



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

20 July 2020

**MEMORANDUM FOR SOUTHCOM HEADQUARTERS, COMPONENT
COMMANDERS, AND JOINT TASK FORCES**

**SUBJECT: Exemption of Authorized Leave for Department of Defense Service
Members from Coronavirus Disease 2019 Personnel Movement and Travel Restrictions**

References:

- (a) Secretary of Defense Memorandum, "Exemption of Authorized Leave for Department of Defense Service Members from Coronavirus Disease 2019 Personnel Movement and Travel Restrictions", dated June 29, 2020.
- (b) White House, "Guidelines Opening Up America Again (PDF slides)", dated April 16, 2020).
- (c) 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.
- (d) Commander, United States Southern Command Memorandum, "Transition Conditions-based Phased Approach to Coronavirus Disease 2019 Personnel Movement and Travel Restrictions", dated June 11, 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.

In accordance with reference (a), and in alignment with references (b) and (c), effective immediately, leave travel for DoD service members is exempt from the Coronavirus Disease 2019 (COVID-19) travel restrictions delineated in reference (d). Authorized leave outside the local area will be approved at a level no lower than the unit commander or equivalent. For USSOUTHCOM HQ's, the Element Commander's will provide disposition for all leave requests. Element Commanders will validate that a pre-travel questionnaire is completed by the service member and their supervisor prior to

approving leave. All other guidance outlined in references (d) and (e) remain in effect until further notice.

2. Additional Guidance

Commanders and supervisors will conduct a risk assessment of the health status and travel itinerary for personnel requesting leave. Service members should not travel 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 all DoD, Federal, State, and local restrictions while on leave status.

Commanders and supervisors will establish pre- and post-travel screening and reception procedures for all authorized travelers as provided in references (d) and (e). These procedures will include guidance for establishing a means of communication with all personnel throughout the pre- and post-travel screening process as well as information regarding prescribed actions for their particular circumstances.

Component Commanders, Joint Task Forces, and Deputy SCO Chiefs shall use the enclosed screening questionnaires. Component Commanders, Commander JTF-B, and Commander JTF-GTMO may delegate the authority to approve to unit commanders or equivalents. No further delegation authorized.

My point of contact is the Director, Manpower and Personnel, Colonel Pedro Cotto-Perez, SCJ1, at 305-437-1101 or via email at pedro.a.cottoperez.mil@mail.mil.

Encls

1. Pre-Travel Screening Questionnaire
2. Post Travel Screening Questionnaire



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