



DEFENSE LOGISTICS AGENCY
DEFENSE LOGISTICS SUPPORT COMMAND
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IN REPLY
REFER TO

DLSC

MAY 14 1998

MEMORANDUM FOR DISTRIBUTION

SUBJECT: Antiterrorism Level I Training on OCONUS Travel Orders

The DoDI 2000.16, DoD Combating Terrorism Program Standards, dated July 21, 1997, requires that all DoD employees on TDY and PCS moves traveling OCONUS (outside the United States, its territories and possessions) receive Level I Antiterrorism (AT) Training (attachment), prior to departure. *This includes travel between OCONUS locations.* It further requires the Combatant Commanders to ensure that all DoD personnel entering their Area Of Responsibility have received this training. Commanders/Administrators are required to establish policy and procedures for ensuring that **all personnel** traveling OCONUS receive Level 1 AT Training. In addition, a statement certifying training has been completed must be placed on all travel orders for OCONUS destinations.

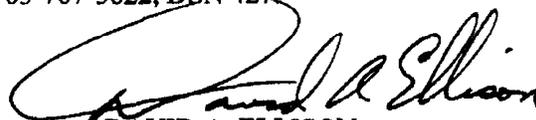
Level I Antiterrorism Training can only be provided by a qualified instructor. DLA has designated and trained personnel throughout the Agency to provide this training. Primary Level Field Activity's (PLFA) AT/FP Officers can direct you to qualified trainers within each PLFA. The DLA Antiterrorism Travel briefing can be given up to six (6) months prior to travel, but the destination-specific threat briefing and other information and materials should not be provided earlier than five (5) days before travel to ensure the individual is provided with current data.

The following statement will be put on all OCONUS travel orders. (The person providing the training will complete the blank space (fill in the date and initial) on the travel orders.)

***"The above named individual received Level I Antiterrorism Training
IAW DoDI 2000.16 on _____."***

For non-DLA personnel using DLA fund cites, the above statement will be required to be placed on the orders. Training may be provided by the individual's command or by DLA, whichever is most convenient. However, no DoD employee traveling under DLA travel orders may leave the United States without receiving the appropriate training. Government contractors and other non-DoD employees are required to receive training as well. For those *DLA personnel traveling under another DoD agency/service fund cite*, the training and statement is still required to meet this new policy.

The above policy will be utilized for all travelers using the current manual (paper) travel order. Currently, DLA is working with DoD to establish policy and procedures for the new automated Defense Travel System. This policy is effective May 30, 1998. If further assistance is needed please call Deborah Beckner at 703-767-3622, DSN 427.



DAVID A. ELLISON
Colonel, USAF
Chief, Transportation Team
Logistics Management

Attachment

DISTRIBUTION:

DLA Executive Team
Commander, Defense Distribution Center
Supply Centers
Defense Energy Support Center
Defense Contract Management Districts
Service Centers
DLA Europe/DLA Pacific
DLA Systems Design Center
Administrator, Defense National Stockpile Center
Commandant, DLA Administrative Support Center
Chief Operation Officer, Defense Automated Printing Service

**DLA COMBATING TERRORISM PROGRAM
ANTITERRORISM AWARENESS AND
TRAVEL BRIEFING REQUIREMENTS**

Level of Training	Target Audience	Minimum Training Standard
Awareness Training (Neg - Low Threat)	DLA Military and civilian duty stationed in a Negligible - Low Threat area (including the US).	<ol style="list-style-type: none"> 1. Viewing of Agency-selected video or DLA AT Travel briefing (delivered by a qualified Level I trainer) at least once every two years. 2. Issuance of JS Guide 5260 and AT Protective Measures folding card.
Awareness Training (Med - Crit Threat)	DLA Military and civilians duty stationed in a Medium - Critical Threat area.	<ol style="list-style-type: none"> 1. Viewing of Agency-selected video or DLA AT Travel briefing (delivered by a qualified Level I trainer) at least annually. 2. Issuance of the JS Guide 5260 and AT Protective Measures folding card.
Level I Travel Briefings (All OCONUS destinations)	DLA military and civilian employees traveling on temporary or permanent duty orders to an OCONUS destination. Include adult dependents for permanent duty orders.	<p>Provided by activity AT/FP officer:</p> <ol style="list-style-type: none"> 1. DLA AT Travel Briefing (delivered within 6 months of travel). 2. Destination-specific briefing on current threat. 3. Issuance of DOS Consular Information Sheets and any pertinent Travel Warnings for the destination country. 4. Issuance of JS Guide 5260 and AT Protective Measures folding card. 5. Issuance of name and phone number of responsible AT/FP official for destination. 6. For PCS, issuance of information contained in DoD O-2000.12-H, Chapter 11 on selection of residences.
Level II	DLA AT/FP Officers and Level I trainers	<ol style="list-style-type: none"> 1. Resident instruction provided by the Services. Contact HQ DLA CAASP for course information.
Level III	DLA O-5 & O-6 Military commanders and equivalent level civilian managers filling positions with command responsibilities.	<ol style="list-style-type: none"> 1. DLA Military commanders will be provided this training by their respective Services prior to placement in a command position. 2. DLA civilians may receive the DLA Level III briefing from their activity's AT/FP Officer. Training includes: <ol style="list-style-type: none"> a. Viewing of SECDEF/CJCS AT/FP video. b. DLA Level III Commanders briefing delivered by PLFA AT/FP Officer.
Level IV	O-6 to O-8 Commanders & equivalent level civilian executives who are responsible for AT/FP Programs or involved in AT/FP policy, planning and execution.	<p>Executive level seminar providing current updates, briefings and panel discussion topics. Seminar will conclude with a tabletop AT/FP wargame aimed at driving interaction and discussion among the participants.</p> <p>This course is offered intermittently by OSD. Contact HQ DLA CAASP for more information.</p>