



HEADQUARTERS, UNITED STATES FORCES KOREA

UNIT #15237
 APO AP 96271-5237

FKCC

26 March 2020

MEMORANDUM FOR All Service Members, Family Members, Civilian Employees, and Contractors

SUBJECT: USFK Commander's Leave Guidance

1. The personal sacrifices of every individual, USFK's strict health protection measures, and the Korean government's aggressive response have all contributed to the positive trends in controlling the spread of COVID-19 across the peninsula. However, many countries around the globe are experiencing outbreaks and have implemented stringent travel restrictions, mandatory quarantines, border closures, and prohibition of non-citizens from entry with little to no advanced notice, which will complicate plans for those wishing to travel.
2. In this COVID environment, USFK is faced with a situation where individual risks taken are shared with our entire force. Commanders and supervisors retain the authority to approve leave and have a responsibility to ensure their personnel account for HPCON Charlie measures in their travel plans, and are fully informed on the risks and restrictions associated with traveling on and/or off pen. Service Members are required to adhere to all HPCON Charlie measures and are subject to UCMJ. Having declared a PHE on 25 March 2020: Family Members, Civilian Employees, and Contractors addressed in this memo must follow existing HPCON measures in order to gain and maintain access to USFK installations. Non-compliance may result in an individual being barred from USFK installations for a period of two years.
3. Consistent with Department of Defense travel restrictions, the following measures will go into effect **27 0001 March 2020 and remain in effect through 11 May 2020 for USFK:**

	Service Members	Family Members, DOD Civilian and KN Employees, Contractors, and Visitors
Travel within Korea	<ul style="list-style-type: none"> • Local leave authorized • HPCON C restrictions remain in effect (no large gatherings, no dining out, etc) • Practice social distancing 	<ul style="list-style-type: none"> • HPCON C recommendations remain in effect (no large gatherings, no dining out, etc) • Practice social distancing
Departures from Korea* to any other country <i>*includes Jeju</i>	<ul style="list-style-type: none"> • Component Commander approved ETP required for any international travel • If approved, subject to destination country's quarantine policy (see www.usfk.mil) • If traveling to CONUS, 14-day mandatory quarantine (Restriction of Movement - ROM) on arrival. • 14-day quarantine will be charged as leave unless otherwise approved 	<ul style="list-style-type: none"> • USFK strongly recommends deferring discretionary leave and leisure travel • USFK strongly recommends not hosting visitors from off peninsula • If traveling outside of Korea, subject to destination country's quarantine policy (see www.usfk.mil) • Subject to employer's leave policies if quarantined
Arrivals	<p>All personnel arriving to Korea from another country shall complete a 14-day quarantine IOT gain and maintain USFK installation access. See 3.a below. Uniformed personnel are subject to the UCMJ. Non-uniformed personnel who fail to comply may be barred from USFK installations.</p>	

a. 14-Day Quarantine

- (1) Applies to: **Any person** who has traveled, or is hosting a traveler, from any country (or Jeju) other than South Korea after 27 0001 March 2020.
- (2) Start Date: Day traveler arrives to Korea.
- (3) End Date: 14 days after traveler arrives to Korea **if no symptoms have presented**.
- (4) Location:
 - (a) Option 1 – Travelers with independent quarters in Korea: traveler quarantines at residence.
 - (b) Option 2 – Travelers with shared quarters (family, roommate, or visitors) in Korea: Traveler and any cohabitant remaining at the local quarters will quarantine on-site. The Service Member **must separate themselves at an independent lodging** facility. Government lodging, TDY, and ROM reimbursement options may be available; USFK personnel should contact the chain of command for guidance.
 - (c) Option 3 – Travelers with shared quarters (family, roommate, or visitors) in Korea: **Entire household quarantines as a single group** and will have a designated sponsor to support the household identified in advance of arrival. The sponsor shall develop a support plan for **GO/FO/SES approval**. Telecommuting options may be available; USFK personnel should contact the chain of command for guidance.
- (5) Process: Self-monitor for symptoms. Take/log temperature twice daily. If you feel sick, provide a verbal report to your supervisor.

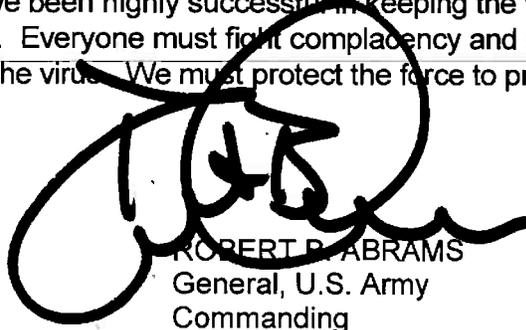
b. USFK Pre-Travel Requirement:

- (1) Register travel plans in the USFK Off Pen Travel Tracker at:

https://pacom.deps.mil/cmds/usfk-fkj3/j33/Lists/Leave_Tracker

- (2) This is not required for *one-way* travel out of Korea – i.e. PCS move.

4. These measures are designed to ensure our installations remain safe havens and free from the virus. Thus far, we've been highly successful in keeping the virus out of our formations and off our installations. Everyone must fight complacency and stay disciplined and vigilant to stop the spread and kill the virus. We must protect the force to protect the mission.



ROBERT P. ABRAMS
General, U.S. Army
Commanding