



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY GARRISON  
BLDG 237, B AVE, P.O. BOX 105021  
FORT IRWIN, CA 92310-5000

IMNT-ZA

25 March 2020

MEMORANDUM FOR CHILD AND YOUTH SERVICES (CYS) CHILDCARE PATRONS

SUBJECT: Mission Essential Personnel Verification

1. Due to the change in the HPCON level to CHARLIE, Fort Irwin's CYS programs will be adjusted to mission essential childcare. Patrons will be required to present CYS staff with confirmation of their mission essential status signed by a LTC (or above), GS-14 (or above), or tenant function lead.
2. Each patron will be required to complete the Fort Irwin CYS Mission Essential Personnel Verification Form, enclosure 1, with a LTC (or above), GS-14 (or above), or tenant function lead endorsement. The enclosed document will be sent electronically to current patron households and hard copies will be made available at the front desk of CYS childcare centers, beginning 25 March 2020.
3. Effective Friday, 27 March 2020, childcare for mission essential personnel will be strictly enforced.
4. The point of contact for this memo is Ms. Keisha Mock Yen, Child and Youth Services (CYS) Coordinator at (760) 380-4869 or by email at keisha.a.mockyen.naf@mail.mil.

Encl

 25 Mar 20  
JEANETTE A. MARTIN  
COL, AG  
Commanding