



**DEPARTMENT OF THE AIR FORCE**  
788TH CIVIL ENGINEER SQUADRON (AFMC)  
FIRE & EMERGENCY SERVICES DEPARTMENT  
WRIGHT-PATTERSON AIR FORCE BASE OHIO

**POLICY FOR LIFE SAFETY AND PROTECTION OF NATIONAL SECURITY**

FROM: FIRE CHIEF, JACOB KING  
TO: ALL MEMBERS AND SECTIONS  
REF: COVID-19 POLICY

16 March 2020

**COVID-19 POLICY 1**

**RESPONSIBILITIES:** All members are required to adhere with policy guidance fully and all supervisors are required to enforce this policy. Failure to adhere with policy will result in disciplinary action up to and including dismissal, IAW Law, Rule and Regulations.

**NOTE:** This is dramatic changes to our operations but I believe they are imperative to maintain the health and safety of our personnel. It is noted that increased hygiene is required and hand washing or use of alcohol based cleaners after use of all PPE.

**Station Disinfection:**

1. Beginning of the shift all stations will disinfect all TV Remotes, Phones, door handles; light switches in the station, counters in kitchens, kitchen table.
2. At 1400 hours this will completed a second time
3. This will be done with PPE- Eye Protection and Gloves

**All other Sections:**

1. At the beginning of the duty day, disinfect all TV Remotes, Phones, door handles; light switches and conference tables.
2. Suggest at 1400 for this be completed a second time.
3. This will be done with PPE- Eye Protection and Gloves

**Vehicle Disinfection:**

1. At vehicle check out- All door handles, steering wheels, radios, sirens, armrests, keys, or start buttons will be disinfected.
2. This will be conducted throughout the shift as needed based on call types and Captain discretion.
3. This will be done with PPE- Eye Protection and Gloves

This Policy is effective 17 March 2020

*Jacob D. King*