



HEADQUARTERS
UNITED STATES FORCES KOREA

UNIT #15237
APO AP 96271-5237

JUL 27 2020

FKCC

MEMORANDUM FOR All Service Members, Family Members, Civilian Employees, Contractors, and Retirees

SUBJECT: USFK Commander's Leave Guidance (Update to 26 March 2020 Memo)

1. **USFK's #1 priority remains protection of the force.** As the DoD transitions to unrestricted travel between installations, more and more travelers arriving to Korea from CONUS are COVID positive. To protect the force and remain consistent with Republic of Korea requirements, USFK maintains a 14 day quarantine and two test policy for all travelers arriving from off-peninsula. The following policy is necessary to balance the limited quarantine space between support for PCS personnel, rotating units, and those returning from leave.
2. The USFK community must remain disciplined and vigilant and adhere to the core health protection tenets that have enabled us to achieve our current level of success. We continue to face a situation where individual risks taken are shared with our entire force. The ability to take leave is a critical element contributing to the resilience of the force, and commanders and supervisors retain the authority to approve leave.
 - a. USFK assesses that the Republic of Korea's current conditions are favorable enough for travel on peninsula, including Jeju Island, but with exception of designated hotspots.
 - b. In the case of off-peninsula travel, restriction of movement guidelines based on CDC travel restrictions or host nation are still in effect. Consideration must also be given to each installation's quarantine capacity as personnel return to the Republic of Korea.
 - c. Commanders and supervisors must remain mindful that quarantine capacity will be strained as personnel movements resume in significant numbers. Therefore, ***Off-peninsula travel should be prioritized for mission-essential functions, humanitarian reasons, and extreme hardship.***
3. Consistent with Department of Defense travel restrictions, the following measures **are in effect until further notice for USFK:**

	HPCON B	HPCON C	HPCON C+
Travel within Korea (including Jeju)	<ul style="list-style-type: none"> All travel authorized within and between HPCON B areas. Travel from HPCON B to HPCON C Areas is off-limits except for official and necessary duties. Travel through HPCON C areas, including to airports, is currently authorized. O6 Approval for exceptions to policy. 	<ul style="list-style-type: none"> Travel authorized within and between HPCON C areas to accomplish approved activities for life, health, and safety. Personnel residing in HPCON C areas may travel to HPCON B areas for leave and conduct HPCON B approved activities. O6 Approval for exceptions to policy. 	<ul style="list-style-type: none"> Mission-critical only travel within assigned installation local area. GO/FO/SES approval to travel to/from HPCON C+ area to any other area.
Service Member Departures from Korea	<ul style="list-style-type: none"> Includes: Leave, non-official travel outside local area, Military / government funded travel. ROM or quarantine upon arrival and 14 day quarantine upon return to Korea. Check link below for State / Host Nation status as well as installation status. https://www.defense.gov/Newsroom/Releases/Release/Article/2246504/covid-19-travel-restrictions-installation-status-update-july-2-2020/ For those locations where state and installation criteria have not been met: <ul style="list-style-type: none"> Leave approval must be contingent on adequate quarantine space upon return. GO Exception to Policy Required. If no installation near travel location, only use state criteria. For those locations where state and installation criteria have been met: <ul style="list-style-type: none"> Leave approval must be contingent on adequate quarantine space upon return. Components may delegate leave approval to the appropriate commander. Approval for USFK staff will be Directorate level. Subject to Service leave policies if quarantined. 		
DoD Civ/ CTR/ Dependent Departures from Korea	<ul style="list-style-type: none"> USFK strongly recommends deferring discretionary leave and leisure travel outside of Korea. If traveling outside of the Republic of Korea, the individual is subject to destination State / Host Nation quarantine policy (see www.usfk.mil) Subject to agency leave policies if quarantined. Recommend travelers coordinate with Human Resource representatives to receive clarity on their status while in quarantine given the circumstances of their leave. 		
Returns and Arrivals to Korea	<ul style="list-style-type: none"> All personnel arriving to Korea from another country shall complete a 14-day quarantine and two COVID-19 tests with negative results to gain and maintain USFK installation access. See 3b. below. Uniformed personnel are subject to UCMJ. Non-uniformed personnel who fail to comply may be barred from USFK installations. 		

*Designated Hotspots are those areas placed in HPCON Charlie or greater for a limited time due to increase in COVID 19 Cases. These exact locations can be found at the USFK COVID map: <https://www.usfk.mil/Media/News/Article/2070556/usfk-covid-19-information/>

a. CONUS Travel for Service Members and DoD Civilian Employees:

(1) Department of State (DoS) and U.S. Centers for Disease Control and Prevention (CDC) travel advisories remain in effect.

(a) Under the DoS Global Level 4 Health Advisory, U.S. citizens are advised to avoid all international travel due to the global impact of COVID-19.

(b) IAW DoD Force Health Protection Guidance – Supplement 4, Service Members traveling to, through, and from CDC Level 2 or 3 countries, including the United States, should be

placed on a 14-day restriction of movement (ROM) upon arrival. This guidance applies to all forms of travel – i.e., PCS, TDY, and leave.

(c) It is strongly recommended that DoD civilians follow the same guidance noted above.

(d) Service members are subject to their Service leave policies during ROM.

(e) Civilians are subject to their agency leave policies during ROM. Recommend travelers coordinate with Human Resource representatives to receive clarity on their status while in quarantine given the circumstances of their leave.

(f) Telework options in accordance with Service/agency guidelines and supervisory approval may be utilized during the quarantine period.

b. CONUS Travel for DoD Contractors, Family Members, and Retirees:

(1) It is strongly recommended that DoD Contractors, Family Members, and Retirees follow the same guidance noted above in 3a.

(2) 14-day quarantine is required upon return to the Republic of Korea.

c. 14-Day Quarantine

(1) Applies to: Any person who has traveled, or is hosting a traveler, from any country other than South Korea after 27 0001 March 2020.

(2) Start Date: Day traveler arrives to Korea.

(3) End Date: 14 days after traveler arrives to Korea ***if no positive tests or symptoms are present.***

(4) Status:

(a) Service members are subject to their Service leave policies during the quarantine period.

(b) Civilian employees are subject to their agency leave policies during the quarantine period. Recommend travelers coordinate with Human Resource representatives to receive clarity on their status while in quarantine given the circumstances of their leave.

(c) Telework options in accordance with Service/agency guidelines and supervisory approval may be utilized during the quarantine period.

(5) Location: Dedicated quarantine facility at a location determined by gaining installation or one of the 4 options below for quarantine outside of a dedicated facility.

(a) Option 1 – Travelers with independent quarters (no roommates or family) in Korea: Travelers with independent off-post residence may quarantine at their residence **with O-6 approval**. Travelers with independent quarters on USFK installations may quarantine at residence if supported by the installation.

(b) Option 2 – Travelers with shared quarters (family, roommate, or visitors) in Korea:

Traveler and any cohabitant remaining at the local quarters will quarantine on-site. The non-traveling individual, whether Service member or civilian, **must separate themselves at an independent lodging** facility. Government lodging, TDY, and ROM reimbursement options may be available; USFK personnel should contact the chain of command for guidance. USFK components should follow Defense Travel Management Office COVID-19-related guidance for the use of travel and transportation allowances when placing military or civilian personnel in quarantine:
https://www.defensetravel.dod.mil/Docs/COVID-19_Travel_QAs-Civilian_and_Military.pdf

(c) Option 3 – Travelers with shared quarters (family, roommate, or visitors) in Korea: **Entire household quarantines as a single group** and will have a designated sponsor to support the household identified in advance of arrival. The sponsor shall develop a support plan for **O-6 approval**. Telecommuting options may be available; USFK personnel should contact the chain of command for guidance.

(d) Option 4 – Contractors and civilians without entitlements to on base healthcare (TRICARE) and/or without one of the following documents: CAC, A-3 Visa/Immigration Card, SOFA verification Stamp, will follow ROK government procedures on arrival. These individuals will complete COVID testing and quarantine in ROK facilities and coordinate with sponsors for pick-up on completion.

(6) Quarantine Guide: A Korea Pen-Wide quarantine guide book is located on the 2ID home page <https://www.2id.korea.army.mil/>.

d. USFK Pre-Travel Requirement:

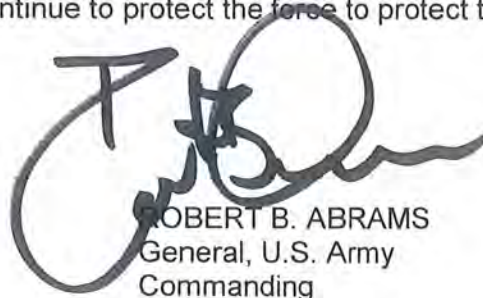
(1) Register itinerary of any person entering the USFK quarantine system on arrival to Korea. Use the USFK International Arrival Travel Tracker at: https://pacom.deps.mil/cmds/usfk-fkj3/j33/Lists/SPOTREP_International_Arrivals/

(2) This is not required for **one-way** travel **out** of Korea – e.g., PCS move from USFK to a different Command.

(3) Waiver authorities for USFK Staff are delegated to the Directorates. Components may delegate to appropriate levels.

4. These measures are designed to ensure our installations remain safe havens free from the virus. Thus far, we've been highly successful in keeping the virus out of our formations and off our installations. Everyone must fight complacency and stay disciplined and vigilant to stop the spread and kill the virus. We must continue to protect the force to protect the mission.

#KILLtheVirus



ROBERT B. ABRAMS
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Commanding