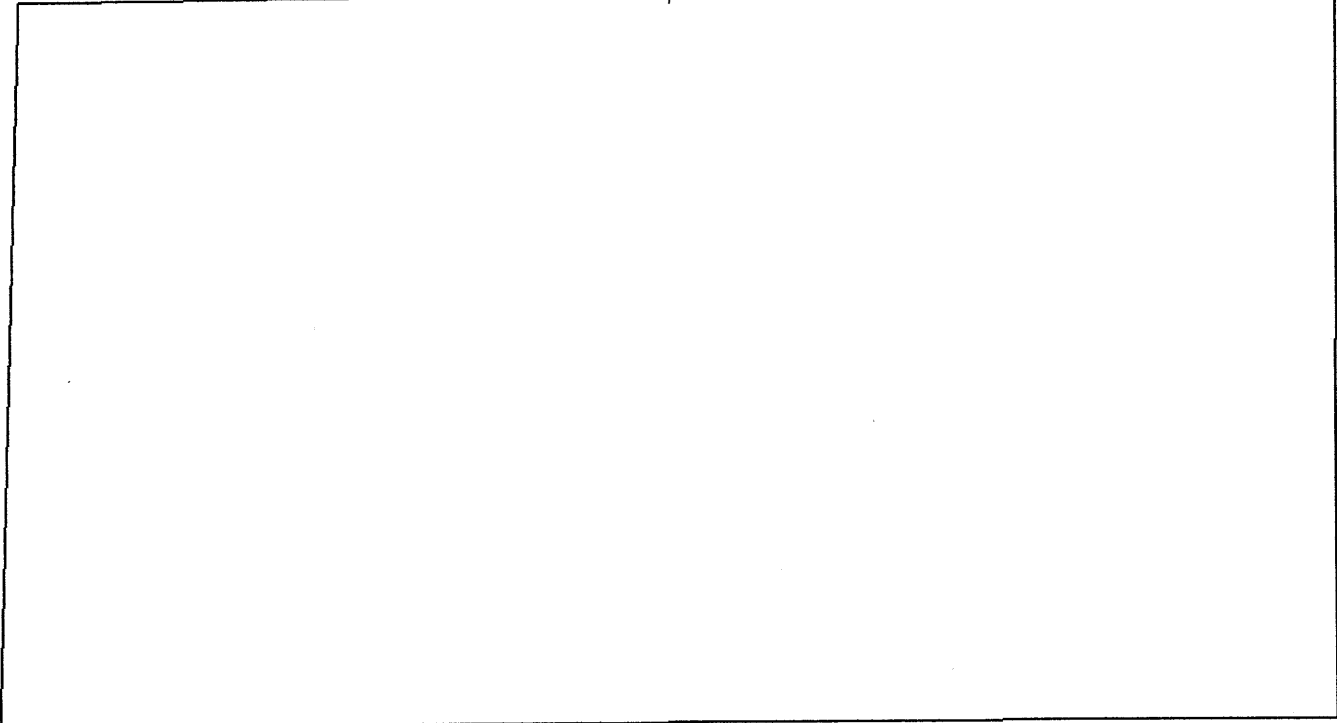
of the Freedom of Information and Privacy Act

(U) Other Updates and Links

(U) Testing: The DoD Force Health Protection (Supplement 6) has provided **guidance** for DoD Components to test civilian employees for COVID-19 (who are not otherwise DoD healthcare beneficiaries) who meet criteria outlined in the supplement, and whose supervisor has determined that their presence is urgently required in the DoD workplace.



(U) Covid-19 Information Access: Babel Street® is launching a free tier of Babel Channels® to provide organizational users with access to COVID-19 information until 30 June 2020. For more information, please contact



(b)(3):10 USC 424;(b)(6)

(U) Coping Assistance: As the COVID-19 pandemic continues, here are some tips for *Coping with Coronavirus Fears* to consider.

=====
Classification: ~~UNCLASSIFIED//FOUO~~

Sender

Recipient

Sent Date: 2020/04/27 21:57:07

Delivered Date: 2020/04/27 21:59:03



COVID-19 Integration and Coordination Group (CICG)

Agency level Workforce Update

27 April 2020/1700 EST
DIA Health Protection Condition (HPCON): Charlie OPORD

BREAKING NEWS

(U) **If you might be getting sick, stay home!** Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow instructions, and **could result in administrative action.**

(U) Have a question for the CICG or are looking for an answer, click [here](#).

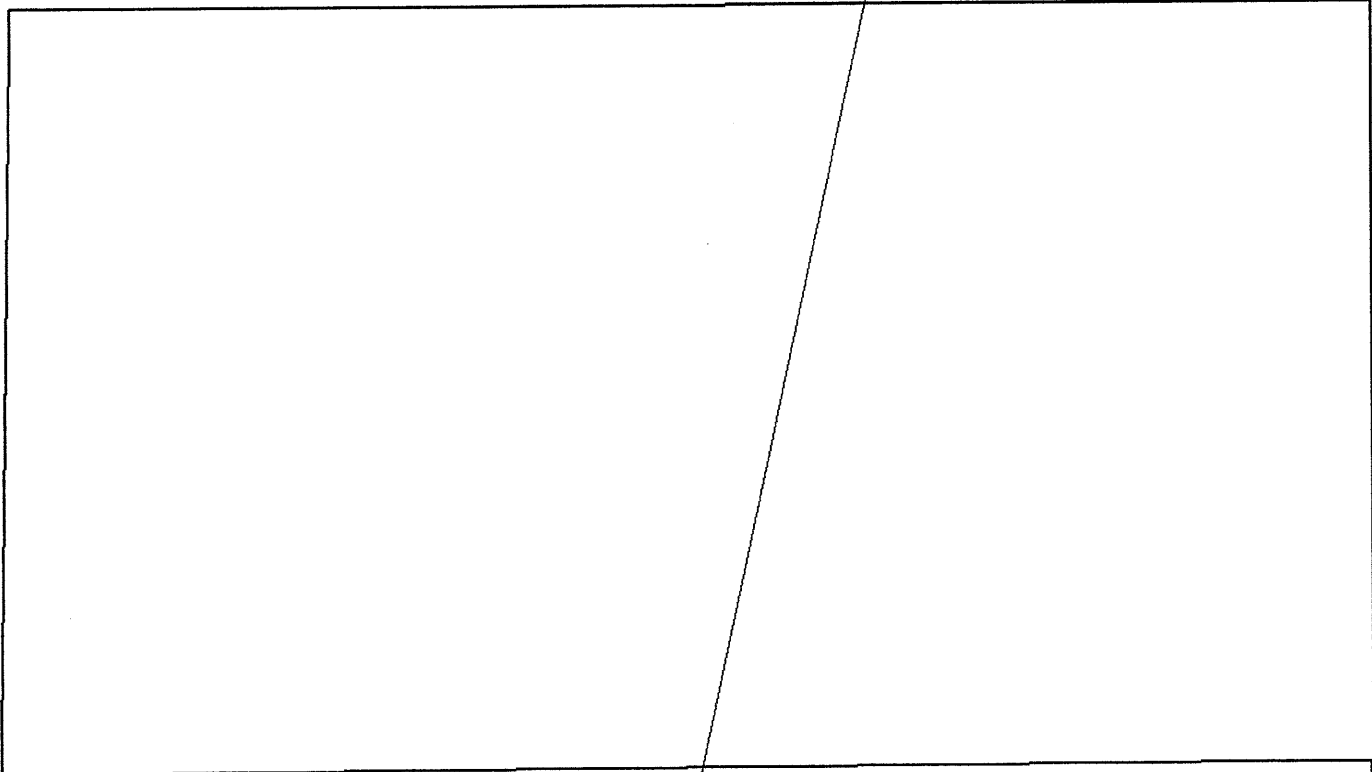
(U) New DIA Guidance concerning employees who self-identified as high risk can be found at this [link](#). High-risk employees and/or supervisors should direct any questions to their DD4, IIC Chief, or Special Office Chief.

(b)(3):10 USC 424

**** Due to the evolving situation, you are advised to regularly check the DIA website and the CICG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor.**

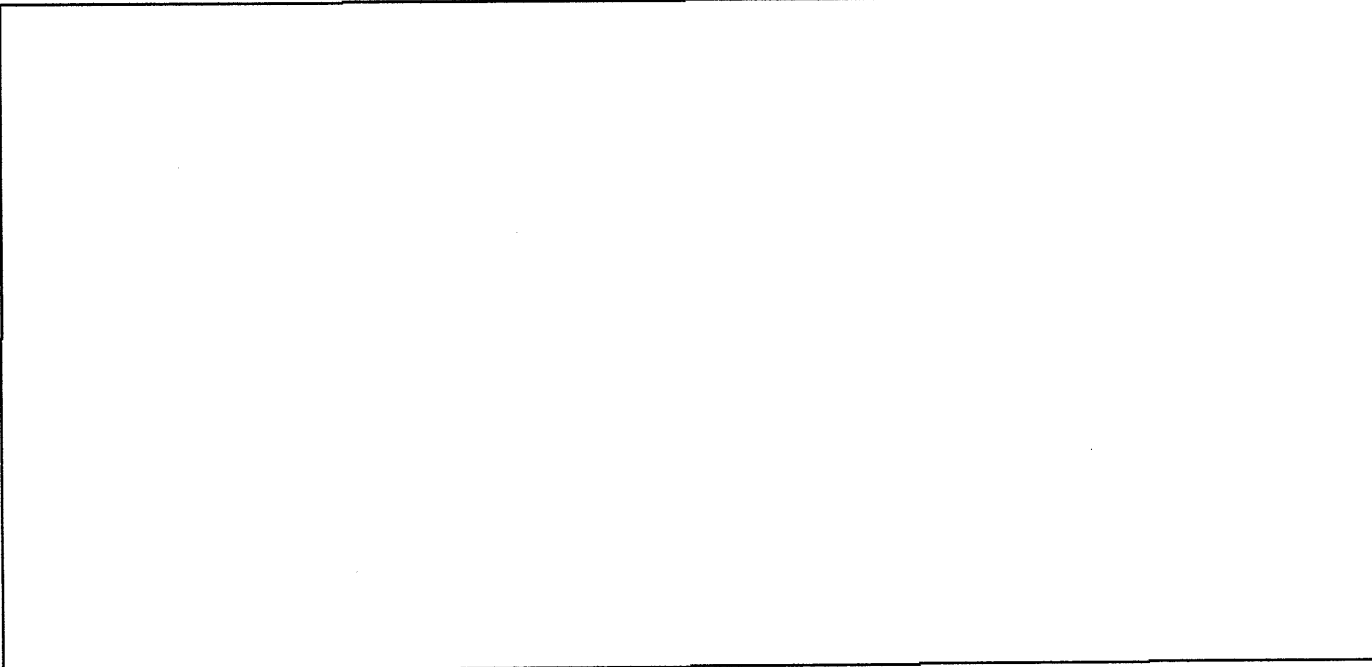
**** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.**

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~



(U) Additionally, MSLOG is in the process of revising the submission form. The new form will show the cleaning supplies and disinfectants available for issue.

(U) Distribution of Cloth Facial Coverings (CFC): To expedite delivery within the NCR, and effective 23 April 2020, LOG will begin issuing CFCs in bulk, at designated building locations, to the Staff Director or his/her designee. Please see your Staff Director for more details on the designated locations.



~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

Page 098 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

(U) Workforce Q&A

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

****New Data****

(U) Question: For partner agency personnel who occupy a DIA facility, what, if anything, do they need to do before being allowed back into a DIA facility after a self-quarantine?

(U) Answer: If you are self-monitoring, have a test pending, tested positive, or were diagnosed with COVID-19, you are not permitted into any DIA facility until you have been cleared by the Surgeon General. This applies to ALL personnel working in ALL DIA facilities (military, civilian, or contractor). Absolutely no one can clear you coming back into the building other than the OSG. OSG will need the name and contact number(s) for the employee. Individuals sent home for self-monitoring, individuals with pending or positive COVID-19 tests, or who have been diagnosed COVID-19 positive, will have their DIA IC badges turned off until they are cleared for return by the OSG.

~~(U//FOUO)~~ Employees, or supervisors on behalf of employees, may request medical clearance, by calling [redacted] or sending an email [redacted]

~~(U//FOUO)~~ **DIA Surgeon General Update**

(U) Volunteers Needed: The OSG and the CICG are seeking volunteers from the GOV workforce (military and civilian personnel) to assume a vital responsibility by serving as a Temperature Screener. DIA employees should not volunteer on days they are otherwise scheduled to work in DIA facilities, as this could impact their time spent on the mission. Rather, OSG and the CICG seek volunteers from those otherwise assigned to telework. To volunteer, please contact the POC for your facility:

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

(U) Temperature Screening: Due to the seasonal fluctuation of atmospheric temperatures during the day, employee temperature inspection checkpoints are now located inside the HQ, immediately before the turn stiles. If the employee temperature inspection checkpoints are returned to the tented area outside the exterior DIA HQ doors, space heaters will be used to raise the air temperature to the level needed to get an accurate core body temperature reading.

(U) Reminder: Masks or cloth face coverings are required to enter the DIA facility, when undergoing temperature screening, in open public spaces, and in work spaces where it is difficult to maintain at least 6 feet of social distance. This includes, but is not limited to, wearing face coverings in open spaces, such as mass transit hubs, lines to obtain products or services, sidewalks, entrances and exits, hallways, elevators, escalators, bathrooms, concessions, and ATM areas.

(U) Food Safety: Coronaviruses are generally thought to be spread from person-to-person through respiratory droplets. There is no current evidence supporting transmission of COVID-19 associated with food. Before preparing or eating food, it is important to always wash your hands with soap and water for 20 seconds for general food safety. It may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it, and then touching their own mouth, nose, or eyes, although this is not thought to be the main way the virus spreads. In general, because of poor survivability of these coronaviruses on surfaces, there is likely very low risk of spread from food products or packaging that are shipped over a period of days or weeks at ambient, refrigerated, or frozen temperatures.
<https://www.cdc.gov/foodsafety/newsletter/food-safety-and-Coronavirus.html>

(U) You can further reduce the risk by taking the following steps: Wash your hands when you get home from the grocery store. Place your groceries on a surface you can clean. Unpack your groceries, clean the surface, and wash your hands again. If you are particularly worried, you can wipe down glass jars, cans, plastic tubs, etc., with a disinfecting wipe or transfer the contents to a new container.
<https://www.consumerreports.org/food-safety/coronavirus-common-questions-about-the-food-you-eat-food-safety/>

(U) Travel

(U) If you, or someone living with you, **traveled to or from, or stopped in**, any foreign country, or the states of California, Colorado, Florida, Louisiana, Massachusetts, New Jersey, New York, Texas, or Washington within the past 14 days, you may not access any DIA facility. You must return home and self-monitor for 14 days before requesting a medical clearance to return to work. If you have symptoms, such as a cough, fever, or shortness of breath, call your medical provider and notify your supervisor.

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

(U) VA Order: Governor Ralph Northam extended the executive order closing recreation and entertainment businesses, and banning large gatherings, until 8 May 2020 (updated order pending).

(U) MD Order: Governor Larry Hogan issued an updated COVID-19 Executive Order.

(U) D.C. Order: Mayor Muriel Bowser extended the stay-at-home order through 15 May 2020, as well as a new order on the wearing of face coverings.

(U) CDC COVID-19 Statistics

****New Data** ICOD 24 0530L APRIL 2020 to 27 0530L APRIL 2020**

(U) Nationwide: 965,214 (+98,109) confirmed cases; 49,465 (+5,001) deaths.

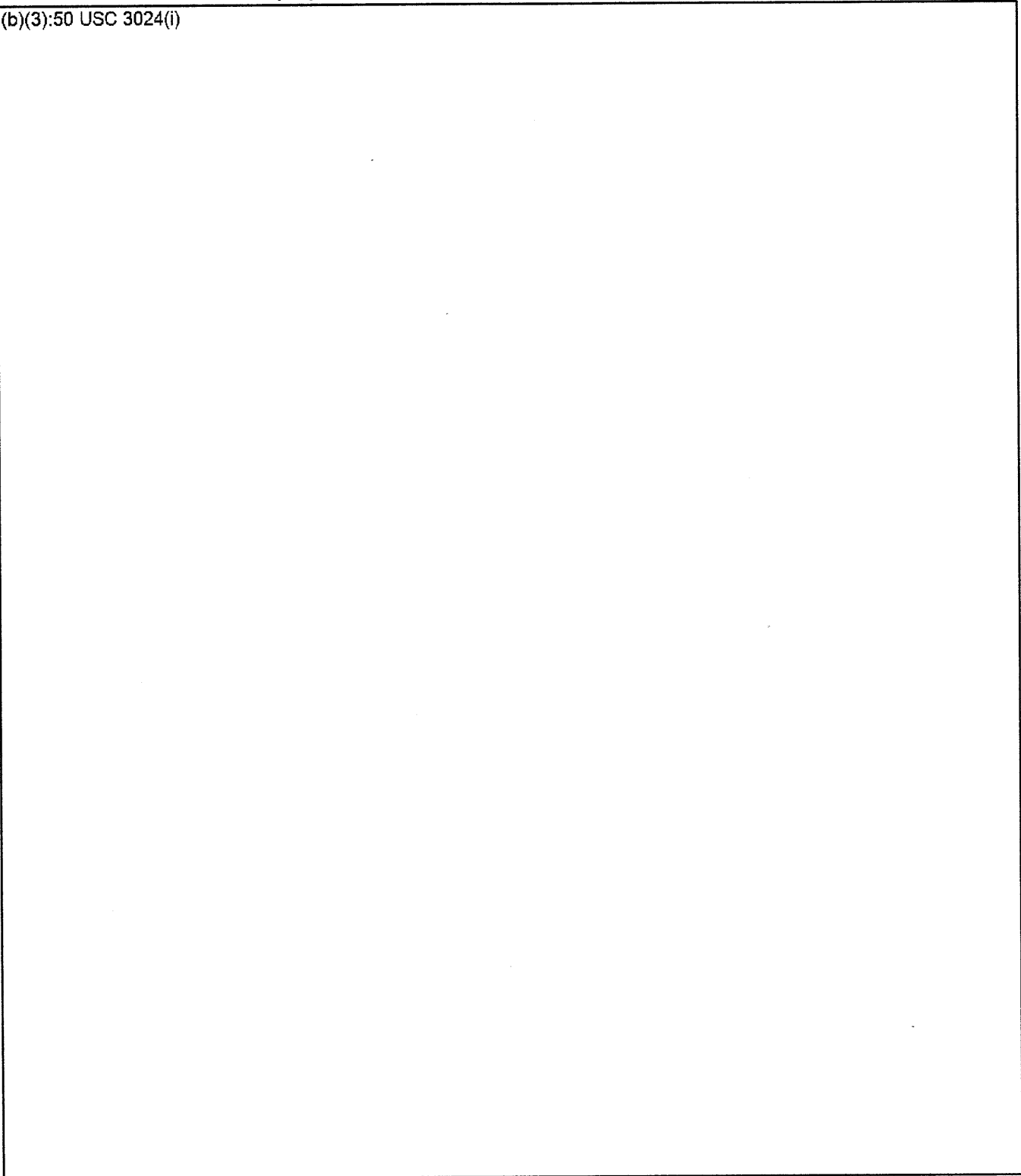
(U) States of Interest:

- (U) Alabama: 6,421 (+589) confirmed cases; 219 (+22) deaths
- (U) Colorado: 13,441 (+2,179) confirmed cases; 678 (+121) deaths
- (U) District of Columbia: 3,841 (+480) confirmed cases; 178 (+39) deaths
- (U) Florida: 31,520 (+1,880) confirmed cases; 1,073 (+87) deaths
- (U) Hawaii: 599 (+9) confirmed cases; 14 (+2) deaths
- (U) Illinois: 43,903 (+6,968) confirmed cases; 1,943 (+246) deaths
- (U) Maryland: 18,581 (+2,844) confirmed cases; 827 (+147) deaths
- (U) Nebraska: 3,126 (+935) confirmed cases; 56 (+9) deaths
- (U) Virginia: 12,970 (+1,970) confirmed cases; 448 (+73) deaths

****End New Data****

(b)(3):10 USC 424

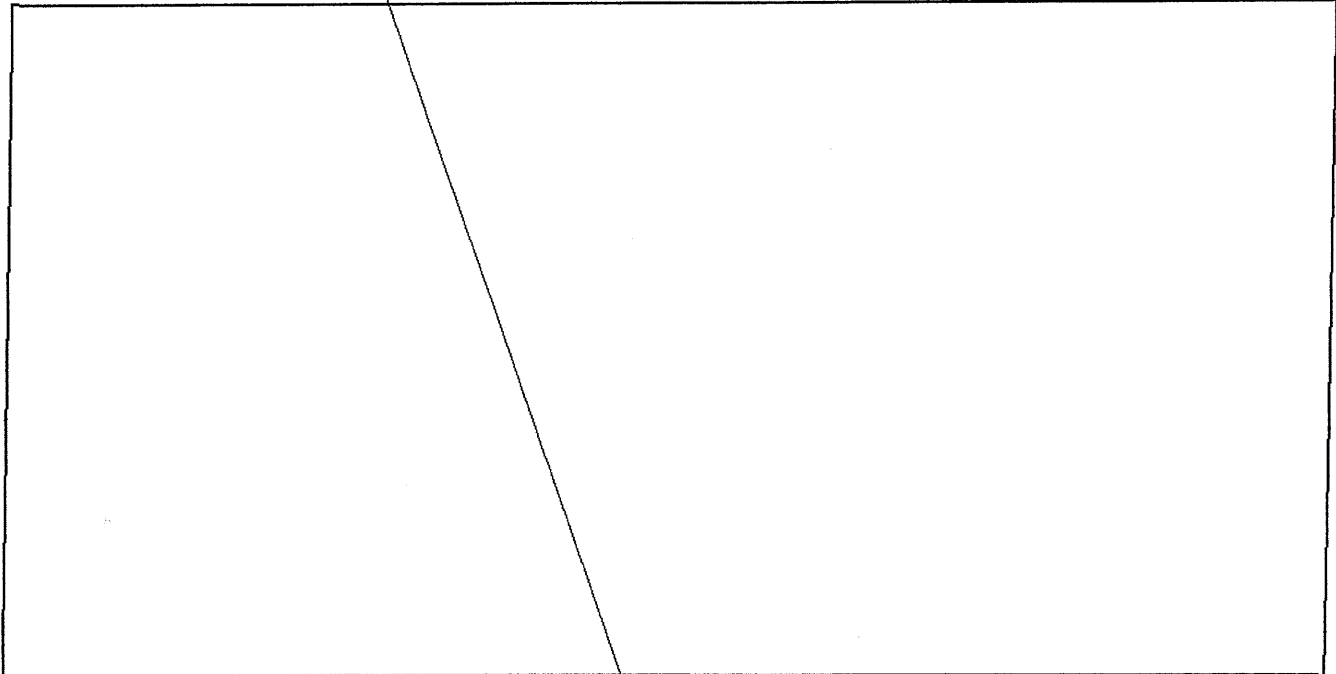
(b)(3);50 USC 3024(i)



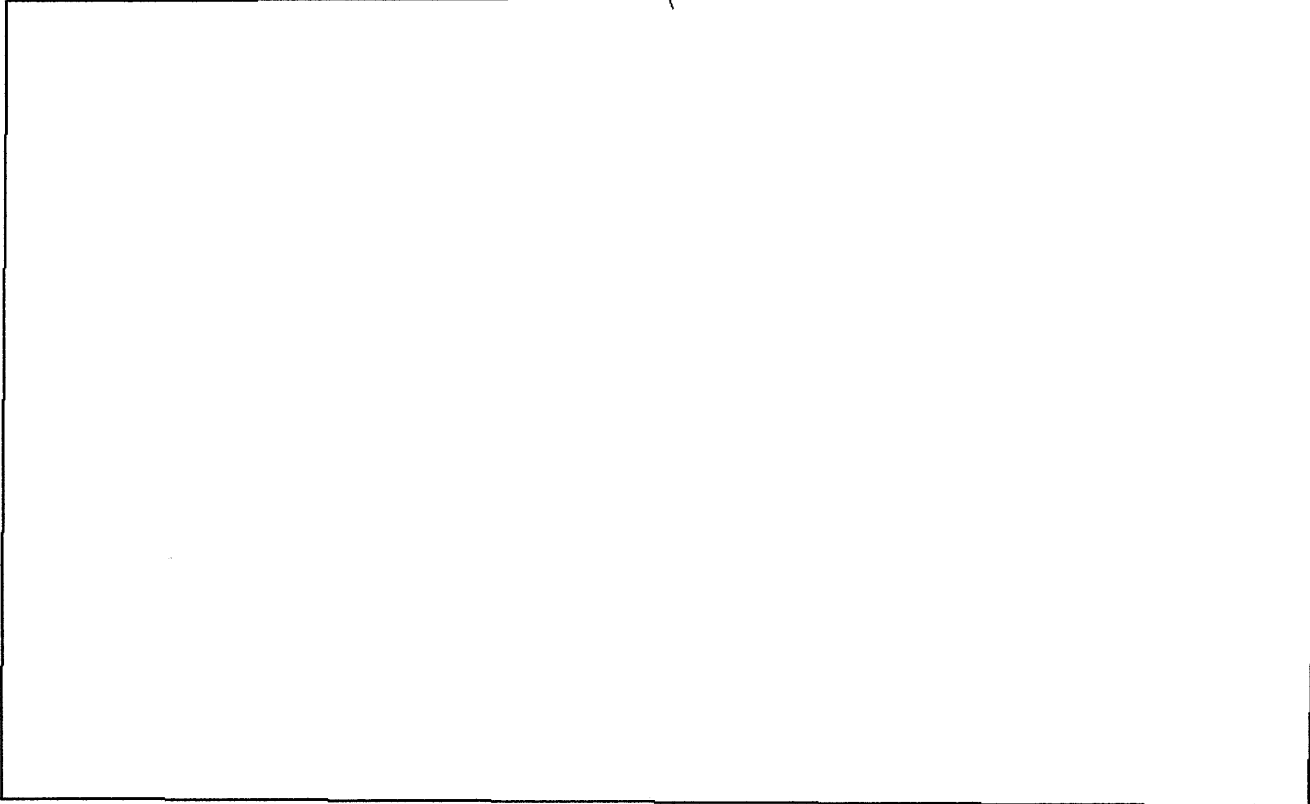
(U) Testing: The DoD Force Health Protection (Supplement 6) has provided guidance for DoD Components to test civilian employees for COVID-19 (who are not otherwise DoD healthcare beneficiaries) who meet criteria outlined in the supplement, and whose supervisor has determined that their presence is urgently required in the DoD workplace.

(b)(3):10 USC 424;

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~



(U) Covid-19 Information Access: Babel Street® is launching a free tier of Babel Channels® to provide organizational users with access to COVID-19 information until 30 June 2020. For more information, please contact



(U) Coping Assistance: As the COVID-19 pandemic continues, here are some tips for *Coping with Coronavirus Fears* to consider.

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

From:

To:

Subject: CIG WORKFORCE UPDATE 28APR2020

Date: 2020/04/28 21:07:33

Priority: Normal

Type: Note

Classification: ~~UNCLASSIFIED//FOUO~~

=====



CIG Email_Banner2
28 April 2020/1700 EST
DIA Health Protection Condition (HPCON): Charlie OPORD



Breaking News-Banner April 16

(U) If you might be getting sick, stay home! Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow instructions, and **could result in administrative action.**



(U) There is new guidance for employees who self-identify as high risk. High-risk employees and/or supervisors should direct any questions to their DD4, IIC Chief, or Special Office Chief. Please do not contact the OSG on High Risk employee policy.

****New Data****

(U) Mission Services is taking steps to sanitize DIA facilities in coordination with OSG.

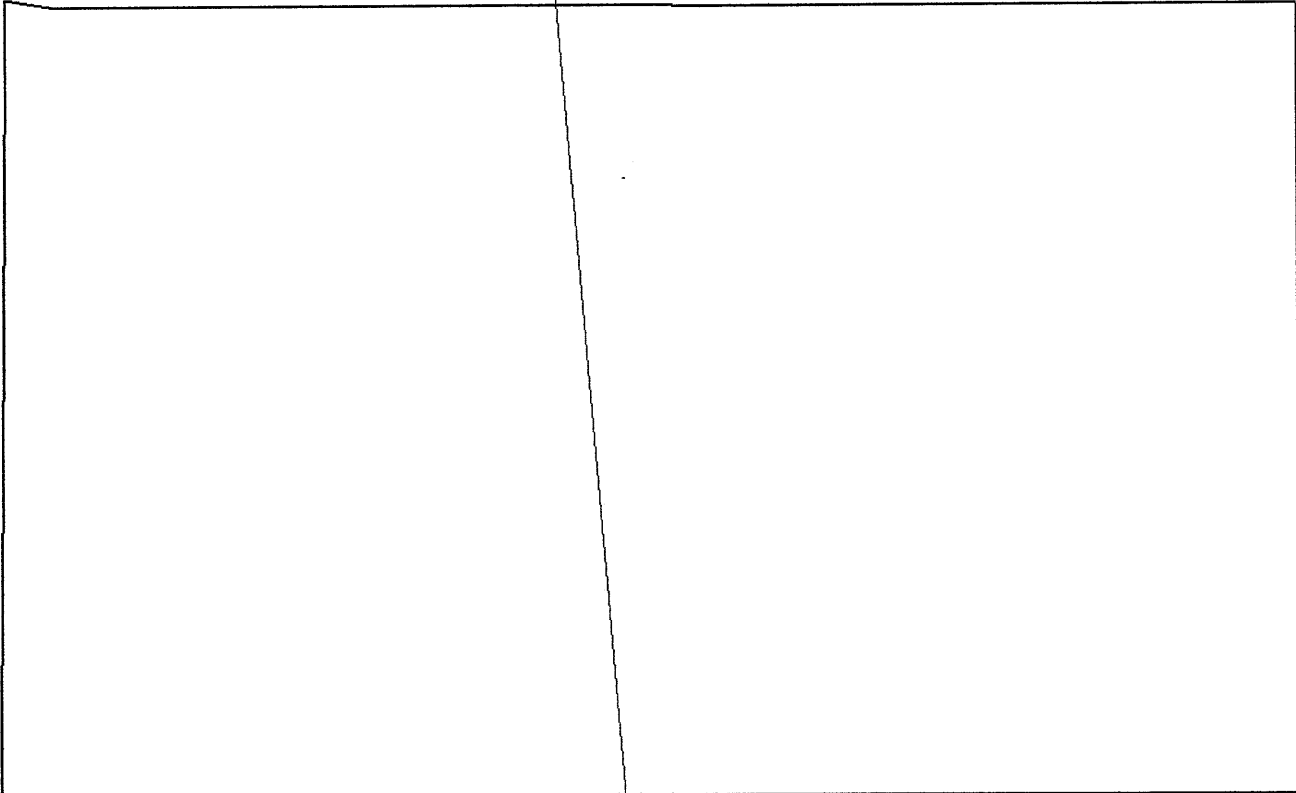
(U) Reminder: Masks or cloth face coverings are required to enter the DIA facility, when undergoing temperature screening, in open public spaces, and in work spaces where it is difficult to maintain at least six feet of social distance. This includes, but is not limited to, wearing face coverings in open spaces, such as mass transit hubs, lines to obtain products or services, sidewalks, entrances and exits, hallways, elevators, escalators, bathrooms, concessions, and ATM areas. PLEASE WEAR YOUR MASK!

****End New Data****

**** Due to the evolving situation, you are advised to regularly check the DIA website and the CICG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor.**

**** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.**

(b)(3):10 USC 424;(b)(3):50 USC 3024(i)

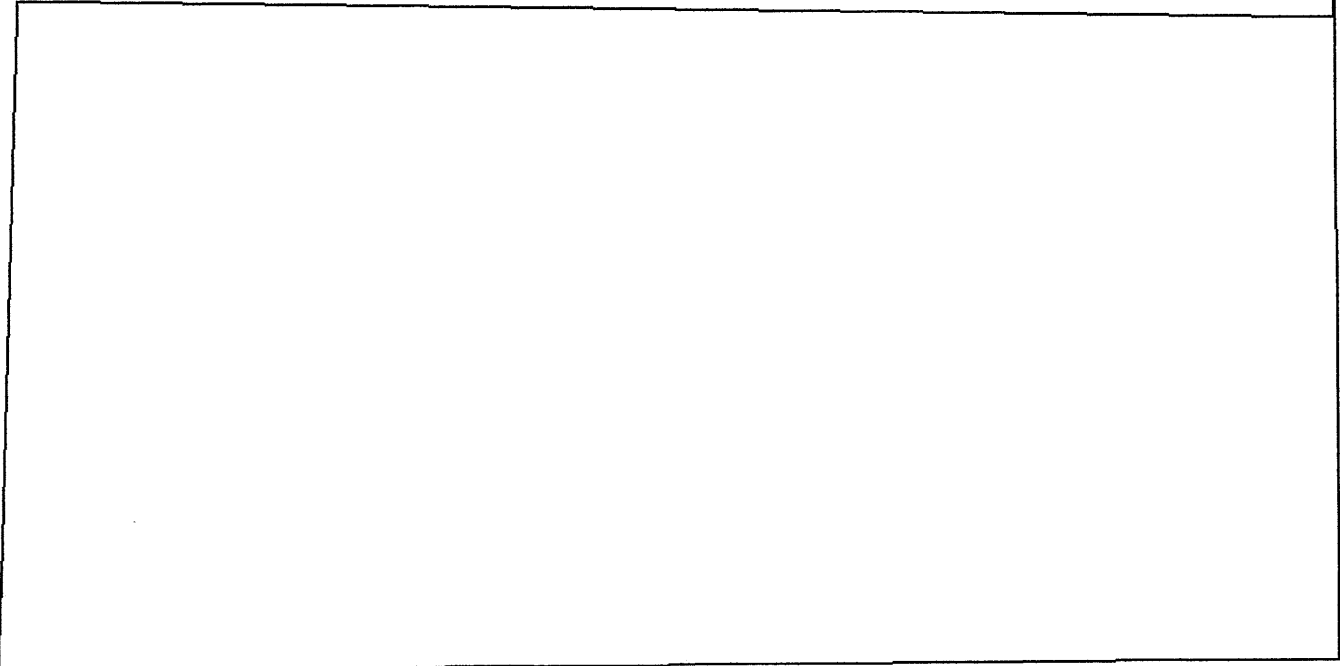


(b)(3):10 USC 424

(U) Additionally, [redacted] is in the process of revising the submission form. The new form will show the cleaning supplies and disinfectants available for issue.

(b)(3):10 USC 424

(U) Distribution of Cloth Facial Coverings (CFC): To expedite delivery within the NCR, and effective 23 April 2020, [redacted] will begin issuing CFCs in bulk, at designated building locations, to the Staff Director or his/her designee. Please see your Staff Director for more details on the designated locations.



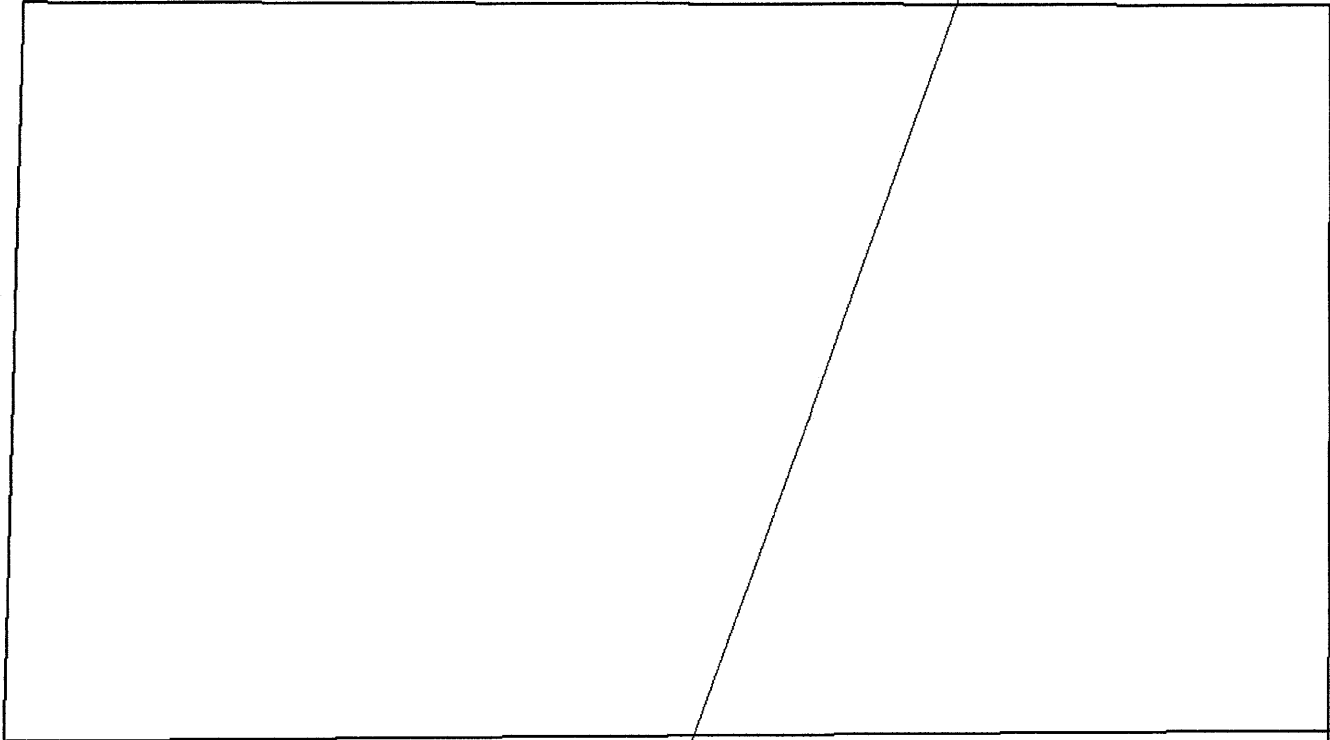
Page 107 of 234

Withheld pursuant to exemption

Non Responsive Record

of the Freedom of Information and Privacy Act

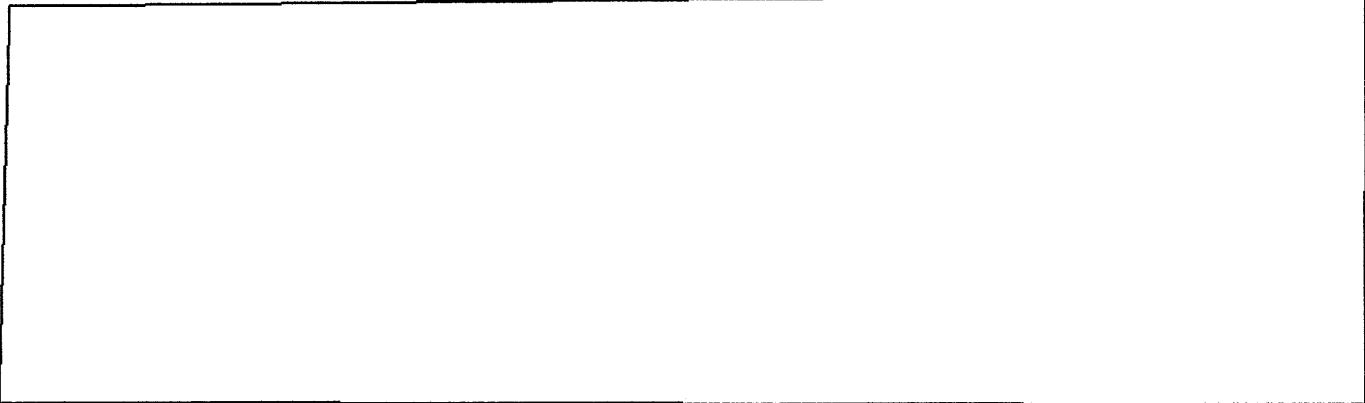
(b)(3):10 USC 424;(b)(3):50 USC 3024(i);(b)(6)



~~(U//FOUO)~~ **DIA Surgeon General Update**

(U) There is new guidance for employees who self-identify as high risk. High-risk employees and/or supervisors should direct any questions to their DD4, IIC Chief, or Special Office Chief.

(U) Volunteers Needed: The OSG and the CICG are seeking volunteers from the GOV workforce (military and civilian personnel) to assume a vital responsibility by serving as a Temperature Screener. DIA employees should not volunteer on days they are otherwise scheduled to work in DIA facilities, as this could impact their time spent on the mission. Rather, OSG and the CICG seek volunteers from those otherwise assigned to telework. To volunteer, please contact the POC for your facility:



(b)(3):10 USC 424;(b)(6)

(U) Temperature Screening: Due to the seasonal fluctuation of atmospheric temperatures during the day, employee temperature inspection checkpoints are now located inside the HQ, immediately before the turn stiles. If the employee temperature inspection checkpoints are returned to the tented area outside the exterior DIA HQ doors, space heaters will be used to raise the air temperature to the level needed to get an accurate core body temperature reading.

(U) Tips: OSG has provided several suggestions and guidance, ranging from food safety, to blood donations, to hand sanitizer, which can be accessed [here](#).

(U) Travel

(U) If you, or someone living with you, **traveled to or from, or stopped in**, any foreign country, or the states of California, Colorado, Florida, Louisiana, Massachusetts, New Jersey, New York, Texas, or Washington within the past 14 days, you may not access any DIA facility. You must return home and self-monitor for 14 days before requesting a medical clearance to return to work. If you have symptoms, such as a cough, fever, or shortness of breath, call your medical provider and notify your supervisor.

(U) VA Order: Governor Ralph Northam extended the executive order closing recreation and entertainment businesses, and banning large gatherings, until 8 May 2020 (updated order pending).

(U) MD Order: Governor Larry Hogan issued an updated COVID-19 Executive Order.

(U) D.C. Order: Mayor Muriel Bowser extended the stay-at-home order through 15 May 2020, as well as a new order on the wearing of face coverings.

(U) CDC COVID-19 Statistics

****New Data** ICOD 27 0530L APRIL 2020 to 28 0530L APRIL 2020**

(U) Nationwide: 987,681 (+22,467) confirmed cases; 50,819 (+1,354) deaths.

(U) States of Interest:

- (U) Alabama: 6,539 (+118) confirmed cases; 228 (+9) deaths
- (U) Colorado: 13,804 (+363) confirmed cases; 705 (+27) deaths
 - (U) District of Columbia: 3,892 (+51) confirmed cases; 185 (+7) deaths
 - (U) Florida: 32,130 (+610) confirmed cases; 1,087 (+14) deaths
 - (U) Hawaii: 600 (+1) confirmed cases; 16 (+2) deaths
 - (U) Illinois: 45,883 (+1,980) confirmed cases; 1,992 (+49) deaths
 - (U) Maryland: 19,487 (+906) confirmed cases; 858(+31) deaths
- (U) Nebraska: 3,487 (+361) confirmed cases; 55 deaths
- (U) Virginia: 13,535 (+565) confirmed cases; 458 (+10) deaths

****End New Data****

Non Responsive Record

Page 111 of 234

Withheld pursuant to exemption

Non Responsive Record
of the Freedom of Information and Privacy Act

(b)(3):50 USC 3024(i)

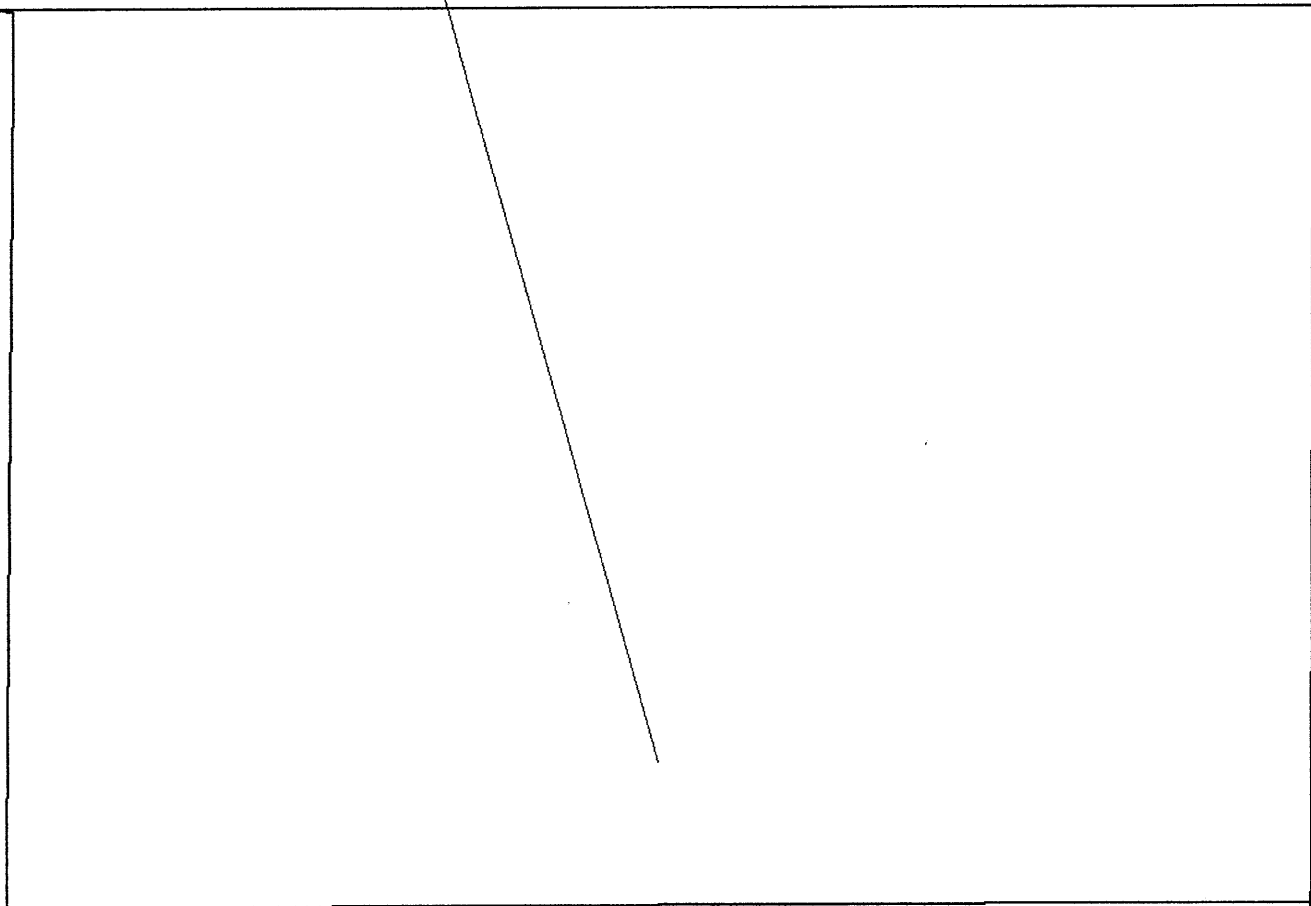
(U) Other Updates and Links

(U) Testing: The DoD Force Health Protection (Supplement 6) has provided guidance for DoD Components to test civilian employees for COVID-19 (who are not otherwise DoD healthcare beneficiaries) who meet criteria outlined in the supplement, and whose supervisor has determined that their presence is urgently required in the DoD workplace.

(b)(3):10 USC 424

(U) Covid-19 Information Access: Babel Street® is launching a free tier of Babel Channels® to provide organizational users with access to COVID-19 information until 30 June 2020. For more information, please contact

(b)(3):10 USC 424;(b)(6)



(U) Coping Assistance: As the COVID-19 pandemic continues, here are some tips for *Coping with Coronavirus Fears* to consider.

=====
Classification: ~~UNCLASSIFIED//FOUO~~

Sender: [Redacted]
Recipient: [Redacted]

Sent Date: 2020/04/28 21:05:52

Delivered Date: 2020/04/28 21:07:33



COVID-19 Integration and Coordination Group (CICG)

Agency level Workforce Update

28 April 2020/1700 EST

DIA Health Protection Condition (HPCON): Charlie OPORD

(b)(3):10 USC
424

BREAKING NEWS

(U) **If you might be getting sick, stay home!** Please do not threaten the safety of your coworkers by reporting to work when feeling sick. Disregarding this notice may be construed as failure to follow instructions, and **could result in administrative action.**

[Redacted]

(U) There is new guidance for employees who self-identify as high risk. High-risk employees and/or supervisors should direct any questions to their DD4, IIC Chief, or Special Office Chief. Please do not contact the OSG on High Risk employee policy.

****New Data****

(U) Mission Services is taking steps to sanitize DIA facilities in coordination with OSG.

[Redacted]

(U) Reminder: Masks or cloth face coverings are required to enter the DIA facility, when undergoing temperature screening, in open public spaces, and in work spaces where it is difficult to maintain at least six feet of social distance. This includes, but is not limited to, wearing face coverings in open spaces, such as mass transit hubs, lines to obtain products or services, sidewalks, entrances and exits, hallways, elevators, escalators, bathrooms, concessions, and ATM areas. **PLEASE WEAR YOUR MASK!**

****End New Data****

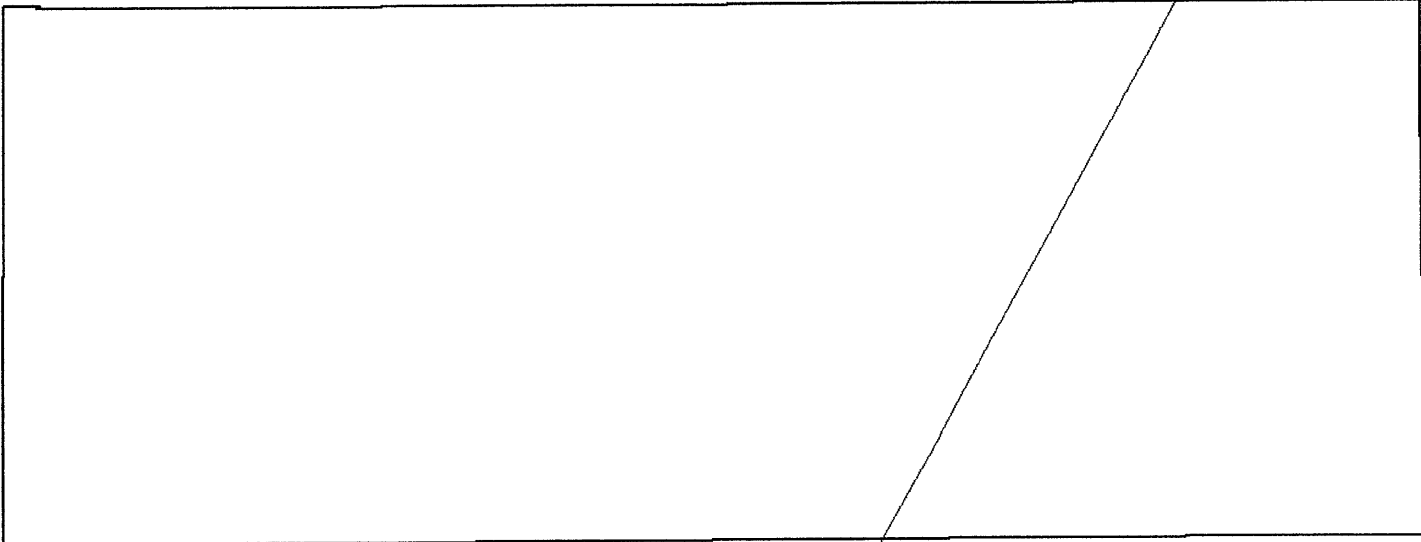
[Redacted]

**** Due to the evolving situation, you are advised to regularly check the DIA website and the CICG SharePoint site, read the Workforce Update Daily, and maintain contact with your supervisor.**

**** For the latest information on COVID-19, please consider visiting the websites for the Center for Disease Control and Prevention (CDC) and/or the World Health Organization.**

(b)(3):10 USC 424

~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

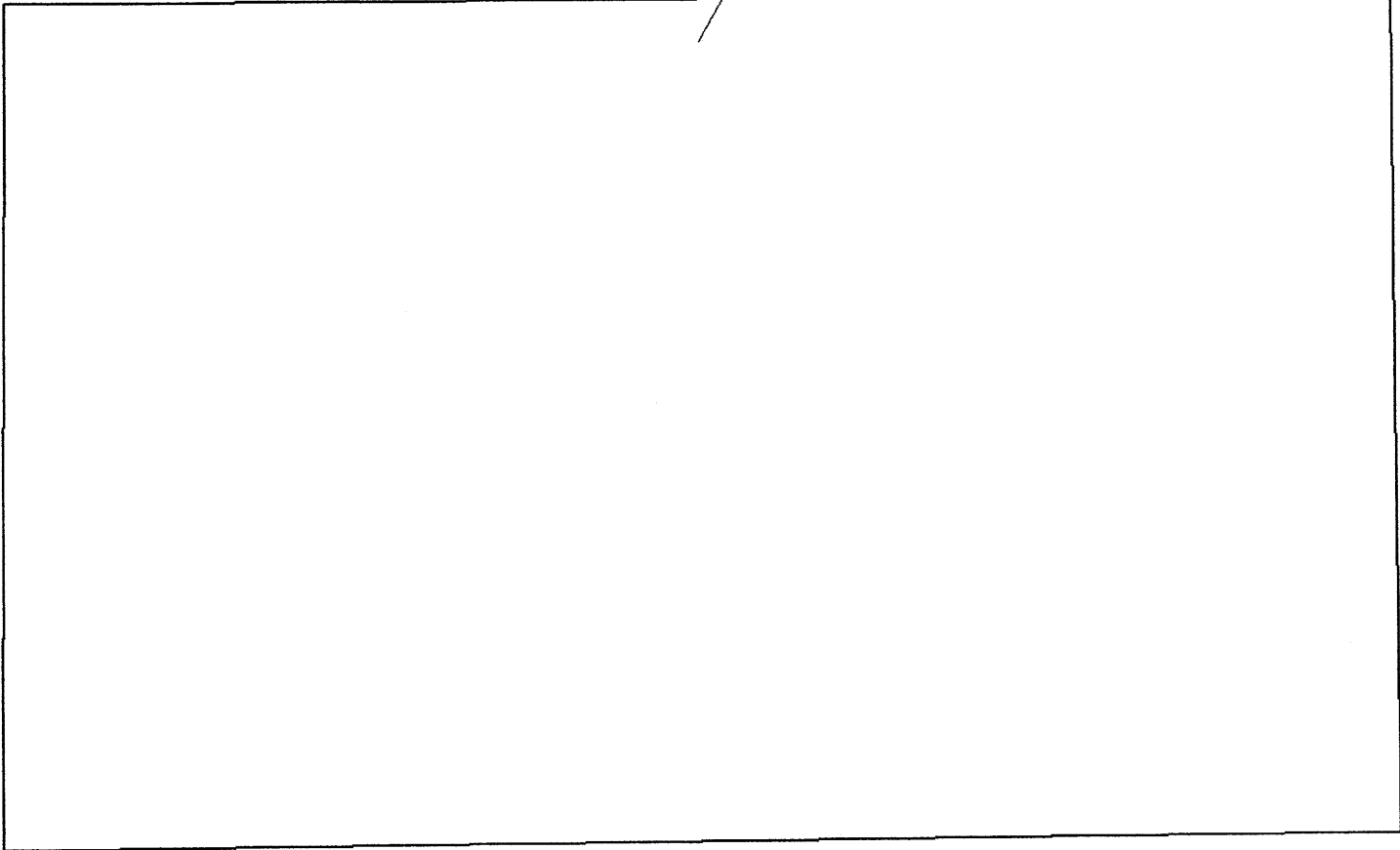


(b)(3):10
USC 424

(U) Additionally, [redacted] is in the process of revising the submission form. The new form will show the cleaning supplies and disinfectants available for issue.

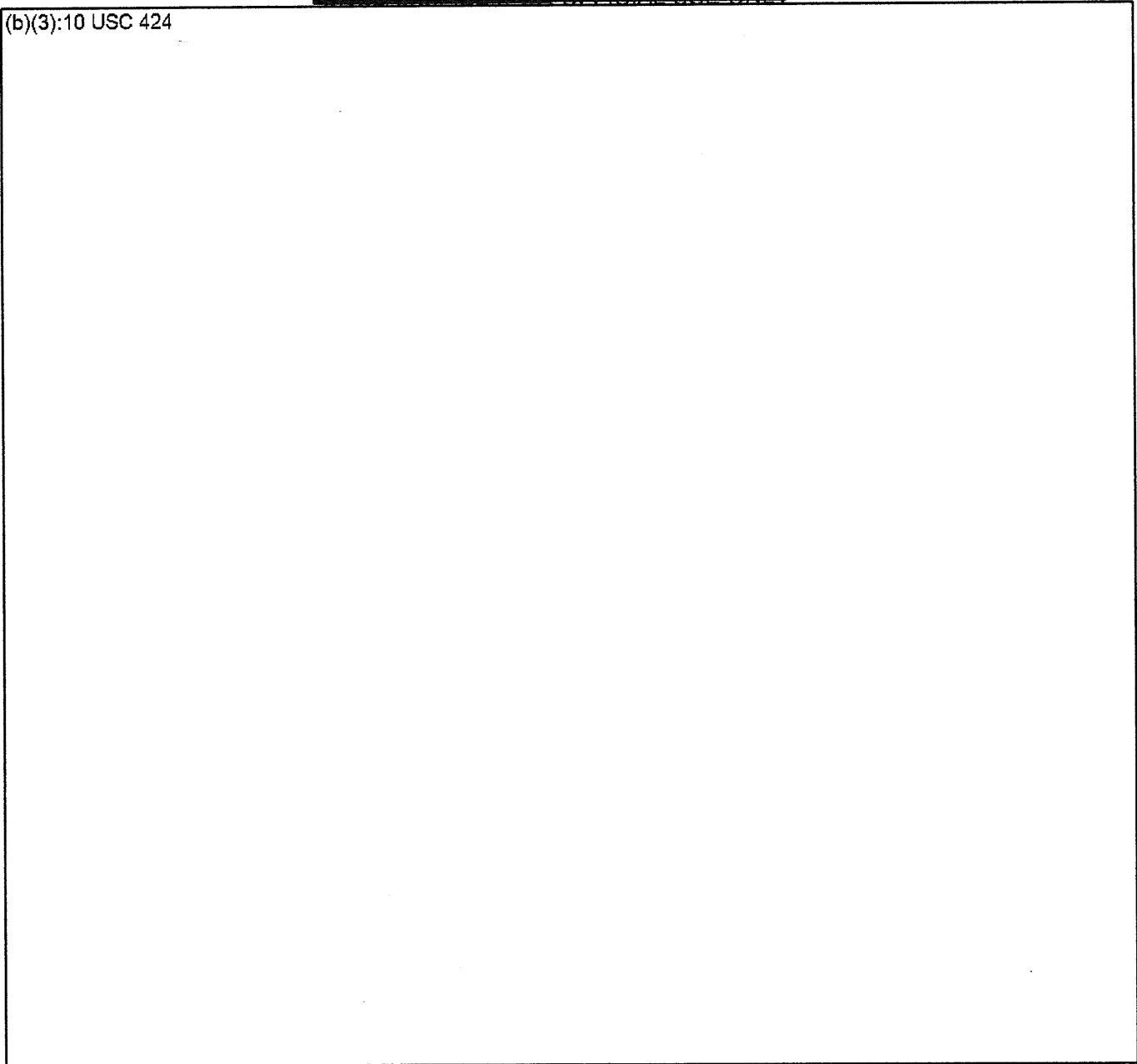
(b)(3):10
USC 424

(U) Distribution of Cloth Facial Coverings (CFC): To expedite delivery within the NCR, and effective 23 April 2020, [redacted] will begin issuing CFCs in bulk, at designated building locations, to the Staff Director or his/her designee. Please see your Staff Director for more details on the designated locations.



~~UNCLASSIFIED//FOR OFFICIAL USE ONLY~~

(b)(3):10 USC 424



(U//~~FOUO~~) DIA Surgeon General Update

(U) There is new guidance for employees who self-identify as high risk. High-risk employees and/or supervisors should direct any questions to their DD4, IIC Chief, or Special Office Chief.

(U) Volunteers Needed: The OSG and the CICG are seeking volunteers from the GOV workforce (military and civilian personnel) to assume a vital responsibility by serving as a Temperature Screener. DIA employees should not volunteer on days they are otherwise scheduled to work in DIA facilities, as this could impact their time spent on the mission. Rather, OSG and the CICG seek volunteers from those otherwise assigned to telework. To volunteer, please contact the POC for your facility:

(b)(3);10 USC 424;(b)(6)

(U) Temperature Screening: Due to the seasonal fluctuation of atmospheric temperatures during the day, employee temperature inspection checkpoints are now located inside the HQ, immediately before the turn stiles. If the employee temperature inspection checkpoints are returned to the tented area outside the exterior DIA HQ doors, space heaters will be used to raise the air temperature to the level needed to get an accurate core body temperature reading.

(U) Tips: OSG has provided several suggestions and guidance, ranging from food safety, to blood donations, to hand sanitizer, which can be accessed [here](#).

(U) Travel

(U) If you, or someone living with you, **traveled to or from, or stopped in**, any foreign country, or the states of California, Colorado, Florida, Louisiana, Massachusetts, New Jersey, New York, Texas, or Washington within the past 14 days, you may not access any DIA facility. You must return home and self-monitor for 14 days before requesting a medical clearance to return to work. If you have symptoms, such as a cough, fever, or shortness of breath, call your medical provider and notify your supervisor.

(U) VA Order: Governor Ralph Northam extended the executive order closing recreation and entertainment businesses, and banning large gatherings, until 8 May 2020 (updated order pending).

(U) MD Order: Governor Larry Hogan issued an updated COVID-19 [Executive Order](#).

(U) D.C. Order: Mayor Muriel Bowser extended the stay-at-home [order](#) through 15 May 2020, as well as a new order on the wearing of face coverings.

(U) CDC COVID-19 Statistics

****New Data** ICOD 27 0530L APRIL 2020 to 28 0530L APRIL 2020**

(U) Nationwide: 987,681 (+22,467) confirmed cases; 50,819 (+1,354) deaths.

(U) States of Interest:

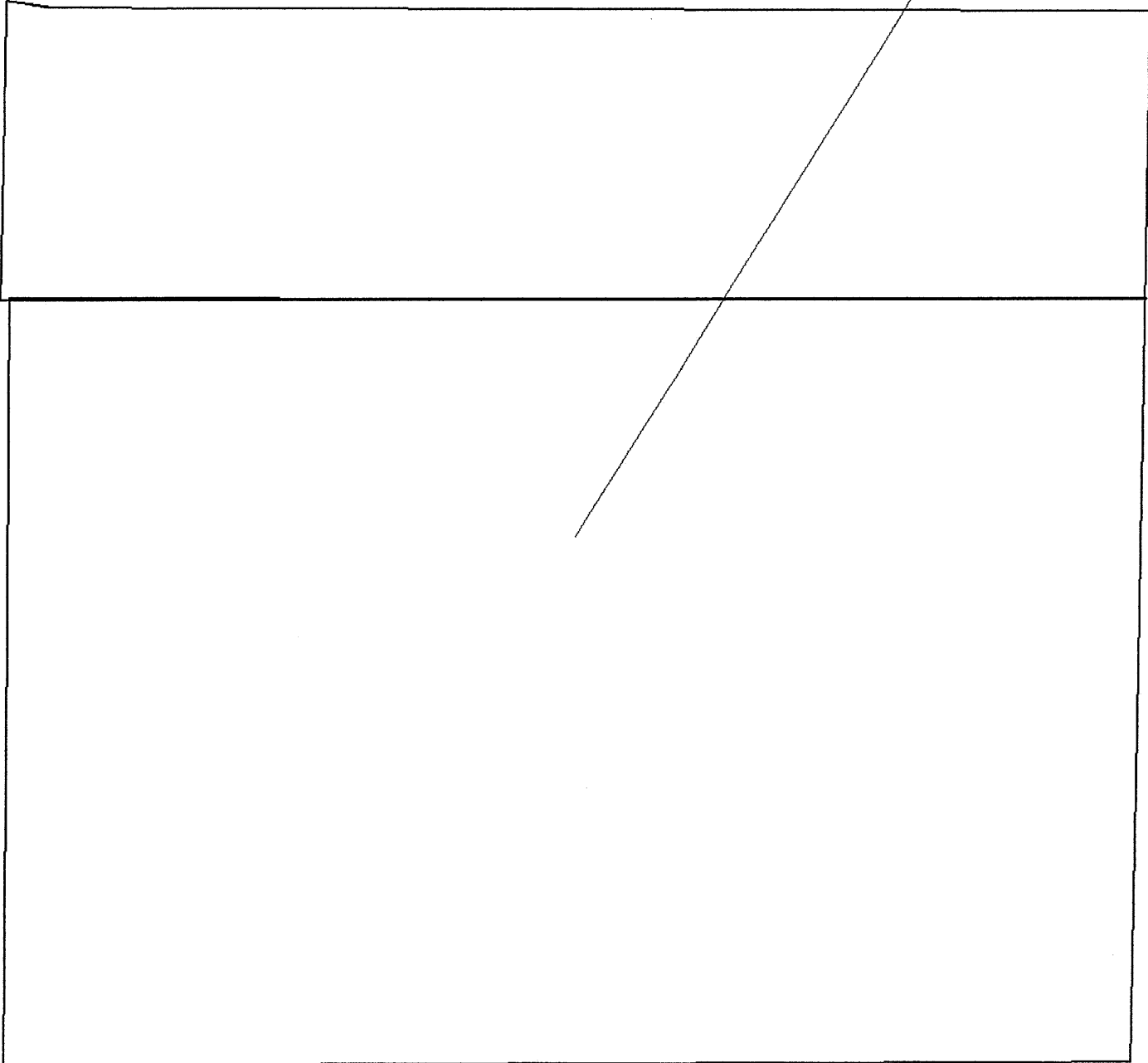
- (U) Alabama: 6,539 (+118) confirmed cases; 228 (+9) deaths
- (U) Colorado: 13,804 (+363) confirmed cases; 705 (+27) deaths
- (U) District of Columbia: 3,892 (+51) confirmed cases; 185 (+7) deaths

- (U) Florida: 32,130 (+610) confirmed cases; 1,087 (+14) deaths
- (U) Hawaii: 600 (+1) confirmed cases; 16 (+2) deaths
- (U) Illinois: 45,883 (+1,980) confirmed cases; 1,992 (+49) deaths
- (U) Maryland: 19,487 (+906) confirmed cases; 858(+31) deaths
- (U) Nebraska: 3,487 (+361) confirmed cases; 55 deaths
- (U) Virginia: 13,535 (+565) confirmed cases; 458 (+10) deaths

****End New Data****

Non Responsive Record

(b)(3):10 USC 424



(U) Coping Assistance: As the COVID-19 pandemic continues, here are some tips for *Coping with Coronavirus Fears* to consider.