

(As of 16 March 2020)

## **Attachment 4**

### **ASSIGNMENT POLICY RESPONSES INDEX**

**\*\*Please refer to this FAQ as information will be updated periodically as the situation develops\*\***

*(Control+Click over the hyperlink to take you to that program)*

**DEFENSE TRAVEL MANAGEMENT OFFICE COVID-19 Travel and Transportation  
Entitlements Questions and Answers**

**[https://www.defensetravel.dod.mil/Docs/COVID-19\\_Travel\\_QAs-Civilian\\_and\\_Military.pdf](https://www.defensetravel.dod.mil/Docs/COVID-19_Travel_QAs-Civilian_and_Military.pdf)**

#### **MILITARY OS TRAVEL**

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(As of 16 March 2020)

**MILITARY CONUS (INCLUDING AK/HI) AND U.S. TERRITORY  
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**\*\*Please refer to this FAQ as information will be updated periodically as the situation develops\*\***

*(Control+Click over the hyperlink to take you to that program)*

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**I AM CURRENTLY TDY STATIONED IN THE CONUS (INCLUDING AK/HI OR A U.S. TERRITORY), CAN I RETURN TO MY DUTY STATION IN THE CONUS OR A U.S. TERRITORY?**

**I AM CURRENTLY STATIONED IN A NON-LEVEL 3 LOCATION CAN I PCS TO A CONUS TO CONUS (INCLUDING AK/HI OR US. TERRITORY), ON OR AFTER 16 MAR 20?**

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## **ADDITIONAL INFORMATION**

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*(Control+Click over the hyperlink to take you to that program)*

**WHAT IS BEING DONE TO ENSURE OUR SERVICE MEMBERS ARE SAFE IN THEIR TRAVELS AND KEEP THEM HEALTHY?**

**WHY WAS TRAVEL RESTRICTIONS IMPLEMENTED?**

**ARE THERE DESIGNATED LOCATIONS THAT SERVICE MEMBERS RETURNING CONUS MUST TRAVEL TO IN ORDER TO BE PLACED UNDER THE 14-DAY RESTRICTION OF MOVEMENT?**

**WILL THE SCREENING MEASURES ONLY BE FOR THOSE LANDING IN LEVEL 2 OR 3 LOCATIONS?**

(As of 16 March 2020)

### **I HAVE AN ASSIGNMENT TO OR FROM AN IMPACTED LOCATION, NOW WHAT?**

Effective 13 March 2020, Total Force Military and Civilian Airmen and their families traveling *to, from or through* Centers for Disease Control and Prevention (CDC) with Travel Health Notices of Level 3 (COVID-19) will Stop Movement for the next 60 days. See attachment 4 of guidance for impacted countries. Concurrent official travel for family members of Total Force Military and Civilian Airmen is *denied to, from or through* CDC Countries with Travel Health Notices of Level 2. See attachment 4 of guidance for impacted countries.

Specific PCS guidance for military Airmen is outlined in the “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”.

If your assignment is *to or from* an Overseas country designated as **Level 3** for COVID-19 by the CDC, reference Part I, para 2. RNLTD and DEROS Extension requirements are outlined in Part I, para 5. Exceptions are outlined in Part I, para 5.

If your assignment is **accompanied** and *to* an overseas country designated as **Level 2** for COVID-19 by the CDC, and you have family members who are impacted by the concurrent official travel denial, reference Part II, para 2.

If your assignment is to or from CONUS to CONUS location reference Part II, para

Due to the nature of the COVID-19 outbreak and specific state and country reactions to the virus, the CDC assessment for Level’s 1, 2, and 3 is fluid in nature and is ever changing. We ask that you stay in touch with your leadership for future updates. Additional information on COVID-19 is available on the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/summary.html>, a real-time listing of countries affected can be found at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>. You can also access information on the Air Force’s Personnel Center Facebook page, [www.facebook.com/airforcepersonnelcenter](http://www.facebook.com/airforcepersonnelcenter) and on the U.S. Air Force page at <https://www.af.mil/News/Coronavirus-Disease-2019/>.

### **I AM OVERSEAS AND MY DEROS IS APPROACHING AND HAVE AN ASSIGNMENT TO AN IMPACTED LOCATION, NOW WHAT?**

Any DEROS and RNLTD extensions required based off the stop movement guidance, will be made by AFPC. Extensions will be for 60 days.

### **I HAVE A FOLLOW ON ASSIGNMENT TO AN IMPACTED LOCATION, CAN I ASK FOR A DIVERSION?**

Not at this time, remain in place or follow Stop Movement guidance. Specific PCS guidance for military Airmen is outlined in the “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”.

### **I AM CURRENTLY TDY AT AN IMPACTED LOCATION TDY, DO I RETURN TO MY HOME STATION?**

(As of 16 March 2020)

No, remain in place. See Part I, para 3 of “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”.

Airmen projected TDY or Leave to a Stop Movement location will *not* proceed. Airmen currently at a TDY location impacted by Stop Movement will remain in-place until further guidance or Stop Movement is terminated. Airmen enroute will be contacted by their chain of command for instructions. Airmen currently on leave at an impacted Stop Movement country will remain in-place and will be contacted by their chain of command for further guidance. Upon member returning to home station leave dates will be adjusted accordingly.

If you are on official travel to non-Level 3 designated locations, see Part III of “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”.

**I AM SCHEDULED TO GO ON A DEPLOYMENT. WILL MY DEPLOYMENT BE CANCELLED? WHAT SHOULD I DO, WHO SHOULD I CONTACT?**

Stay in touch with your deployed and home station unit leadership, and make sure they know how best to reach you. As more information becomes available, we will pass it on or you will be contacted through your chain of command.

**I AM CURRENTLY DEPLOYED, WILL I BE BROUGHT HOME EARLY? WHO CAN I CONTACT TO FIND OUT?**

Stay in touch with your deployed and home station unit leadership, and make sure they know how best to reach you. As more information becomes available, we will pass it on or you will be contacted through your chain of command.

**I HAVE AN ASSIGNMENT AND WAS SUPPOSED TO HAVE MY HHGS PICKED UP. WHAT DO I DO?**

For general questions prior to movement of HHG, NTS or POV those members can contact their local transportation office.

**I HAVE AN ASSIGNMENT TO OR FROM AN IMPACTED LOCATION AND NOT SURE WHERE MY HHGS ARE?**

Those members who already have HHG, NTS in the pipeline should contact the losing transportation office.

**AS AN MPF, HOW DO WE PROVIDE PERSONNEL SUPPORT FOR IMPACTED MEMBERS**

Please thoroughly review guidance in the “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”. This document covers the stop movement order and concurrent travel guidance in addition to TDY hold guidance. For Outbound Assignments sections, further guidance will be relayed via official channels to track and report personnel who have outprocessed and departed for PCS but have not yet signed in.

(As of 16 March 2020)

**NOTE:** Anyone planning to travel to overseas destinations are advised to individually review the U.S. Department of State's website for up-to-date overseas travel information for destination countries and the Emergency Alert for Coronavirus page at <https://travel.state.gov/content/travel.html>.

### **I HAVE AN ASSIGNMENT TO OR FROM AN IMPACTED LOCATION, NOW WHAT?**

Effective 16 March 2020, Military Airmen and their families assigned to DoD installations, facilities, and surrounding areas in the United States and its territories on government-funded travel will Stop Movement through 11 May 2020. All military Airmen will Stop Movement. Until the travel restrictions prescribed above are lifted, military Airmen are only authorized local leave. DoD family members, whose transportation is government-funded, will also Stop Movement.

### **I HAVE PCS TRAVEL TO OR FROM A CONUS TO CONUS (INCLUDING AK/HI LOCATION OR PCS TRAVEL TO OR FROM A U.S. TERRITORY); ARE THERE TRAVEL EXCEPTIONS?**

Exceptions may be granted in writing for compelling cases where travel is determined to be mission-essential, necessary for humanitarian reasons, or warranted due to extreme hardship.

### **WHAT IS CLASSIFIED AS MISSION-ESSENTIAL TRAVEL?**

Mission-essential travel refers to work that must be performed to ensure the continued operations of mission-essential functions as determined by DoD component.

### **I HAVE A TRAVEL EXCEPTION, WHO IS THE APPROVAL AUTHORITY?**

Approval authority for these exceptions belongs to the Combatant Commander if the individual is assigned to a combatant command; the Chairman of the Joint Chiefs of Staff if the individual is assigned to the Joint Staff; the Secretary of the Military Department concerned for personnel under his or her jurisdiction; or the Chief Management Officer for the Office of the Secretary for Defense, Defense Field Activities and Agencies.

This authority may be delegated in writing to a level no lower than the first general officer, flag officer, or member of the Senior Executive Service in the traveler's chain of command or supervision. These exceptions are to be done on a case by case basis, shall be limited in number, and shall be coordinated between the gaining and losing organizations, as appropriate.

### **I HAVE DEPARTED A CONUS INSTALLATION (INCLUDING AK/HI OR U.S. TERRITORY) PRIOR TO 16 MAR 20 AND CURRENTLY ON LEAVE ENROUTE WITHIN THE CONUS OR U.S. TERRITORY, CAN I REPORT TO MY NEXT DUTY LOCATION IN THE CONUS/U.S. TERRITORY?**

Individuals who have already initiated travel (including intermediate stops) are authorized to continue to their final destination.

### **I AM CURRENTLY TDY STATIONED IN THE CONUS (INCLUDING AK/HI OR A U.S. TERRITORY), CAN I RETURN TO MY DUTY STATION IN THE CONUS OR A U.S. TERRITORY?**

(As of 16 March 2020)

Individuals whose TDY ends within stop movement period are authorized to return to their home station.

**I AM CURRENTLY STATIONED IN A NON-LEVEL 3 LOCATION, CAN I PCS CONUS (INCLUDING AK/HI OR US. TERRITORY), ON OR AFTER 16 MAR 20?**

Travel from Level 2 COVID-19 designated locations to CONUS (to include AK, HI and U.S. territories) must be in accordance with travel screening protocol in attachment 3. Additionally, Airmen assigned to a Level 2 COVID-19 location who are currently in a TDY or leave status in CONUS (to include AK, HI and U.S. territories) are permitted to return to home station in accordance with travel screening protocols in attachment 3.

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For general questions prior to movement of HHG, NTS or POV those members can contact their local transportation office.

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Those members who already have HHG, NTS in the pipeline should contact the losing transportation office.

**AS AN MPF, HOW DO WE PROVIDE PERSONNEL SUPPORT FOR IMPACTED MEMBERS?**

Please thoroughly review guidance in the “Stop Movement and Concurrent Guidance Related to Travel Restrictions Due to the Coronavirus Disease (COVID-19)”. This document covers the stop movement order and concurrent travel guidance in addition to TDY hold guidance. For Outbound Assignments sections, further guidance will be relayed via official channels to track and report personnel who have outprocessed and departed for PCS but have not yet signed in.

**What is being done to ensure our service members are safe in their travels and keep them healthy?**

The actions outlined in Secretary Esper’s memo and the Force Health Protection Supplement #4 are done to protect our personnel and their families. The department will take several measures to enhance traveler safety, such as establishing pre- and post-travel screening and reception procedures and transitioning to military and DoD contracted aircraft for from or to CDC Level 3 or Level 2 designated areas. Additionally, DoD has instituted domestic official travel restrictions through May 11 (e.g. Permanent Change of Station and Temporary Duty) to safeguard our people. We encourage all DoD personnel and families to visit <https://www.defense.gov/Explore/Spotlight/Coronavirus/> for tips on staying healthy.

(As of 16 March 2020)

**Why was travel restrictions implemented?**

In order to help limit COVID-19's spread and its impact on the force, the Secretary of Defense instituted travel restrictions for both international and domestic travel.

**Are there designated locations that service members returning CONUS must travel to in order to be placed under the 14-day restriction of movement?**

There is no designated quarantine location for returning personnel. Each service member will stay at home or other appropriate domicile coordinated with the parent command for 14 days, practice social distancing and conduct self-monitoring. All required pre-travel screening will be adhered to in accordance with the Force Health Protection guidance supplement #4:

<https://media.defense.gov/2020/Mar/11/2002263241/-1/-1/1/FORCE-HEALTH-PROTECTION-GUIDANCE-SUPPLEMENT-4.PDF>

**Will the screening measures only be for those landing in Level 2 or 3 locations?**

No, this policy applies to all personnel who travel or have recently traveled. However, the actions we expect our leaders and people to take are dependent upon their travel routes and locations. At this time, all countries other than the United States are either Level 2 or Level 3, which requires screening whether it was for travel to, from, or through.

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