



DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON WEST POINT
681 HARDEE PLACE
WEST POINT, NY 10996

REPLY TO
ATTENTION OF:

IMML-ZA

20 Mar 20

MEMORANDUM FOR: All United States Army Garrison West Point Personnel

SUBJECT: United States Army Garrison (USAG) West Point Temporary Policy #02, Staggered Entry Times onto West Point to Facilitate Prompt Arrival of Mission Essential/EOC Personnel

1. Applicability. Effective immediately and until further notice this policy applies to all garrison organizations and activities within the USAG West Point Community that work on West Point.
2. In order to to facilitate the prompt arrival of Mission Essential and Emergency Operation Center (EOC) personnel onto West Point to perform their critical function, gate entry from 0700 to 0800 daily is reserved for Mission Essential and EOC personnel. All other personnel requiring entry to West Point must do so either before 0700 or after 0800.
3. Organizational leaders are encouraged to further stagger their organization's report times for Non-Mission Essential/EOC personnel outside of the protected 0700 to 0800 window. By not having all of your employees all report at the same time, we can reduce the back log at the gates and enhance the flow of traffic. By complying with this policy we can reduce the amount of time spent waiting in line for everyone.
4. Our success to prevent the spread of COVID-19 is dependent upon ensuring mission essential/EOC personnel can performing their critical planning and operations functions to keep us all safe. Thank you all for your patience and cooperation.

HARRY C MARSON V
COL, SF
Commanding