



ACQUISITION  
AND SUSTAINMENT

## THE UNDER SECRETARY OF DEFENSE

3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

MAR 23 2020

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Space Available Travel Program Limitations Due to Coronavirus Disease 2019

References: (a) Deputy Secretary of Defense Memorandum, "Stop Movement for all Domestic Travel for DoD Components in Response to Coronavirus Disease 2019" March 13, 2019

(b) Secretary of Defense Memorandum, "Travel Restrictions for DoD Components in Response to Coronavirus Disease 2019" March 11, 2020

This memorandum applies to all travelers eligible under the DoD Space-Available travel program as defined in Department of Defense Instruction 4515.13 "*Air Transportation Eligibility*." The continuing spread of the 2019 Novel Coronavirus (COVID-19) necessitates that we must implement limited travel to the Space-Available Travel Program.

Effective March 21, 2020, only the following Categories remain eligible to seek Space-A travel in accordance with Table 3 of Department of Defense Instruction 4515.13 "*Air Transportation Eligibility*." These categories are explained in the attached document.

- Category I travelers (items 1 – 7)
- Category IV travelers (only items 27 and 28)
- Category VI travelers (only items 44 and 48)

All other categories of Space-A travel are ineligible for travel consideration. These limitations are necessary to preserve force readiness, limit the continuing spread of COVID-19, and preserve the health and welfare of everyone. Medical screening protocols still apply for all travelers.

A travel exception may be granted in writing to the guidance contained herein for compelling cases where the travel is: (1) necessary for humanitarian purposes; or (2) warranted due to extreme hardship. Approval authority for these exceptions belongs to the Combatant Commander if the individual is assigned to a combatant command; the Chairman of the Joint Chiefs of Staff if the individual is assigned to the Joint Staff; the Secretary of the Military Department concerned for personnel under his or her jurisdiction; or the Chief Management Officer for the Office of the Secretary of Defense, Defense Field Activities and Agencies. This authority may be delegated in writing to a level no lower than the first general officer, flag officer, or member of the Senior Executive Service (SES) in the traveler's chain of command or supervision. For travelers not assigned to a command, the approval authority is the first general officer, flag officer, or SES with operational responsibility at the travel point of origin.

This guidance is effective March 21, 2020, and expires May 11, 2020. The expiration aligns with the expiration of reference (b), the Secretary of Defense memorandum published on March 11, 2020.



Ellen M. Lord

Attachment:  
As stated

DISTRIBUTION:  
SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DEPUTY CHIEF MANAGEMENT OFFICER  
CHIEF, NATIONAL GUARD BUREAU  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
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ASSISTANT TO THE SECRETARY OF DEFENSE FOR PUBLIC AFFAIRS  
DIRECTOR OF NET ASSESSMENT  
DIRECTOR, STRATEGIC CAPABILITIES OFFICE  
DIRECTORS OF DEFENSE AGENCIES  
DIRECTORS OF DOD FIELD ACTIVITIES

Table 3. Eligible Space-Available Travelers, Priorities, and Approved Geographical Travel Segments

<b>Category I - Emergency Leave Unfunded Travel. Transportation by the most expeditious routing only for bona fide immediate family emergencies, as determined by DoDI 1327.06 and Military Service regulations. This travel privilege will not be used in lieu of funded travel entitlements.</b>				
Item	Traveler's Status and Circumstance	C-C	O-O	C-O / O-C
1	Wounded Warriors traveling on leave will be offered seats on OSA aircraft on a space-available basis before any other potential space-available passenger.	yes	yes	yes
2	Immediate family members of Wounded Warriors who possess a valid DoD identification card when accompanying Wounded Warriors to their destination on OSA aircraft.	yes	yes	yes
3	Uniformed services members with emergency status indicated in leave orders.	yes		
4	Dependents of members of the uniformed services when accompanied by their sponsors and traveling in Category I status.	yes		
5	Unaccompanied dependents of members of the uniformed services who are assigned and domiciled in the CONUS.			yes
6	Non-command-sponsored dependents of members of the uniformed services, residing OCONUS with the sponsor; one-way only to emergency destination.		yes	C-O: no O-C: yes
7	(1) Command-sponsored dependents of members of the uniformed Services; (2) DoD civilians and their command-sponsored dependents; (3) ARC full-time, paid personnel serving with a DoD Component OCONUS; (4) NAF personnel whose travel from the CONUS, Alaska, or Hawaii was incident to a PCS assignment at NAF expense.		yes	yes
<b>Category IV</b>				
27	Uniformed services member retirees residing in commonwealths and U.S. possessions traveling to obtain certain health care services (medical or dental) and one dependent of the individual, if needed to accompany the individual.		yes	yes
28	Diego Garcia TCN direct hire employees. Transportation is to and from the nearest intermediate destination serviced by commercial aircraft.		yes	
<b>Category VI</b>				
44	American Samoa veterans residing in America Samoa traveling to and from Hawaii for hospital care from the VA facility in Hawaii.	To/From Hawaii only		
48	Individuals at Guantanamo Bay, Cuba, as identified in Section 4.8.p. of this issuance. Such passengers will be at the bottom of the Category VI sign-up register.	To/From Cuba Only		