



**DEPARTMENT OF DEFENSE**  
DEFENSE CIVILIAN PERSONNEL ADVISORY SERVICE  
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**FOR:** CIVILIAN PERSONNEL POLICY COUNCIL MEMBERS

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

**SUBJECT:** Force Health Protection Guidance Supplement 12

**AUDIENCE:** Appropriated and Nonappropriated Fund Personnel

**ACTION:** Disseminate to Department of Defense (DoD) Human Resources Practitioners

**REFERENCE:**

- (a) Under Secretary of Defense for Personnel and Readiness Memorandum, Force Health Protection Guidance Supplement 12, "Department of Defense Guidance for Personnel Traveling During the Coronavirus Disease 2019 Pandemic," August 6, 2020
- (b) Under Secretary of Defense for Personnel and Readiness Memorandum, Force Health Protection Guidance Supplement 4, "Department of Defense Guidance for Personnel Traveling during the Novel Coronavirus Outbreak," March 11, 2020 (hereby rescinded)

**BACKGROUND/INTENT:** On August 6, 2020, the Under Secretary of Defense, Personnel and Readiness, signed the Force Health Protection Guidance Supplement 12. The memoranda replaces reference (b) and provides updated guidance for pre- and post-travel within and outside of the United States applicable to the total force.

**POINTS OF CONTACT:** Mr. Allen Brooks, Technical Director, (571) 372-1540,  
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PERSONNEL AND  
READINESS

**UNDER SECRETARY OF DEFENSE**  
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WASHINGTON, D.C. 20301-4000

**AUG - 6 2020**

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP (SEE DISTRIBUTION)  
DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Force Health Protection Guidance (Supplement 12) – Department of Defense  
Guidance for Personnel Traveling During the Coronavirus Disease 2019 Pandemic

- References:
- (a) Department of Defense Instruction 6200.03 “Public Health Emergency Management (PHEM) Within the DoD,” March 28, 2019
  - (b) Under Secretary of Defense for Personnel and Readiness Memorandum, “Force Health Protection Guidance (Supplement 8) – Department of Defense Guidance for Protecting Personnel in Workplaces during the Response to the Coronavirus Disease 2019 Pandemic,” April 13, 2020
  - (c) Under Secretary of Defense for Personnel and Readiness Memorandum, “Force Health Protection Guidance (Supplement 9) – Department of Defense Guidance for Deployment and Redeployment of Individuals and Units during the Novel Coronavirus Disease 2019 Pandemic,” May 26, 2020
  - (d) Under Secretary of Defense for Personnel and Readiness Memorandum, “Force Health Protection Guidance (Supplement 4) – Department of Defense Guidance for Personnel Traveling during the Novel Coronavirus Outbreak,” March 11, 2020 (hereby rescinded)
  - (e) Secretary of Defense Memorandum, “Transition to Conditions-based Phased Approach to Coronavirus Disease 2019 Personnel Movement and Travel Restrictions,” May 22, 2020
  - (f) Secretary of Defense Memorandum, “Exemption of Authorized Leave for Department of Defense Service Members from Coronavirus Disease 2019 Personnel Movement and Travel Restrictions,” June 29, 2020
  - (g) Under Secretary of Defense for Personnel and Readiness Memorandum, “Force Health Protection Guidance (Supplement 7) – Department of Defense Guidance for the Use of Cloth Face Coverings, Personal Protective Equipment, and Non-Pharmaceutical Interventions During the Coronavirus Disease 2019 Pandemic,” April 8, 2020
  - (h) Department of Defense Joint Travel Regulations, current edition

This memorandum supplements requirements in references (a), (b), and (c) with respect to coronavirus disease 2019 (COVID-19), and replaces reference (d). It provides pre- and post-travel guidance for purposes of force health protection (FHP) of Service members, DoD family members, DoD civilian employees, and DoD contractor personnel. All actions will comply with applicable labor obligations (to the extent such obligations do not conflict with the agency’s ability to conduct operations during this emergency). Nothing in this guidance waives the requirement to adhere to Centers for Disease Control and Prevention (CDC) guidance to the greatest extent practicable.

Additional guidance, which applies to deployment and redeployment, is contained in reference (c). Conditions to resume unrestricted travel are included in reference (e). Exemptions of authorized leave for Service members are included in reference (f).

DoD Component Heads may implement more restrictive guidance and additional force health protection measures based on local risk assessments and in consultation with their medical staffs and public health authorities.

DoD Component Heads may choose to exempt assigned aircrew of military aircraft from this guidance, to the extent permissible, consistent with applicable legal requirements. Patients and their attendants in the en-route care system are exempt from restriction of movement (ROM) requirements until they arrive at their final treatment destination; medical care will not be delayed due to ROM requirements.

The attachment provides guidance for official and unofficial travel within the United States and its territories and to and from areas outside the United States.

Adherence to this guidance will protect the health of personnel and enable prevention of the spread of COVID-19 within and outside the United States.

My point of contact for this guidance is Mr. Steven P. Jones, who may be reached at (703) 681-7335 or [steven.p.jones10.civ@mail.mil](mailto:steven.p.jones10.civ@mail.mil).



Matthew P. Donovan

Attachment:  
As stated

DISTRIBUTION:  
Chief Management Officer of the Department of Defense  
Secretaries of the Military Departments  
Chairman of the Joint Chiefs of Staff  
Under Secretaries of Defense  
Chief of the National Guard Bureau  
General Counsel of the Department of Defense  
Director of Cost Assessment and Program Evaluation  
Inspector General of the Department of Defense  
Director of Operational Test and Evaluation  
Chief Information Officer of the Department of Defense  
Assistant Secretary of Defense for Legislative Affairs  
Assistant to the Secretary of Defense for Public Affairs  
Director of Net Assessment

## ATTACHMENT

In addition to personal health protective measures recommended by the Centers for Disease Control and Prevention (CDC) and implemented throughout the DoD (reference (g)), such as social distancing, hygiene and sanitization, and wearing of cloth face coverings, strict adherence to restriction of movement (ROM) guidelines, when required, is effective in limiting coronavirus disease 2019 (COVID-19) transmission. Requirements for travel-associated ROM are specified within this attachment. All travel related definitions such as those for official and unofficial travel are those set forth in the DoD's Joint Travel Regulations (reference (h)).

### Steps to be Taken During ROM

During any required or recommended ROM period, including a ROM required by reference (c), individuals will:

- Restrict movement to their residence or other appropriate domicile;
- To the extent practicable, limit close contact (i.e., within 6 feet) with others (including family members or roommates);
- Consider their ROM location as their official duty location;
- Self-monitor for fever ( $\geq 100.4^{\circ}\text{F}$ ) by taking their temperature twice a day; cough; difficulty breathing; or other COVID-19 symptoms as described by the CDC at: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. If they develop symptoms of COVID-19 during the self-monitoring period, they will self-isolate, limit contact with others, and seek advice by telephone or other authorized communication modalities from the appropriate healthcare provider to determine whether medical evaluation is needed;
- Notify their chain of command or supervisor if they or their family members who are authorized Government travel develop a fever or other symptoms consistent with COVID-19; and
- If ROM is conducted prior to travel, travel to and from an Aerial Point of Debarkation/Embarkation (APOD/APOE) following ROM completion will be conducted in a manner that minimizes the risk of personnel being exposed to or contracting the virus that causes COVID-19 during travel.

### Determining Whether to Travel

It is important to complete a risk assessment, which includes an assessment of the health status and itinerary for all travelers, before travel. Specifically:

- For Service members, a risk assessment is required before all travel.
- For DoD family members, reimbursement for official travel may only occur once the Service member certifies, to the best of their knowledge, that family members have completed the risk assessment. DoD family members are strongly encouraged to complete this risk assessment before unofficial travel.
- For DoD civilian employees, a risk assessment is required before official travel. DoD civilian employees are strongly encouraged to complete this risk assessment before unofficial travel.

- For DoD contractor personnel, DoD contracting officers will ensure that all contracts that include performance outside the United States require DoD contractor personnel to complete this risk assessment. DoD contractor personnel are strongly encouraged to complete this risk assessment before unofficial travel.

The risk assessment of the health status of the traveler will include, at a minimum:

- Whether the individual has exhibited any signs or symptoms of COVID-19;
- Whether the individual has had recent contact with anyone having or known to have exhibited signs or symptoms of COVID-19 or tested positive for COVID-19; and
- Whether the individual is familiar with how to self-monitor and what actions to take if he or she develops COVID-19 symptoms or contracts COVID-19.

Service members, DoD family members, DoD civilian employees, and DoD contractor personnel should not travel if they have tested positive for COVID-19 and have not yet met the criteria for discontinuing isolation, or they are symptomatic. Travel should also be delayed if, in the past 14 days, they have been in close contact with someone who has tested positive and/or been symptomatic. All official travelers should be educated on how to self-monitor and what actions to take if one develops COVID-19 symptoms or contracts COVID-19 prior to travel.

## **Travel Guidance**

In addition to successful completion of ROM, additional requirements may be necessary when traveling to or from locations outside the United States and depending on the mode of travel utilized. These requirements or recommendations, as the case may be, are listed below by travel destination (within or outside the United States and whether the departure location is designated a CDC Travel Health Notice (THN) Level-1, Level-2, or Level-3 country), type of travel (official or unofficial), and person traveling (Service member, DoD family member, DoD civilian employee, or DoD contractor personnel).

The waiver authority available to the Secretaries of the Military Departments (MILDEPs) and DoD Components Heads for official travel from the United States to another country is specified below. Official travel between and through foreign countries contained wholly within a Geographic Combatant Commander's (GCC) area of responsibility is not subject to this memorandum and will be managed by each GCC.

1. Travel from the United States to Another Country and Travel Between Other Countries
  - a) Official Travel (as set forth in reference (h))
    - i) Service Members
      - Will conduct a pre-travel 14-day ROM, unless the GCC or host nation (HN) requires a 14-day ROM at the destination location or the HN has determined ROM is no longer necessary for travel to the destination location. Only one ROM is required, either before travel or after arrival, unless otherwise required by applicable HN procedures.
      - Must follow all requirements imposed by the GCC with responsibility over

the destination geographic area, all applicable HN procedures, and all requirements of the Electronic Foreign Clearance Guide. These requirements may include additional screening, ROM, and testing. The Secretary of the MILDEP or DoD Component Head may waive such GCC requirements, unless imposed by the HN, consistent with existing authorities for travel from the United States.

➤ For military aircraft travel, APOE screening is mandatory.

ii) DoD Family Members

➤ Prior to family members engaging in official travel, Service members must attest that, to the best of their knowledge, their family members have followed the same requirements as those set forth for Service members in this guidance in order to prevent the transmission of COVID-19. Failure to do so may result in delay or cancellation of previously authorized travel. This attestation requirement will be incorporated into travel orders issued to Service members.

➤ For military aircraft travel, APOE screening is mandatory.

iii) DoD Civilian Employees

➤ For official travel, DoD civilian employees:

(a) Will conduct a pre-travel 14-day ROM, unless the GCC or HN requires 14-day ROM at destination location or the HN has determined that ROM is no longer necessary for travel to the destination location.

(b) Must follow all requirements imposed by the GCC with responsibility over the destination geographic area, all applicable HN procedures, and all requirements of the Electronic Foreign Clearance Guide. These requirements may include additional screening, ROM, and diagnostic testing. The GCC may waive such additional requirements, consistent with existing authorities.

(c) For military aircraft travel, APOE screening is mandatory.

iv) DoD Contractor Personnel

➤ DoD contracting officers will ensure that all contracts that include performance outside the United States require DoD contractor personnel to comply with the country entry requirements of the respective GCC (which may include screening, ROM, and testing), as reflected in the Electronic Foreign Clearance Guide, and all applicable HN procedures. The GCC may waive such additional requirements, consistent with existing authorities.

➤ For military aircraft travel, APOE screening is mandatory.

b) Unofficial Travel (as set forth in reference (h))

i) Service members will comply with their MILDEP or DoD Component-specific guidance and/or HN procedures to which, and through which, they are traveling.

ii) DoD family members, DoD civilian employees, and DoD contractor personnel will comply with the guidance and/or HN procedures to which, and through which, they are traveling, and are strongly recommended to follow the FHP guidance provided within this document.

2. From a Foreign Country to the United States

a) Official Travel (as set forth in reference (h))

- i) Service Members
    - Conduct a pre-travel screening prior to departure. Those who are symptomatic will delay travel and consult a healthcare provider.
    - Conduct a risk-based screening (as outlined above) upon arrival in the United States. Those who become ill or have had close contact with a person known to have contracted COVID-19 during travel must self-isolate (if ill) or quarantine (if exposed but not ill) and notify their chain of command or supervisor.
    - If the Service member is traveling from, or has traveled through, a country designated as CDC THN Level-3, Service members will:
      - (a) Undergo a 14-day ROM upon arrival at their residence or other appropriate location (or less than 14 days if directed by the relevant Secretary of the MILDEP, GCC, or DoD Component Head) in accordance with the requirements outlined above.
      - (b) Self-monitor for 14 days for the development of fever or symptoms of COVID-19 as described above.
      - (c) Comply with all installation, CDC, State, and local guidance upon arrival in the United States.
    - If the Service member is traveling from a country designated as CDC THN Level-2 or Level-1, and has not otherwise entered a CDC THN Level-3 country, Service members will:
      - (a) Self-monitor for 14 days, upon arrival, as described above.
      - (b) Notify their chain of command or supervisor if they develop a fever or symptoms consistent with COVID-19.
      - (c) Comply with all installation, CDC, State, and local guidance upon arrival in the United States.
  - ii) DoD family members are strongly recommended to follow the FHP guidance for Service members provided within this document during all travel to prevent the transmission of COVID-19.
  - iii) DoD civilian employees and DoD contractor personnel are strongly recommended to follow the guidance for Service members provided in this document. Any applicable requirements in reference (b) must be met prior to returning to a DoD workplace.
- b) Unofficial Travel (set forth in reference (h))
- i) Service Members
    - Will comply with their MILDEP or DoD Component-specific guidance and/or procedures of the country(ies) to which and through which they are traveling.
    - Who become ill or have had close contact with a person known to have contracted COVID-19 during travel must self-isolate (if COVID-19 positive and/or symptomatic) or quarantine (if exposed but not COVID-19 positive) as defined in reference (b) and notify their chain of command or supervisor.
    - If traveling, or has traveled through, a country designated as CDC THN Level-3, will follow the procedures outlined above for a THN Level-3 country.

- If traveling from a country designated as CDC THN Level-2 or Level-1, and has not otherwise entered a CDC THN Level-3 country, will follow the procedures outlined above for a THN Level-2 or Level-1 country.
- ii) DoD family members are strongly recommended to follow the FHP guidance for Service members provided within this document during all travel in order to prevent the transmission of COVID-19.
- iii) DoD civilian employees and DoD contractor personnel are strongly recommended to follow the guidance for Service members. Any applicable requirements in reference (b) must be met prior to returning to a DoD workplace.

### 3. Travel within the United States

#### a) Official Travel (as set forth in reference (h))

##### i) Service Members

- Unrestricted travel is allowed between installations that have met the criteria of the May 22, 2020 Secretary of Defense Memorandum on the conditions-based, phased approach to personnel movement (reference (e)). Service members should consult the COVID-19 Travel Restrictions Installation Status Update, available at:  
**<https://www.defense.gov/explore/spotlight/coronavirus/>**, prior to travel.
- Will comply with installation, State, and local government travel restrictions
- Will comply with CDC guidance as well as their MILDEP or DoD Component-specific guidance and/or procedures for screening, ROM, and testing when returning from travel to an area with known widespread COVID-19 transmission.

ii) DoD family members are strongly recommended to follow the FHP guidance for Service members provided within this document during all travel in order to prevent the transmission of COVID-19.

iii) DoD civilian employees and DoD contractor personnel are strongly recommended to follow the guidance for Service members provided within this document during all travel in order to prevent the transmission of COVID-19. Any applicable requirements in reference (b) must be met prior to returning to a DoD workplace.

#### b) Unofficial Travel (as set forth in reference (h))

##### i) Service Members

- Will comply with their MILDEP or DoD Component-specific guidance and/or procedures directed by State or local public health officials.
- Will comply with installation, State, and local government travel restrictions.
- Will comply with their MILDEP or DoD Component-specific guidance and/or procedures for screening, ROM, and testing when returning from travel to an area with known widespread COVID-19 transmission.

ii) DoD family members are strongly recommended to follow the FHP guidance for Service members within this document during all travel in order to prevent the transmission of COVID-19.

iii) DoD civilian employees and DoD contractor personnel are strongly recommended to follow the guidance for Service members provided within this document during

all travel in order to prevent the transmission of COVID-19. Any applicable requirements in reference (b) must be met prior to returning to a DoD workplace.

**Additional Guidance to Assist Commanders with Travel Decisions:**

- The Defense Health Agency's Armed Forces Health Surveillance Branch (AFHSB), provides a U.S. "Trajectory of Civilian COVID-19 Cases by County." The map and accompanying table are created each week on Tuesday and Friday, and posted on the Common Access Card (CAC)-enabled DoD COVID-19 SharePoint page.
  - <https://go.intelink.gov/gIKcynv>
- AFHSB will also post this information at the AFHSB COVID-19 Dashboard at:
  - <https://go.intelink.gov/25BWvsS>
- CDC Travel Health Notice guidance located at the following CDC websites:
  - <https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>
  - <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notices.html>
- Fever or symptoms of COVID-19 as described by the CDC at:
  - <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
- The Department of Defense Joint Travel Regulations are available at:
  - <https://www.defensetravel.dod.mil/site/travelreg.cfm>

**Additional Guidance for Reserve and National Guard Personnel:**

- The Secretaries of the Military Departments may issue any additional procedural guidance as appropriate for Reserve Component (RC) (including National Guard) personnel.
- RC (including National Guard) personnel on official travel will complete any required health and ROM measures, including home-based quarantine or self-isolation if required, prior to the end of the official duty period.