



DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
OFFICE OF THE COMMANDER
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SCCC

11 June 2020

MEMORANDUM FOR SOUTHCOM HEADQUARTERS AND SUBORDINATE UNITS

SUBJECT: Transition to Conditions-based Phased Approach to Coronavirus Disease 2019 Personnel Movement and Travel Restrictions

References:

- (a) Office of the Under Secretary of Defense (Personnel and Readiness) Memorandum, subject: "Force Health Protection Guidance (Supplement 4) Department of Defense Guidance for Personnel Traveling during the Novel Coronavirus Outbreak," dated March 11, 2020
- (b) White House, "Guidelines Opening Up America Again (PDF slides)," dated April 16, 2020
- (c) Commander, U.S. Southern Command Memorandum, subject: "Modification and Reissuance of DoD Response to Coronavirus Disease (COVID-19)", dated April 28, 2020 (rescinded).
- (d) Secretary of Defense Memorandum, "Guidance for Commander on Risk-based Changing of Health Protection Condition Levels During COVID-19 Pandemic," dated May 19, 2020
- (e) Secretary of Defense Memorandum, "Transition to Conditions-based Phased Approach to Coronavirus Disease 2019 Personnel Movement and Travel Restrictions," dated May 22, 2020

1. Policy.

This memorandum rescinds reference (c) and reissues guidance on the transition to a conditions-based approach to Coronavirus Disease 2019 (COVID-19) personnel movement and travel restrictions.

In response to the global outbreak of COVID-19, and in order to maintain force health protection, readiness of the force, and mitigate the risk of transmission, SOUTHCOM is implementing the Department of Defense conditions-based phased approach to personnel movement and travel restriction, reference (e).

In order to resume unrestricted, government-funded travel and personal leave outside of the local area for military personnel, two overarching factors must be met: 1. state and/or regional criteria based on the White House's Opening Up America Again guidelines (reference b), and 2. Installation-level criteria based on conditions in and surrounding DoD installations, facilities, and locations.

The Office of the Under Secretary of Defense for Personnel and Readiness (OSD (P&R)) will publish a website where information on states, districts, territories, host nations, installations, facilities, and locations that meet all of the criteria in references (b) and (e) will be housed. We will use this website to make personnel movement and travel restriction determinations as appropriate.

Any personnel movement and travel restriction requests to or from locations that do not meet all of the criteria outlined in references (b) and (e), must request an exception to policy. Exceptions to policy (ETP) approval authorities and criteria are discussed in paragraphs 5 and 6 and exemptions are discussed in paragraph 7 of this memorandum.

Currently, Miami-Dade County is categorized as restricted travel location, therefore all travel to and from HQ, US Southern Command requires an ETP. The SCJ1 will publish notification when the restriction has been lifted.

2. U.S. Uniformed Personnel (including Exchange Officers).

Effective immediately, all government-funded travel OCONUS and CONUS including, permanent change of station, temporary duty travel, government-funded leave travel, authorized and ordered departures as issued by the State Department, and non-local travel and personal leave, is suspended unless the criteria outlined in reference (e) are met.

For HQs USSOUTHCOM, MARFORSOUTH, SOCSOUTH, and JIATF-S, and for the purposes of this policy during the COVID-19 national emergency, the local area is defined as travel within Brevard, Broward, Charlotte, Collier, Desoto, Glades, Hardee, Hendry, Highlands, Hillsborough, Indian River, Lee, Manatee, Martin, Miami-Dade, Monroe, Okeechobee, Orange, Osceola, Palm Beach, Pinellas, Polk, Sarasota, and St. Lucie counties.

3. DoD Civilians.

Effective immediately, all government-funded travel OCONUS and CONUS and all permanent change of station, temporary duty travel, government-funded leave travel, authorized and ordered departures as issued by the State Department, is suspended unless the criteria outlined in enclosure (e) are met.

DoD civilians with approved leave OCONUS may continue to travel to their desired location but must be advised of the associated health risks they may assume.

DoD Components may continue to onboard civilian employees within the defined local commuting area only, and civilian employees whose travel to the defined local commuting area is not government-funded.

4. Partner Nation Military Advisors and Interagency Personnel.

Individuals that have returned from any OCONUS location that has not meet the criteria outlined in reference (e) will be under a 14-day restriction from the DoD workplace starting from the date of departure from location.

5. Approval Authorities.

Component Commanders, the JIATF-S and JTF-GTMO Commanders are delegated authority to approve exceptions to policy for their assigned personnel mission essential travel and for service member leave outside of defined local commuting area as outlined in paragraph 6 below. This authority may not be further delegated.

The HQs USSOUTHCOM Chief of Staff is the approval authority for all exceptions to policy for all other personnel, to include the SCOs and JTF-Bravo. Approval authority is for all mission-essential travel as outlined in paragraph 6 below and for all military leave outside of the defined local commuting area. This authority may not be further delegated.

Approved travel will be reported to the Chief of Staff, USSOUTHCOM through the SCJ1. Reports will be forwarded to the SCJ1 Ops email NLT every Sunday at southcom.miami.scj1.mbx.j1x@mail.mil.

6. Exceptions to Policy.

Travel exception requests will only be approved on a case by case basis and in writing for compelling cases where the travel is:

- (a) determined to be mission-essential;
- (b) necessary for humanitarian reasons; or
- (c) warranted due to extreme hardship

Mission-essential travel refers to work that must be performed to ensure the following mission-essential tasks are completed:

- (a) Protect U.S. personnel and families.
- (b) Preserve the health and well-being of U.S. personnel and families.
- (c) Protect U.S. Government property.
- (d) Defend critical DoD infrastructure, to include cyber systems.
- (e) In emergency situations, save human lives.
- (f) Counter transnational criminal organizations.
- (g) Counter violent extremist organizations.
- (h) Carry out JTF-GTMO's mission to conduct safe, legal, and humane

treatment of detainees.

- (i) Maintain operational command, control, and communication systems.
- (j) Maintain access within the AOR.

7. Exemptions.

The following circumstances are exempt from the personnel movement and travel restrictions policy as outlined in reference (e):

Individuals whose TDY ends while this memorandum is in effect are authorized to return to their home station.

Individuals pending retirement or separation are exempt from this policy except for leave not associated with transition activities.

Travel by patients, as well as their authorized escorts and attendants, for purposes of medical treatment.

Travel for Global Force Management (GFM) activities (defined as deployments/redeployments ordered in the GFM Allocation Plan and Combatant Command Assigned Force Demand Tasking, including Service internal rotations to support, and TDY used to source, ordered capabilities).

Travel by those under the authority of a Chief of Mission and authorized by that Chief of Mission. However, travel must be coordinated with HQ USSOUTHCOM SCJ1 and SCJ5 prior to executing travel.

Travel by authorized travelers who departed their permanent duty station and are "awaiting transportation" and by authorized travelers who have already initiated travel (including intermediate stops).

Travel to and from Professional Military Education programs.

8. Additional Guidance.

Deputy Security Cooperation Office (SCO) Chiefs will provide a weekly update in their Staff Activity Reports (SAR) that provide status of their installation/embassy meeting the DOD conditions outline in reference (e). SCJ5 will maintain a database of country status and requirements for country entry. This database will be used for determination of travel restrictions.

Service Members and civilians that have returned from any OCONUS location will be under a 14-day restriction of movement order. For CONUS travel, each case shall be evaluated individually and supervisors have the discretion to require a 14-day ROM (military members) or restrictions from the workplace (partner nation military advisors, civilians, and contractors). The 14-day restriction will maximize use of telework.

Service-specific policies and guidance must be followed for Service-mandated training/funded training and Permanent Change of Station (PCS) orders. The Services are implementing procedures for how they will handle PCS moves. We will follow that guidance.

In accordance with reference (a), approval authorities will establish pre- and post-travel screening and reception procedures for all travelers.

All travelers remain responsible for contacting their gaining organization in advance of travel and to keep the organization updated on their travel itinerary.

When practicable and within operational requirements, we will consider in-place assignment extensions or the applicability of waivers for PCS moves for service members with school-aged dependents in order to minimize school year disruptions and education costs.

My point of contact is the Chief, Military Personnel Division, MAJ Tamla Wilson, SCJ1, at 305-437-1124 or via email at southcom.miami.scj1.mbx.j1x@mail.mil.



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