



DEPARTMENT OF DEFENSE
DEFENSE CIVILIAN PERSONNEL ADVISORY SERVICE
4800 MARK CENTER DRIVE
ALEXANDRIA, VA 22350-1100

FOR: CIVILIAN PERSONNEL POLICY COUNCIL MEMBERS

FROM: Defense Civilian Personnel Advisory Service Director, Ms. Michelle LoweSolis

SUBJECT: Updated Civilian Personnel Guidance in Response to Coronavirus Disease 2019

ACTION: Distribute to Department of Defense Appropriated and Non-appropriated Human Resources Practitioners

REFERENCES:

- a. Office of the Deputy Secretary of Defense Memorandum, "Stop Movement for All Domestic Travel for DoD Components in Response to Coronavirus Disease 2019," dated March 13, 2020
- b. Office of Management and Budget (OMB) Memorandum, "Updated Federal Travel Guidance in Response to Coronavirus," dated March 14, 2020
- c. Defense Civilian Personnel Advisory Service (DCPAS), "Civilian Personnel Guidance: Questions and Answers the Novel Coronavirus Outbreak (COVID-19)," dated March 15, 2020
- d. Defense Travel Management Office (DTMO), "COVID-19 Travel and Transportation Questions and Answers," dated March 12, 2020
- e. Department of Defense (DoD), "FAQ – Travel Restrictions," dated March 14, 2020

BACKGROUND/INTENT: On March 13, 2020, the Deputy Secretary of Defense issued the memorandum (reference a) ordering a stop movement for the Continental United States. Following this memorandum, the OMB issued updated guidance (reference b) for all Federal agencies limiting government-funded travel to mission-essential travel. In light of these releases, DCPAS substantially updated its questions and answers (reference c). Department of Defense Components are advised to thoroughly review this updated guidance as it will clarify steps (e.g. telework, weather and safety leave) they may take to help slow community transmission of COVID-19. Additionally, DTMO (reference d) and DoD (reference e) published guidance concerning travel restrictions and entitlements.

If DoD Components have questions or concerns about COVID-19, please use the new DCPAS Emergency Preparedness email: dodhra.mc-alex.dcpas.list.emergency-preparedness@mail.mil. DCPAS will coordinate all DoD questions and concerns with the Office of Personnel Management, as appropriate, and provide a response to the entire DoD enterprise.

POINT OF CONTACT: Allen Brooks, Technical Director, DCPAS, (571)372-1540, allen.r.brooks2.civ@mail.mil.

Attachment(s):
As stated

www.dcpas.osd.mil

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