



DEPARTMENT OF DEFENSE
MISSILE DEFENSE AGENCY
5700 18TH STREET
FORT BELVOIR, VIRGINIA 22060-5573

CT

March 16, 2020

MEMORANDUM FOR ALL INDUSTRY PARTNERS

SUBJECT: COVID-19 MDA Operations

In response to the World Health Organization declaration of pandemic and the POTUS declaration of National Emergency related to the novel coronavirus disease 2019 (COVID-19), MDA is enacting further measures to minimize the risk of transmission.

Beginning March 16, 2020, MDA has extended the telework pilot through March 20, 2020 for all MDA operations. I encourage our Industry Partners to implement telework for their employees as appropriate and avoid access to the MDA facilities. Agency operations continue during this period, but I have directed the team to suspend the issuance of any new Request for Proposals (RFPs) and to reassess and adjust proposal delivery dates for RFPs already issued. For specifics on each program, MDA Contracting Officers will provide further details through the normal solicitation communication process.

Effectively immediately, and in concert with the SECDEF's March 13, 2020 "Stop Movement" Directive, any official travel not already underway as of 1800 (Central Standard Time), March 15, 2020, shall be cancelled unless deemed mission essential by your respective MDA Program Manager. The SECDEF memo stipulates domestic travel, but MDA is extending the prohibition to all travel – both domestic and international.

For the most current information, I encourage you to monitor the following CDC website on a daily basis:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>

J. A. HILL
Vice Admiral, USN
Director