



11D & Fort Riley, KS

COVID Travel & Leave Business Rules Smart Card

PCS POLICY AND EXCEPTIONS TO POLICY (ETP)**PCS / TDY TRAVEL EXCEPTIONS AND EXEMPTIONS GUIDANCE**

ALARACT 054/2020, FRAGO 32 to FORSCOM EXORD, and FRAGOs 9, 10, & 11 to HQDA EXORD 210-20 in Response to COVID-19, the following applies:

Exempt. Does not require a waiver. The following conditions are exempt from travel restrictions: retirement, separation, release from Active Duty, patients and authorized escorts/attendants, GFM activities, PME, reclassification, Initial Military Training, SOF Force Generational Activities, intra-post moves, low/no cost moves and on AI to recruiting units and Korea. No exception to policy is required to submit in order to depart losing organizations. SM on AI to Korea will continue PCS movement and will report on their report date with 7 days early reporting authorized. Note: Exempt travel should be conducted by the most direct means. The exemption will be indicated on orders or on a LTC commander signed memorandum in the traveler's possession stating the exemption.

Unrestricted. Does not require a waiver. If a Service Member's duty station is certified unrestricted, SM is authorized to travel from, to, and through locations that are also unrestricted. No ETP Required. DHR will verify the unrestricted status no earlier than 10 days before the Soldier's departure (upon picking up clearing papers). If the status of any locations changes to restricted, the Soldier moves automatically into the restricted category. *Note: No documentation is required except for DA Form 31 for unrestricted travel.*

Restricted. Requires a waiver (DA Form 4187 & DA Form 31). The SM must submit a DA Form 4187 and obtain COL (O-6) or a civilian equivalent approval if the origin or destination is restricted. Additionally, travel through an area that is a red state/restricted should be handled in a risk reduction counseling conversation - not ETP - with the SM prior to leave or travel approval. The SM may not proceed without an approved waiver. A waiver may be requested in cases of extreme hardship, humanitarian reasons, or if a SM is considered mission essential by the gaining unit. If a waiver is approved, no other consideration of restricted or unrestricted travel is required and the SM may proceed. A copy of the approved waiver must be in the traveler's possession during out-processing and travel. A SM may also request a deletion or deferment in lieu of assignment orders IAW AR 600-8-11 and include a desired new report date. If the travel authorization category changes to unrestricted in time to execute travel IAW orders and special instructions, then the travel may proceed.

BELOW GUIDANCE APPLIES TO ALL THREE TRAVEL AUTHORIZATION CATEGORIES:

- All leaves and passes from travel restrictions, including PCS leave, can be approved by the normal leave approval authorities in accordance with AR 600-8-10. *Note: For OCONUS PCS ONLY, any personal leave beyond what is needed for direct travel must be taken before clearing and conducting the required 14-day ROM. (Not to include Alaska, Hawaii, or US territories)*
- Commanders and supervisors will conduct a risk assessment of the health status and travel itinerary for Service members requesting leave. Service members should not travel if they display a fever or other symptoms consistent with COVID-19 or if they have had close contact with someone who has tested positive for COVID-19 within the past 14 days. DoD personnel will comply with any DoD, Federal, State, and local restrictions while in a leave status.
- CDR's will reference HQDA EXORD 210-20 Coronavirus (COVID-19) Transition Framework, 26 May 2020, and associated FRAGOs as guidance. In addition, the IMCOM COVID-19 Placemat will be used to determine installation restricted/unrestricted status for States & host nations:
https://army.deps.mil/army/cmds/imcom_G3/CAT/Corona_Virus/SitePages/NewHome.aspx
- Per FRAGO 11 to HQDA EXORD 210-20, Soldiers, family members, DACs, & contractors departing on official travel from the US to another country will conduct a pre-travel 14-day ROM, unless the GCC or host nation requires a 14-day ROM at the destination location. Only one ROM is required, either before travel or after arrival. *(See Annex PP for a list of country ROM and test requirements)*. Travel commencing after 30 August 2020 Soldiers, DACs, and family members under the jurisdiction of the SECARMY conducting official travel from the US and its territories to another country will have a negative COVID-19 test result or medical clearance documentation (if previously diagnosed COVID19 positive within 90 days prior to overseas official travel) before departing home station. The negative test result or medical clearance must be received as close as possible to departure from home station. (Refer to page 3, ROM & COVID19 Testing Requirements)
- Units are reminded that ALARACT 053/2020, COVID-19 Consolidated Entitlements Guidance, provides commanders with options to manage Soldiers who are suspected to have been exposed to COVID-19. ALARACT 080/2020 provides clarification guidance for filing PCS/TDY travel claims when Soldiers and/or dependents travel was impacted by COVID-19 IAW provisions in ALARACT 054/2020. It further clarifies the ROM requirement and impact to entitlements.

