

From: LOCK, CLINT E JR GS-14 USAF USAFE 86 FSS/FSC
To: 86 AW Group Commanders; 86 AW Group Deputy Commanders; 435 AGOW Commanders; 521 AMOW/CCs; 86 AW Squadron Commanders; 86 AW Squadron Commanders
Cc: FISCHER, RAQUEL R GS-14 USAF USAFE 86 MSG/DD; FRAZIER, JOHN D Maj USAF USAFE 86 FSS/CC; WIRT, ROBERT T GS-14 USAF USAFE 86 FSS/CD; DRISKELL, DAVID H GS-12 USAF USAFE 86 FSS/FSEH; RICHARDSON, MICHAEL G GS-13 USAF USAFE 86 FSS/FSCA; CONATSER, AMBER L CIV USAF USAFE 86 FSS/FSCA; JOAS, HEINZ G DE USAF USAFE 86 FSS/FSCA-L; KNIFFEN, KATJA DE USAF USAFE 86 FSS/FSCL-E; 86 AW Group Execs; 435 AGOW Group Execs; 521 AMOW/CCE; USAFE-AFAFRICA/A1KC; 86 FSS_CPF_All Employees (Distro); USAFE-AFAFRICA/A1KC; JOAS, HEINZ G DE USAF USAFE 86 FSS/FSCA-L; PUZONE, MARIA C GS-14 USAF USAFE USAFE A1/A1KC; REICHERT, STEVE J GS-15 USAF USAFE USAFE A1/A1K
Subject: COVID-19 SECDEF Memo Transition to Conditions-based Phased Approach - Personnel Movement and Travel Restrictions - UPDATE
Date: Monday, July 27, 2020 4:23:58 PM
Importance: High

Commanders/Directors -

BLUF: We continue to move civilian employees/new hires through existing exemptions or exceptions to policy as outlined below. While PCS orders are being processed, they will not be released to the traveler with a firm entrance on duty (EOD) date unless/until all requirements below are met.

ACTION: Please share with all commanders/supervisors of US employees/positions.

DISCUSSION: The [COMUSAFE Travel Restriction Waiver dtd 1 Jul 20](#) provides an exception to policy for PCS movement to OCONUS, contingent upon both gaining and losing commander coordination. The [U-A Civilian PCS Decision Chart dtd 9 Jul 20](#) has been updated for your reference. Additionally, the [86 AW GO#2, Inbound Personnel Restrictions](#) prescribes requirements for all inbound personnel upon arrival. The intent is for commanders to hold coordination on a PCS move to Ramstein if on-base lodging is not available. Based on medical input and local national quarantine requirements, the goal is to control the influx of people who will be quarantined and require significant support (this is actual quarantine where newcomers from high risk areas may not leave their room/home except for emergency).

Civilian employees/new hires already en route will have to be worked on a case-by-case basis as the GO#2 is implemented. If an exception is required then it needs to be worked and incoming personnel need to understand they are required to quarantine upon arrival. If reservations for off-base lodging were made before the EU & Germany specifically included the U.S. as a high risk area, then personnel should be directed to make contact with the lodging to ensure there are no additional requirements for stay at the facility (many hotels are now requiring a negative test within a certain time period to allow a patron from a high risk area to stay).

- **CONUS PCS (Outbound)** – no changes; exempted per [OSD memo dtd 22 May](#), subpara k
- **OCONUS PCS (Inbound)** – executed via *Weekly Installation Gating Criteria* or the [COMUSAFE Travel Restriction Waiver dtd 1 Jul 20](#) (ETP)
 - Origin AND Destination **Green**: PCS orders will be released for travel; no ETP required
 - Origin OR Destination **Red**: COMUSAFE ETP executed; selecting official must obtain losing and gaining commander (G-series) coord; may be accomplished via e-mail and sent to AFPC via CPO for orders issuance

- Origin AND Destination **Green** BUT Travel Through **Red**: Current AF employee--losing commander (G-series) must authorize the through location(s); Non-AF employee--gaining commander (G-series) must approve
- PCS Orders Issuance: Once employee receives orders, they may proceed regardless if origin or destination turn back to red, unless subsequently contacted by gaining/losing unit or AFPC due to significant changes (e.g. DoD/AF guidance changes, extenuating circumstances at origin/destination, etc) in which case amendments are necessary

- **Employees not currently in transit/No PCS orders in hand**: Commanders (G-series orders) may only provide coord for PCS to RAB if on-base lodging is available for at least the quarantine period upon arrival
 - Note: EOD will be pushed to the right until CC coord is received

- **Employees currently in transit/PCS orders in hand**: Exceptions may be worked on a case-by-case basis to the on-base quarantine after confirming:
 - on-base lodging is indeed not available for at least the quarantine period upon arrival
 - off-base lodging facility confirms the inbound employee/family may quarantine at that location

We remain postured to advise and assist. Please address questions to the organization's US Staffing Specialist within the Civilian Personnel Office.

v/r
Clint

CLINT E. LOCK, GS-14, DAFC
Civilian Personnel Officer
Ramstein AB, Germany
86 FSS/FSC/Bldg 2120
DSN: 314 478-6680

From: LOCK, CLINT E JR GS-14 USAF USAFE 86 FSS/FSC
To: 86 AW Group Commanders; 86 AW Group Deputy Commanders; 435 AGOW Commanders; 521 AMOW/CCs; 86 AW Squadron Commanders; 86 AW Squadron Commanders
Cc: FISCHER, RAQUEL R GS-14 USAF USAFE 86 MSG/DD; REED, NATOSHA L Lt Col USAF USAFE 86 FSS/CC; WIRT, ROBERT T GS-14 USAF USAFE 86 FSS/CD; DRISKELL, DAVID H GS-12 USAF USAFE 86 FSS/FSEH; RICHARDSON, MICHAEL G GS-13 USAF USAFE 86 FSS/FSCA; CONATSER, AMBER L CIV USAF USAFE 86 FSS/FSCA; JOAS, HEINZ G DE USAF USAFE 86 FSS/FSCA-L; KNIFFEN, KATJA DE USAF USAFE 86 FSS/FSCL-E; 86 AW Group Execs; 435 AGOW Group Execs; 521 AMOW/CCE; USAFE-AFAFRICA/A1KC; 86 FSS_CPF_All Employees (Distro); USAFE-AFAFRICA/A1KC; JOAS, HEINZ G DE USAF USAFE 86 FSS/FSCA-L; PUZONE, MARIA C GS-14 USAF USAFE USAFE A1/A1KC; REICHERT, STEVE J GS-15 USAF USAFE USAFE A1/A1K
Subject: COVID-19 SECDEF Memo Transition to Conditions-based Phased Approach - Personnel Movement and Travel Restrictions
Date: Wednesday, June 17, 2020 12:53:56 PM
Importance: High

Commanders/Directors -

BLUF: We continue to move civilian employees/new hires through existing OSD exemptions or exceptions to policy ([ETP template](#)) until the conditions listed below are met. Organizations should strongly consider utilizing the ETP process for mission essential, humanitarian or hardship situations to get their inbounds moving and mitigate mission gaps. The authority to approve case-by-case waivers remains the first GO/SES in the traveler's chain of command. [SECAF](#) and [USAFE delegations](#) remain current; [86 AW Travel Restriction Exception Memo](#) should be used for non-AF and new hire inbounds to 86 AW. *While PCS orders continue to be processed, AFPC is not currently releasing them with a firm entrance on duty date unless there is an exemption or approved ETP.*

ACTION: Please share with all commanders/supervisors of US employees/positions to consider where ETPs may be necessary.

DISCUSSION: The [SECDEF memo dtd 22 May 20](#) transitioned DoD to a conditions-based, phased approach to COVID 19-related personnel movement and travel restrictions. The memo changes when travel may occur based on when locations have met conditions and received approval from OUSD(P&R). Additional details may be located in [CPS Transmittal #30](#).

- **Factor 1:** DoD released the [article](#) on State and Host Nations that meet state/region "green" conditions; Germany is currently on the list
- **Factor 2:** Assessment of the installation, facilities and locations is not yet available
 - Once determined, status of installations will be posted on [AF COVID-19 Commander's Tool Kit](#) under AF/A9 COVID-19 Health Assessment Dashboard (CHAD)
 - Until that time travel **may only occur** under an exemption previously identified or an exception to policy waiver

Hiring officials and the Civilian Personnel Office (CPO) should continue to monitor recruitment actions and CHAD. When conditions below are met, CPO will notify AFPC to finalize recruitment.

- [AFPC Civilian Decision Chart](#) will assist with determining when travel is unrestricted. A civilian leave decision chart is also included to assist you.
- Current Air Force employees: **Both losing and gaining** Installations status for travel must be approved.
-

Non-Air Force candidates/new hires: Only the ***gaining Installation*** status for travel must be approved.

OCONUS Outbounds/RAT Travel: [SECDEF memo dtd 22 May 20](#), exemption (k) allows travel by civilian employees complying with overseas tour rotation agreement requirements. Under this exemption civilian travel is permitted under the following circumstances:

- Employees currently stationed at an overseas duty station who are required to return back to the United States in accordance with tour rotation agreements
- Employees executing Renewal Agreement Travel (RAT)

Exemption (k) does not permit civilian travel for employees who have not commenced travel to the overseas permanent duty station, including placement under the Priority Placement Program. Travel under these circumstances may be with an ETP waiver process for mission essential, humanitarian or hardship.

We remain postured to advise and assist. Please address questions to the organization's US Staffing Specialist within the Civilian Personnel Office.

v/r
Clint

CLINT E. LOCK, GS-14, DAFC
Civilian Personnel Officer
Ramstein AB, Germany
86 FSS/FSC/Bldg 2120
DSN: 314 478-6680