MEMORANDUM FOR RECORD

SUBJECT: Change in Commissary Guest Policy

1. As a health and safety measure for COVID-19, the US Army Garrison, Presidio of Monterey is restricting access of authorized patrons into the Ord Military Community Commissary. These restrictions will remain in place until the COVID-19 measures are reduced or removed.

2. The first measure is a reduction in personnel accessing the Commissary.
   a. Only categories of patrons who are authorized Commissary access pursuant to DODI 1330.17 enclosure 2, paragraphs 3 - 5 and who have an Identification card or other documentation are allowed entry.
   b. No guests of authorized patrons are authorized entry.
   c. Individuals who are authorized patrons but lack the ability to shop for themselves, may have a personal agent shop for them, if the personal agent possess a written letter of authorization.

3. The second measure is a limit on carts and quantities per authorized patron.
   a. Each authorized patron is only authorized to use one (1) shopping cart. This measure is to facilitate social distancing by enabling patrons to checkout more rapidly and to allocate limited supplies and services.
   b. Authorized patrons are only authorized to purchase items for the patron’s personal family use. Patrons shall not sell or give away commissary purchases to individuals or organizations not entitled to commissary privileges, except as limited and occasional gifts to family and friend or reasonable donations to charities. Purchases in excess of an authorized patron’s reasonable use or need is an abuse of privileges which may result in termination of commissary access.

4. I appreciate your understanding as we all work together to reduce the risk to each other.

5. The point of contact is Alex King, Director, Ord Community and Fort Hunter-Liggett at 831-242-7668.

GREGORY J. FORD
COL, MI
Commanding