

Military Personnel COVID-19 Guidance

Part I -

A. International Travel Stop Movement

B. CONUS-CONUS (to include AK, HI and U.S. territories) Stop Movement

Part II - Concurrent Travel

Part III - Military Pay and Entitlements (COVID-19)

Part IV - Special Leave Accrual

Notes:

1) The DLA Director is the approval authority for all Stop Movement Exceptions to Policy (ETP) for all Services. This cannot be further delegated. Approved ETPs by the Director for Navy personnel will be sent to NAVPERS for final approval and coordination. For additional information on exception requests please contact your organization's Chain of Command, or send an email to AskHR@DLA.MIL.

2) Military guidance changes frequently, and J1 will update this guidance as necessary. However, all military personnel should refer to their respective Service COVID-19 website for up-to-date information and guidance on processes. J1 Military Personnel team remains ready to assist at any time. Military COVID-19 links:

Army: <https://www.hrc.army.mil/>

Air Force: https://mypers.af.mil/app/answers/detail/a_id/46624

Navy: <https://navylive.dodlive.mil/2020/03/15/u-s-navy-covid-19-updates/>

Marines: <https://www.marines.mil/Coronavirus/>

PART I:

A. International Travel Stop Movement

1. Effective 25 March 2020 through 30 June 2020 (or otherwise ordered), a Stop Movement is ordered for all *INTERNATIONAL* travel for military personnel and their sponsored family members not under the responsibility of a U.S. Chief of Mission for all forms of official travel and movements associated with Permanent Change of Station (PCS), Temporary Duty (TDY), government-funded leave, service member personal leave, and all Contingency Deployments (Global Force Management [GFM]) Activities.

2. Exceptions to this Guidance:

A. Travel for the Purpose of Medical Treatment: Travel by patients and medical providers for the purpose of medical treatment for DoD personnel and their family members is authorized.

B. Where a member has initiated non-GFM travel (including intermediate stops), the proper authority may grant an exception to policy to permit continued travel to final destination.

Military personnel who have initiated PCS travel and are not authorized to proceed may be placed on TDY hold. Instructions to amend a PCS orders will be provided to the appropriate Service personnel center after stop movement is terminated. Service members placed on TDY hold are not entitled to a rental vehicle, but are authorized TDY per diem.

C. Where a member's non-GFM TDY ends while this order is in effect, the proper authority may grant an exception to policy to authorize return to home station.

D. Retirements and Separations: Service members retiring or separating are exempt.

E. Exceptions for Contingency Deployments (GFM activities):

GFM activities are defined as deployments/redeployments ordered in the GFM Allocation Plan and Combatant Command Assigned Force Demand tasking, **including 365-Day Extended Deployments (ED)** and Service internal rotations to support and TDY used to source ordered capabilities. Such travel to execute Operations, Activities, and Investments or Service-related training will be coordinated between the Combatant Command, the Joint Staff, and the appropriate Service.

F. Additional non-GFM exceptions to this order may be granted in writing in cases where the travel is: (1) determined to be mission-essential; (2) necessary for humanitarian reasons; or (3) warranted due to extreme hardship. Approval authority for these and all other exceptions belongs to the DLA Director. Exceptions are to be done on a case-by-case basis, shall be limited in number, and shall be coordinated between the gaining and losing organizations, as appropriate keeping in mind the overall intent of the order (i.e., to prevent the spread of COVID-19).

3. DEROS and RNLTD Extensions:

Any Date Expected Rotation from Overseas (DEROS) and Report no later than date (RNLTD) extensions for the months of March, April and May 2020 required based off of this guidance, will be made by the appropriate military personnel command. Extensions will be for 60 days from current dates.

4. Local PCS Moves:

Local PCS moves may be executed without an exception since it does not involve travel outside of the local area. To be clear, same geographic location PCS moves will only be executed with due regard to the operational readiness of the commands involved. Losing and gaining commands are encouraged to coordinate with each other and the appropriate Service personnel command as required. The Service personnel commands will adjudicate same geographic location PCS move decisions in situations where losing and gaining commands do not agree on an execution timeline.

PART I:

B. CONUS-CONUS (to include AK, HI and U.S. territories)

1. Effective 16 March 2020, Total Force Military personnel and their families assigned to DoD installations, facilities, and surrounding areas in the United States and its territories on government-funded travel will Stop Movement through 30 June 2020. **CONUS is defined as the United States and its territories******

Until the travel restrictions prescribed above are lifted, military personnel are only authorized local leave. Local leave within DLA is defined as a 200 mile radius from the Service members' place of duty. Concurrent travel is not approved.

2. Stop Movement Guidance:

A. Service members currently assigned to a CONUS location with a projected PCS who have not out-processed or who have out-processed but have not departed the local area will remain in place until further guidance is provided.

B. Service members who departed their CONUS duty location and are en route to an OCONUS location must be immediately contacted by their chain of command or their losing MPD by whatever means available and will not proceed. Where a member has initiated non-GFM travel (including intermediate stops), the DLA Director may grant an exception to policy to permit continued travel to final destination.

Service Members who are not authorized to proceed can be placed on TDY hold. Service members placed on TDY hold are not entitled to a rental vehicle, but are authorized TDY per diem. TDY entitlements are the responsibility of the losing organization.

C. Service members who departed their CONUS duty location and are en route to a CONUS location are authorized to continue to their final destination.

D. Service members who have already shipped household goods (HHG) and are living in a hotel due to a previously denied ETP should re-submit the ETP.

3. TDY or Leave:

A. Leave: Until the prescribed domestic travel restrictions are lifted, Service members are authorized local leave. Local leave has been established as a 200 mile radius from the Service member's place of duty within DLA. This also applies to Regular and Special Pass (i.e. weekends) situations.

B. TDY or Leave to OCONUS Locations: Service members with a projected TDY or Leave to an OCONUS location will not proceed. Where a Service member stationed in the CONUS, who is currently on a TDY (non-GFM travel) or leave at an OCONUS location, the DLA Director may grant an exception to policy to permit continued travel to home station. Upon returning to home station, leave dates and duty status codes will be adjusted accordingly to ensure the Service member is not inappropriately charged additional leave.

Service members currently on leave or TDY in CONUS from OCONUS may return home station with an approved ETP.

Service members currently on leave or TDY in CONUS from CONUS locations may return to home station. No ETP is required.

Service members currently on leave or TDY from OCONUS to CONUS may return to home station with an approved ETP.

4. Leave En Route Guidance:

At this time, leave en route is not authorized for any category of move. For Service members desiring local leave, leaders are encouraged to allow Service members to utilize local leave prior to out-processing or after arrival at gaining location.

5. Rotation and Report Date Extensions:

Any rotation and report date extensions for the months of March, April and May 2020 required based off of this guidance will be made by the appropriate military personnel command. Extensions will be for 60 days from current dates. Service members who are authorized to move under any exemption may proceed even if they are outside of their 60-day RNLTD window, an amendment is not required.

6. Exemptions and Exceptions to this Guidance:

A. Individuals who have already initiated CONUS-to-CONUS travel (including intermediate stops) are authorized to continue to their final destination. CONUS-assigned Service members whose TDY in the CONUS ends while this memorandum is in effect are authorized to return to their CONUS duty station.

B. Travel for the Purpose of Medical Treatment: Travel by patients and medical providers for the purpose of medical treatment for DoD personnel and their family members is authorized.

C. Retirements and Separations: Service members retiring or separating are exempt. Service members who are unable to schedule household good shipments or travel due to local restrictions or shelter-in-place initiatives may request changes to their retirement/separation dates via their military personnel center.

D. Exceptions for Contingency Deployments (GFM activities):

GFM activities are defined as deployments/redeployments ordered in the GFM Allocation Plan and Combatant Command Assigned Force Demand tasking, **including 365-Day Extended Deployments (ED)** and Service internal rotations to support and TDY used to source ordered capabilities. Such travel to execute Operations, Activities, and Investments or Service-related training will be coordinated between the Combatant Command, the Joint Staff, and the appropriate Service.

E. Additional non-GFM exceptions may be granted in writing to the guidance contained herein for compelling cases where the travel is: (1) determined to be mission essential; (2) necessary for humanitarian reasons; (3) warranted due to extreme hardship keeping in mind the overall intent of the order (i.e., to prevent the spread of COVID-19). ***Mission-essential travel refers to work that must be performed to ensure the continued operations of mission-essential functions, as determined by the DoD Component.*** These exceptions are to be done on a case by case basis, shall be limited in number, and shall be coordinated between the gaining and losing organizations. Per the 13 March 2020 Deputy Secretary of Defense memorandum, approval authority for these exceptions belongs to the DLA Director. This authority will not be further delegated.

7. Local PCS Moves:

Local PCS moves may be executed without an exception since it does not involve travel outside of the local area. To be clear, same geographic location PCS moves will only be executed with due regard to the operational readiness of the commands involved. Losing and gaining commands are encouraged to coordinate with each other and the appropriate Service personnel command as required. The Service personnel commands will adjudicate same geographic location PCS move decisions in situations where losing and gaining commands do not agree on an execution timeline.

PART II: Concurrent Travel

1. Effective 13 March 2020 and for the 60 days thereafter:

Concurrent official travel for family members of Total Force Military is denied. This concurrent travel guidance restricts family members from traveling concurrently with the military sponsor.

2. PCS Concurrent Travel guidance for Service Members:

A. Family member travel delayed for ‘Less than 20 Weeks’: For Service members currently at a CONUS location, military personnel centers will adjust the Service member’s PCS orders,

B. Hardship Requests: If Service members have a hardship based on the concurrent travel policy and desire to request a RNLTD, DEROS or assignment diversion, military personnel centers will assist the Service member with submitting the request. The Service member’s commander must endorse the request. Military personnel centers will submit the member’s request with justification and commander’s endorsement to the appropriate military personnel command.

PART III: Military Pay and Entitlement Changes (COVID-19)

New guidance from the Pentagon lays out a series of special pays and allowances for military members who are dealing with coronavirus response, quarantined after contracting the virus or separated from their families due to permanent change-of-station changes.

The guidance includes a new cash allowance for military personnel ordered to quarantine after exposure to the virus. The new pay, known as **Hardship Duty Pay-Restriction of Movement (HDP-ROM)**, helps military personnel who are ordered to self-isolate, but are unable to do so at home or in government-provided quarters, to cover the cost of lodging. Service members can receive \$100 a day for up to 15 days each month if they meet the following requirements:

- The service member is ordered into restriction of movement for self-monitoring as a result of the effects of COVID-19.
- The commander determines government lodging-in-kind is not available.
- The service member incurs a cost for the additional lodging during this period.
- The cost of lodging is neither reimbursed nor defrayed.

HDP-ROM is a newly-authorized pay that compensates service members for the hardship associated with being ordered to self-monitor in isolation. It may only be paid in the case where the service member is ordered to self-monitor away from their existing residence at a location not provided by or funded by the government.

For example, if a single service member who otherwise lives in the barracks is ordered to self-isolate, but no other on-base housing is available, he or she could get a hotel room instead and use the allowance to cover the cost.

Service members will not be required to turn in receipts to receive the allowance and it must be authorized by their leadership. The payment is given instead of per diem.

The guidance also clarifies housing and separation allowances for families who are impacted by self-isolation rules or whose military move was halted by the stop-movement order issued 20 April, 2020.

Service members who receive Basic Allowance for Housing (BAH) but who are ordered into self-isolation in government-provided quarters will continue to receive BAH or overseas housing allowances (OHA) at their normal rates.

Additionally, a Family Separation Housing Allowance (FSH) may be available for families whose military move was split by the stop-movement order. That payment allows the family to receive two BAH allotments – one at the "with dependents" rate and one at the "without dependents rate" – to cover the cost of multiple housing locations. Service members may also qualify for a \$250 per-month family separation allowance if blocked from returning to the same duty station as their family due to self-isolation orders or the stop-movement.

DoD has published a Questions and Answers site with additional information to assist service members in understanding the new changes to their pay and entitlements:

<https://www.defense.gov/Newsroom/Releases/Release/Article/2127448/fact-sheet-covid-19-military-personnel-pay-and-benefits-policy/>.

PART IV: Special Leave Accrual

On 16 April 2020 the Under Secretary of Defense for Personnel and Readiness announced the authorization for [Special Leave Accrual for all military personnel](#):

The memorandum authorizes all military personnel performing active service during the effective period of March 11, 2020 through 30 September 2020, to accumulate annual leave in excess of 60 days (not to exceed 120 days) as shown on the end of month September 2020 Leave and Earnings Statement. Military personnel performing active service are further authorized to retain such unused leave until the end of Fiscal Year 2023 (i.e., 30 September 2023). This authorization does not apply to Service members who would otherwise be authorized to accumulate leave in excess of 60 days as of 1 October 2020.