



DEPARTMENT OF THE ARMY  
U.S. ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT STEWART / HUNTER ARMY AIRFIELD  
954 WILLIAM H. WILSON AVENUE  
FORT STEWART, GEORGIA 31314-5000

IMSH-ZA

23 March 2020

MEMORANDUM FOR Child and Youth Services (CYS) Patrons

SUBJECT: Mission Critical Child Care

1. Fort Stewart and Hunter Army Airfield's Child and Youth Services programs have been reduced IAW health protection measures. Effective Wednesday, 25 March 2020, Family and MWR Child and Youth Services (CYS) will provide fee based child care services from 0530-1800 to ONLY Mission Critical Child Care (MCCC) children aged 0-12 years in Child Development Centers (CDC), and School Age Centers (SAC). This will apply to both Fort Stewart and Hunter Army Airfield.

2. Each household will complete the FMWR CYS Mission Essential Personnel Verification Form (enclosure1) and obtain a LTC (or above), GS-14 (or above), or tenant function lead endorsement. The enclosed document was sent electronically to current patron households and may be downloaded from the Fort Stewart/Hunter Army Airfield FMWR website ([stewarthunter.armymwr.com](http://stewarthunter.armymwr.com)).

3. A Request for Mission Critical Child Care (MCCC) form is required and the form is due to the CYS facility (CDC/SAC) where your child is receiving services. This form is only a REQUEST and does not guarantee continued childcare. Child care will automatically be suspended if the form is not returned.

4. The Garrison Commander has delegated authority for the review and validation of requests to the DFMWR. Patrons who are determined eligible to receive Mission Critical Child Care will be notified by CYS personnel. Qualification for MCCC requires all guardians in the household to be deemed mission critical. Please be aware that child care may be suspended at any point based on changing conditions and updated guidance.

  
BRYAN L. LOGAN  
COL, AR  
Commanding



## Fort Stewart/Hunter Army Airfield Child & Youth Services COVID-19 Mission Essential Personnel Verification Form

Child's Full Name \_\_\_\_\_ Age \_\_\_\_\_ Bldg \_\_\_\_\_ Classroom # \_\_\_\_\_  
Currently Enrolled: Full Day \_\_\_\_ Before School \_\_\_\_ After School \_\_\_\_ PreK \_\_\_\_

Child's Full Name \_\_\_\_\_ Age \_\_\_\_\_ Bldg \_\_\_\_\_ Classroom # \_\_\_\_\_  
Currently Enrolled: Full Day \_\_\_\_ Before School \_\_\_\_ After School \_\_\_\_ PreK \_\_\_\_

### SPONSOR INFORMATION (Active Duty or DOD Civilian)

Name \_\_\_\_\_ Rank \_\_\_\_\_

Unit/Work Location \_\_\_\_\_ Unit/Work Phone Number \_\_\_\_\_

Email Addresses \_\_\_\_\_ Cell Phone \_\_\_\_\_

Commander/Supervisor Name \_\_\_\_\_ Rank \_\_\_\_\_  
Must be O-5 and above for Active Duty / GS-14 or equivalent and above for DOD Civilian

Commander's/Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

### SPOUSE INFORMATION (Active Duty or DOD Civilian)

Name \_\_\_\_\_ Rank \_\_\_\_\_

Unit/Work Location \_\_\_\_\_ Unit/Work Phone Number \_\_\_\_\_

Email Addresses \_\_\_\_\_ Cell Phone \_\_\_\_\_

Commander/Supervisor Name \_\_\_\_\_ Rank \_\_\_\_\_  
Must be O-5 and above for Active Duty / GS-14 or equivalent and above for DOD Civilian

Commander's/Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

### Notice to Commander/Supervisor:

By completing this form, you are certifying that this Soldier/Civilian is **EMERGENCY** or **MISSION ESSENTIAL** personnel and is required to support the FS/HAAF Mission. This form is valid for one year from the date of signature.

\* Emergency and Mission Essential personnel who would normally report under a "Do Not Report Order".

For two person households, both members **MUST** be designated as Emergency or Mission Essential personnel.

This applies ONLY when limited or reduced services are provided due to post minimal manning or signification operational reduction.

### FOR CYS STAFF USE

DATE SUBMITTED \_\_\_\_\_ RECEIVED BY \_\_\_\_\_ APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_

Please check if it applies: Single Military \_\_\_\_ Dual Military \_\_\_\_