



SENIOR MISSION COMMANDER GUIDANCE

INSTALLATION ACCESS POLICY

Visitor Control Center: (787) 707-3995

Effective 1 June 2020—Page 1

****This notice explains the Senior Mission Commander's Guidance on Fort Buchanan's Installation Access Policy effective 1 June 2020 until further notice. THIS POLICY IS SUBJECT TO CHANGE AT ANY TIME – Please watch for updates on our Facebook and Webpage****

1. **HPCON Charlie**: Due to the emergency situation with Coronavirus (COVID-19), the Senior Mission Commander for Fort Buchanan has implemented Health Protection Condition (HPCON) Charlie (Substantial - Sustained Community Transmission). To protect the force, we urge our community members to follow the Puerto Rico Governor's Executive Orders restricting movement and the Centers for Disease Control (CDC) guidelines for hygiene and social distancing. The use of cloth face covering and social distancing will be enforced on the installation. Do not come on post if you are sick or been mandated to be on restriction of movement from your command or health care provider.
2. **While Fort Buchanan is at HPCON Charlie**:
 - a. SPC Frances M. Vega gate remains open Monday—Saturday from 6 a.m. to 6 p.m. (Sunday and Federal holidays closed), Inbound and Outbound traffic, until June 30, 2020. Traffic through this gate is **ONLY FOR SERVICE MEMBERS IN UNIFORM AND COMMON ACCESS (CAC) CARD HOLDERS**, and personnel from the Puerto Rico National Guard supporting COVID-19 operations. The gate is closed for the community. Information about HPCON Charlie measures is available at <https://phc.amedd.army.mil/topics/campaigns/covid19/Pages/HPCON.aspx>.
 - b. Borinqueneer's Gate is open 24/7. On Tuesday, Wednesday, Friday, and Saturday **ALL** valid installation access credentials will be accepted at Borinqueneer's Gate from 5 a.m. to 4 p.m. daily and must exit the installation by 5 p.m. if not associated with the installation. **The MWR card and the VHIC pass WILL NOT BE ACCEPTED TO ACCESS THE INSTALLATION.**
 - c. Retirees and their dependents will be allowed based on the last digit of their license plate number. On Tuesday and Saturday **ONLY** cars with odd numbers will be allowed on post. On Wednesday and Friday **ONLY** cars with even numbers will be allowed on post.
 - d. Only two (2) persons per vehicle.
 - e. Only two (2) persons will be allowed to enter the Commissary and Exchange.
 - f. All active/reserve Service Members and their dependents will have access to visit the Commissary and the Exchange every day of the week; however, preferred days will be Thursday and Sunday with shorter wait time.
 - g. Federal employees authorized to visit the Commissary and Exchange will have access to visit the Commissary and the Exchange during the week; however, preferred days will be Thursday and Sunday.
 - h. The trusted traveler program is suspended. No guests allowed.



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3. **Access Delays**: We expect medical screenings to cause major delays at Borinqueneer's Gate and traffic backups. Personnel seeking access to Fort Buchanan must plan accordingly.

4. **Commissary (DeCA) and Exchange (AAFES) Operations**:

a. The visitor policy is suspended. Authorized patrons are **NOT** permitted to bring any visitors into the Commissary or Exchange facilities. Only one hundred and fifty (150) in-store customers will be allowed at any given time inside the Exchange main store, only fifty (50) at the PXtra and only three (3) at the Gas Station Store. Only one hundred (100) in-store customers will be allowed at any given time inside the Commissary. The use of cloth face covering and social distancing of not less than six (6) feet is mandated and will be strictly enforced. Social distancing is mandated inside the stores as well as in the lobby, food court, sidewalk and parking areas.

b. Patrons will bring and wear their own protective equipment - cloth face covering (mask) and gloves. None will be dispensed at Fort Buchanan. Patrons should be prepared to stand for long periods of time. Cloth face coverings are mandated to wear at all times.

c. Patrons will adhere to the above instructions as well as any other imparted by DeCA, AAFES and Fort Buchanan's Police Force. Non-compliant patrons will be escorted off the installation and will be barred from reentering post as deemed proper.

5. This Notice constitutes an **ORDER** to all individuals within the Fort Buchanan military installation. It is mandatory and punitive in nature. Violators will face adverse criminal and administrative sanctions. The Visitor Control Center hours are from 7:00 a.m. to 4:00 p.m., Monday thru Friday. If you have questions concerning access to Fort Buchanan, please contact the Visitor Control Center at (787) 707-3995.