

## **Hello All CSS's, Chief's and Commanders,**

Col Stratton has directed a wing-wide recall, Starting at 1000 on Wed and needs to be complete by 1200 on Friday, 20 Nov

### **Please see below email directing a Wing-Wide health and wellness recall.**

It can be done via a phone call, email, voicemail, or some other direct contact and response back. Again, 100% contact is required for each unit.

### **Each member within each unit needs to be asked below questions.**

The script should be something like:

- Hi, this is (insert name here) calling from the Wing HQ (212<sup>th</sup> RQS, CPTF, etc.). We are doing a 100% health and wellness recall/check-in.
- How are you and your family doing?
- Are you aware of the JBER Public Health Emergency (PHE) Declaration, the Restriction of Movement (ROM) Order, and the associated base access restrictions?
- Have you had any issues with the PHE, ROM or access restrictions?
- We want to make sure that you are aware that the wing is still going to execute the December UTA, in accordance with your unit commander's guidance, which may include Telework portions of the drill.
- We also want you to remember that you still have access to the Wing Director of Public Health (DPH), Diann Richardson at 551-0283 or 907-306-9941; and the Wing Chaplain, Major Burns at 551-1049 or 907-229-0010.
- Another great contact is Mr. Justin Young, our family Programs POC at 551-7649 or 907-347-4194.
- What other support can the wing provide to you and your family?

### **CSS's**

- 1. 100% contact required for each member within unit**
- 2. Compile response if assistance is needed**
- 3. Send information to Unit Commander and to [176wg.cca@us.af.mil](mailto:176wg.cca@us.af.mil).**
- 4. Send 100% recall complete email to [176wg.cca@us.af.mil](mailto:176wg.cca@us.af.mil) .**

**If you have any questions please send an email to [176wg.cca@us.af.mil](mailto:176wg.cca@us.af.mil).**