



REPLY TO
ATTENTION OF:

HEADQUARTERS, UNITED STATES FORCES, KOREA

UNIT #15237
APO AP 96205-0260

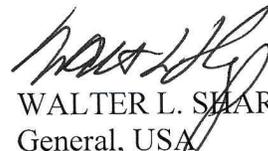
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2010. 3. 30

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Forces Korea (USFK) Command Policy Letter # 53-10, Use of
PATRIOT EXPRESS

1. Beginning in April 2010, United States Transportation Command will resume Patriot Express (PE) service to Korea. This mission supplements other USFK quality of life initiatives associated with tour normalization and an increase in the number of family members in the Republic of Korea. The PE will serve both Osan and Kunsan Air Bases and provide an excellent means for service members and their families to travel to and from their tours in Korea.
2. DoD policy (DoD 4500.9R, Part I, *Passenger Travel*, Chapter 103) states that PE will be the first order of precedence for official OCONUS travel unless there is a negative critical mission impact. While personnel should avoid traveling by commercial carrier out of convenience, there will be situations that warrant alternatives to using the PE. Any requests for exceptions to this policy will be handled on a case by case basis in accordance with DoD policy and/or service specific guidance. In the absence of source specific guidance, the request must be approved by the first O-6, or equivalent ranking supervisor, in the traveler's chain of command prior to making any travel arrangements. Installation Transportation Offices and Traffic Management Offices will book PE missions as the first mode of transportation and will use the attached Bullet Background Paper as a guide for arranging OCONUS travel.
3. The point of contact for matters related to this policy is the USFK J47, Transportation Division, at 725-5014.


WALTER L. SHARP
General, USA
Commander

Distribution:
A, B, C, D

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BULLET BACKGROUND PAPER

ON

PATRIOT EXPRESS (PE)

PURPOSE

- To provide guidance to USFK Passenger Travel Sections or Installation Transportation Offices for booking/using PE Missions, supplemental to DOD and Service Guidance

DISCUSSION

- AMC-procured airlift must be used for OCONUS official travel unless supported with a documented negative critical mission impact (DODR 4500.9R, Part 1, *Passenger Travel*, Chapter 103). For example:
 - Available PE Missions do not meet the mandatory report date
 - Cause undue hardship on the traveler
- The PE provides two missions per week between the CONUS and Korea to provide flexibility of travel
 - IAW DODR 4500.9R (see above ref.), the component will establish a flexible timeframe for passenger travel and use of GATES to ensure maximum utilization of PE
 - For PCS, a minimum window of 10 days is required unless mission requirements indicate otherwise
 - When pet (dog or cat) service becomes available, 14 days is recommended
 - For TDY travel, date of travel must conform to mission requirements stated in travel order
 - If travelers are not confirmed no later than service directed timeframe and prior to requested departure, arrange commercial travel.
- Until further notice pets are not allowed to enter or depart Korea via the PE. Incheon is the only point of entry or arrival per the SOFA due to quarantine and paperwork requirements.
 - The U.S.-ROK SOFA Joint Committee will take up the question of allowing pets on PE but until this is worked out passengers with pets will be booked via commercial means.
- Space available travel will adhere to guidance specified in DoDI 4500.9 R, DoDR 4515.13R, as well as Air Force Instruction 24-101 and service specific guidance.

CONCLUSION

While we strongly advocate maximum PE ridership, we must balance quality of life with utilization. PCS can be an extremely stressful time for our service members and families.

Maj Cash/USFK/FKJ47/725-5014/cc/1 Mar 10

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