

STOP MOVEMENT and Concurrent Travel Guidance Related to Travel Restrictions due to the Coronavirus Disease (COVID-19) - (Supersedes Previous Guidance-- Incorporates Updates as of 17 March 2020)

Applicable to: Total Force

TO: MAJCOM/A1, FSS/CC and MPF Chiefs and Superintendents. Please disseminate this message to Comptroller and Logistics Readiness Squadron Commanders.

This guidance applies to Total Force Military Airmen.

For Civilian-specific guidance, to include movement, recruiting actions, telework, leave, and duty status, refer to https://mypers.af.mil/app/answers/detail/a_id/46583. Civilian personnel movement execution guidance will be forthcoming and will be transmitted to the civilian personnel offices.

For Air National Guard specific guidance, contact the ANG Command Center at DSN: 612-6001 or commercial (240) 612-6001.

For all Air Force Reserve member 24 hour support/inquiries, contact AFRC Force Generation Center/Battlewatch at DSN: 497-1234 or commercial (478) 327-1234 or after hours DSN: 497-0680 or commercial (478) 327-0680. For specific Reserve AGR assignment guidance, contact ARPC/DPAA at DSN 847-1704 or commercial 720-847-1740 or via myPers: <https://mypers.af.mil>. For IMA personnel contact your RIO detachment or contact HQ RIO at 720-847-3266.

This is the fourth message providing Stop Movement and Concurrent Travel guidance and supersedes previous messages. As travel restrictions change, the guidance will be updated and disseminated immediately. Our understanding of COVID-19 is rapidly evolving, and this guidance will be continuously evaluated as conditions warrant.

DASHBOARD:
Stop Movement Dashboard (Military) - As of 17 March 2020

This guidance is two parts with eight attachments.

Part I - Stop Movement

Part II - Concurrent Travel

PART I: Stop Movement for Permanent Change of Station (PCS), Temporary Duty (TDY), Contingency Deployments, and Leave:

1. Effective 13 March 2020, Total Force Military Airmen and their families traveling to, from, or through Centers for Disease Control and Prevention (CDC) Travel Health Notices Level 3 (COVID-19) designated locations as depicted at Attachment 1 will Stop Movement through 11 May 2020:

(Attachment 1 will be adjusted as CDC guidance is updated). This includes all forms of official travel, including PCS, TDY, and government-funded leave. For military Airmen, this also includes personal leave and other non-official travel. Authorized Departures are delayed until appropriate transportation and reception procedures are in place for their intended route of travel as prescribed in Secretary of Defense 11 March 2020 memorandum (Attachment 2) and Deputy Secretary of Defense 13 March 2020 memorandum (Attachment 5).

Effective 16 March 2020, Total Force 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 As detailed in this message:

Until the travel restrictions prescribed above are lifted, military Airmen are only authorized local leave. TDY and leave exceptions and guidance are outlined in paragraph 6 below. DoD family members, whose transportation is government-funded, will also Stop Movement.

Exceptions to 16 March guidance: Individuals who have already initiated CONUS-to-CONUS (to include AK, HI and U.S. territories) travel (including intermediate stops) are authorized to continue to their final destination. Those whose TDY ends while this memorandum is in effect are authorized to return to their CONUS (to include AK, HI and U.S. territories) home station as prescribed in Deputy Secretary of Defense 13 March 2020 memorandum (Attachment 5). This does not apply to individuals who are currently in or returning to Level 3 (COVID-19) designated locations.

(UPDATED 17 March 2020) Level 2 (COVID-19) Guidance: PCS Travel from CONUS (to include AK, HI and U.S. territories) to Level 2 (COVID-19) and from Level 2 (COVID-19) to CONUS is **authorized** and must be in accordance with travel screening protocol in Attachment 3. **Concurrent Travel to Level 2 (COVID-19) is not approved (see Part II for Concurrent Travel guidance).** Airmen PCSing from a Level 2 (COVID-19) to CONUS (to include AK, HI and U.S. territories) are authorized return with dependents. Additionally, Airmen assigned to a Level 2 (COVID-19) locations 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.

2. Stop Movement guidance for Military Airmen to or from Level 3 (COVID-19) designated locations:

A. Airmen currently assigned to a CONUS (to include AK, HI and U.S. territories) location with a projected PCS to a Level 3 (COVID-19) designated location who have not outprocessed or outprocessed but have not departed the local area, will remain in place until further guidance is provided. For leave enroute guidance, refer to paragraph 4 below.

B. Airmen currently assigned to an **OCONUS** location with a projected PCS to a Level 3 (COVID-19) designated location who have not outprocessed or outprocessed but have not departed the local area, will remain in place until further guidance is provided. Airmen electing to proceed on their scheduled leave enroute to leave locations not impacted by Stop Movement must comply with the guidance outlined in paragraph 4 below.

C. **Airmen that departed their last duty location and are enroute to a Level 3 COVID-19 designated location** must be immediately contacted by their chain of command or their losing FSS/MPF by whatever means available. Airmen will not proceed until further guidance is provided. Enroute Airmen will receive further guidance from AFPC following initial contact with their losing MPF. FSS/MPFs may use this message as authority to place Airmen in this category on TDY hold IAW AFI 36-2110, paragraph 3.13. Instructions to amend an Airman's PCS orders will be provided to the MPF after Stop Movement is terminated. Airmen placed on TDY hold are not entitled to a rental vehicle, but are authorized TDY per diem.

3. TDY or Leave:

A. **(UPDATED 17 March 2020) Leave:** Until the prescribed domestic travel restrictions are lifted, military Airmen stationed in CONUS (to include AK, HI and U.S. territories) are only authorized local leave in accordance with AFI 36-3003, and local leave policies. This also applies to Regular and Special Pass (i.e. weekends) situations. Exceptions to this are outlined in paragraph 6 below.

B. **TDY or Leave to or from Level 3 (COVID-19) Designated Locations:** Military Airmen with a projected TDY or Leave to or from a Level 3 (COVID-19) designated

location will not proceed. Airmen currently assigned to a Level 3 (COVID-19) location and are at or enroute to or from their TDY or leave cannot return to their Level 3 (COVID-19) location until further guidance is available. Upon member returning to home station, leave dates and duty status codes will be adjusted accordingly to ensure Airmen are not inappropriately charged additional leave.

C. Authorized travelers will adhere to the Force Health Protection guidelines in Attachment 3 and later guidance, if any.

D. Exceptions to this guidance is outlined in paragraph 6 below.

4. (UPDATED 17 March 2020) Leave Enroute Guidance:

At this time, leave enroute is not authorized for any category of move. Requests for exception should follow guidance in paragraph 6.G. below. For Airmen desiring local leave, commanders are encouraged to allow Airmen to utilize local leave prior to out-processing or after arrival at gaining location.

5. (UPDATED 17 March 2020) DEROS and RNLTD Extensions:

Any DEROS and RNLTD extensions for the months of March, April and May 2020 required based off of this guidance, will be made by AFPC. Extensions will be for 60 days from current dates.

6. Exemptions and Exceptions to this Guidance:

A. CONUS-CONUS (to include AK, HI and U.S. territories) Travel for the Purpose of Medical Treatment: Travel by patients and medical providers for the purpose of medical treatment for DoD personnel and their family members is authorized.

B. PCS, TDY, or Leave within CONUS (to include AK, HI and U.S. territories): Effective 16 March 2020, Military Airmen who have already initiated CONUS-to-CONUS (to include AK, HI and U.S. territories) travel (including intermediate stops within the CONUS) are authorized to continue to their final destination.

C. Military Airmen with a Retirement or Separation date through 11 May 2020 are exempt.

D. (UPDATED 17 March 2020) Travel Screening: Individuals traveling from a Level 3 (COVID-19) designated location under an exception or exemption, including those traveling as part of a Department of State-issued Authorized Departure, are subject to travel screening protocols provided in Attachment 3.

E. (UPDATED 17 March 2020) Contingency deployments: *All currently scheduled* contingency deployments (Global Force Management GFM) activities) are defined as mission essential. This includes pre-planned missions in support of the Combatant

Commanders enduring operations and all pre-deployment activities (processing, training, etc.). *Any other missions require a SecAF-issued ETP in the absence of additional direction being issued.

F. (UPDATED 17 Mar) Accessions, Basic Military Training and Technical Training Student/Graduate Travel: Travel in accordance with these guidelines is authorized for Airmen (officer and enlisted) being accessed into the Regular Air Force. IAW 2 AF/CC NOTAM 20-003 (Attachment 6), Basic Military Training students and technical training students must move to their next duty stations upon completion of training. All technical training graduates will continue to out-process and travel to their first duty station. Losing organizations will coordinate with gaining units on any specific mitigation requirements. Graduates who have assignments to Level 2 (COVID-19) designated locations may be diverted as this situation evolves. **Graduates who have assignments to Level 3 (COVID-19) designated locations will be diverted.**

G. (UPDATED 17 March 2020) Additional exceptions may be granted in writing to the guidance contained herein for compelling cases where the travel is: (1) determined to be mission essential; (2) necessary for humanitarian reasons; (3) warranted due to extreme hardship. *Mission-essential travel refers to work that must be performed to ensure the continued operations of mission-essential functions, as determined by the DoD Component.* 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. Per the 13 March 2020 Deputy Secretary of Defense memorandum, 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 jurisdictions; or the Chief Management Officer for the Office of the Secretary for Defense, Defense Field Activities and Field Agencies. This authority has been delegated by the Secretary of the Air Force (Attachment 7) to the first general, flag officer, or member of the Senior Executive Service in the traveler's chain of command or supervision.

Individuals traveling under an exception or exemption listed under this paragraph, including those traveling as part of a Department of State-issued Authorized Departure, are subject to travel screening protocols as provided in Attachment 3.

7. TDY Hold and Airmen Status Reporting:

MPFs supporting RegAF Airmen will identify and report to AFPC all the Airmen placed on TDY hold.

Note: Airmen cannot be placed on TDY hold at their permanent duty station and Airmen must be in enroute (away from losing location) to PCS location to be placed on TDY hold. MPFs will also report the status of Airmen impacted by Stop Movement and report TDY hold information to afpc.dp3am.workflow@us.af.mil. Additionally, impacted Airmen will receive a direct message from myPers to provide the necessary information to AFPC/DP3AM. Further reporting information will be forthcoming via separate guidance.

8. (UPDATED 17 March 2020) PCS Amendments:

In cases where the Airman has already been issued PCS orders, AF Form 899, an Amendment, AF Form 973, will be required to reflect Stop Movement information. Instructions to amend an Airman's PCS orders will be provided after Stop Movement is terminated.

PART II: Concurrent Travel (applicable to small number of moves originating from outside CONUS (including Alaska, Hawaii, US territories) and non-Level 3 designated locations):

1. Effective 13 March 2020 and for the 60 days thereafter:

Concurrent official travel for family members of Total Force Military is denied to CDC Travel Health Notices Level 2 (COVID-19) designated locations as depicted at Attachment 1. This concurrent travel guidance restricts family members from traveling concurrently with the military or civilian sponsor.

2. PCS Concurrent Travel guidance for Military Airmen going to Overseas Countries designated as Level 2:

A. Family member travel delayed for 'Less than 20 Weeks': For Airmen currently at a CONUS location, MPFs will adjust the Airman's PCS orders, *AF Form 899*, the following: Check Item 13c to depict dependent travel is restricted for Less than 20 weeks and cite the Secretary of Defense memo dated 11 March 2020. Additionally, in item 22, Remarks, add the statement, "Dependent travel to (list level 2 O/S country) at government expense is not authorized until travel restrictions are lifted." Once dependent travel restrictions are lifted, amendments will be issued authorizing dependent travel. Airmen currently assigned overseas must seek guidance for PCS options according to the applicable guidance for the country assigned.

B. Hardship Requests: If Airmen have a hardship based on the concurrent travel policy and desire to request a RNLTD, DEROS or assignment diversion, MPFs will assist the Airmen with submitting the request. The Airman's commander must endorse the request. MPFs will submit the member's request with justification and commander's endorsement to afpc.dp3am.workflow@us.af.mil.

C. (UPDATED 17 March 2020) Exceptions to this Guidance: Requests for exception should follow guidance in Part I, paragraph 6.G. above.

Individuals traveling under an exception or exemption, including those traveling as part of a Department of State-issued Authorized Departure, are subject to travel screening protocols as provided in Attachment 3.

3. (UPDATED 17 March 2020) PCS Amendments:

In cases where the Airman has already been issued PCS orders, AF Form 899, an Amendment, AF Form 973, will be required to reflect concurrent travel restriction. Instructions to amend an Airman's PCS orders will be provided after Stop Movement is terminated.