



DEPARTMENT OF THE AIR FORCE  
6TH AIR MOBILITY WING (AMC)  
MACDILL AIR FORCE BASE, FLORIDA



8 Sep 2017

MEMORANDUM FOR MACDILL AFB PERSONNEL

FROM: 6 AMW/CC

SUBJECT: CONUS Limited Evacuation Order (LEO) of MacDill AFB, FL

1. This is a Limited Evacuation Order (LEO) for MacDill Air Force Base. Evacuees are authorized/ordered to move from a CONUS residence to the nearest available accommodations (which may be Government quarters) outside of evacuated areas.

2. My authority to order the LEO is Joint Travel Regulations (JTR), par. 6080-B (uniformed services eligible dependents) and par. 6580 (civilian employees/eligible dependents). This order applies to all individuals assigned to, residing on, or present on MacDill AFB.

3. Effective period. This order goes into effect on 8 Sep 2017 at 1200L and remains in effect until an order to return is released or 6 Mar 2018, which is no later than 180 days after the effective date, or when revoked by me or designee, whichever comes first. Administrative leave for eligible civilian employees is authorized for 8 Sep 2017 after 1200L and for 11 Sep 2017.

a. Evacuees: Uniformed service members/eligible dependents and all APF and NAF civilian employees/eligible dependents whose permanent residence is located in the evacuation area. A uniformed service member must be ordered to depart the area in a temporary duty (TDY) or permanent change of station (PCS) status. Individuals assigned to the Hurricane Ride Out and Recovery Teams, if activated, are not eligible for evacuation under this order. Personnel who are not designated as members of a ride-out team but who are deemed mission essential or required to remain past 1200L 8 Sep 2017 by their commanders to perform mission related duties will be excused from this evacuation order until they are cleared for release by their commander.

b. Evacuation Area: All evacuee residences within Evacuation Zone A for the Greater Tampa Bay area. Residences include all domiciles on MacDill AFB to include privatized housing, billeting/lodging, dormitories, Fam Camp, etc.

c. Safe Haven: Safe haven locations are outside of mandatory evacuation Zone A for the Greater Tampa Bay area and up to a 1,000-mile radius of MacDill AFB. Safe Haven includes any previously identified safe houses outside of the evacuation area.

d. Evacuation reason: Hurricane Irma with catastrophic impact, flooding and residual danger that makes the evacuation area dangerous and uninhabitable.

MISSION FOCUSED...VALUED AIRMEN

e. Accountability: Individuals will, upon arrival at their Safe Haven (evacuation) location, account for themselves and their dependents in their service's accountability system, or if not military associated, with their employer. If unable to access a computer at an evacuation location, contact the accountability system's number to report status and location. Contact information below:

AF Personnel Accountability & Assessment System 1-800-435-9941  
<https://afpaas.af.mil>

4. Military/Dependents. Upon receipt of the authorization or order, eligible military dependents are authorized travel and transportation to a CONUS evacuation/safe haven location as specified in the above-listed paragraphs.

a. Orders. This document serves as the official evacuation order. Upon return from evacuation, dependent evacuation orders will be processed on DD Form 1610 for authorized travel reimbursement. If families at the safe haven location do not have travel orders and require emergency evacuation funding, the travel orders may be prepared by the servicing military personnel office at the military installation nearest the safe haven location.

b. Travel to other than safe haven. If evacuated dependents travel to a location other than or outside of the safe haven location, transportation costs are limited to those otherwise incurred in seeking safe haven at the authorized location, and the standard CONUS per diem rate applies at that location unless the alternate location is later approved by the authorizing/ordering official (JTR, par. 6095-D6). The ordering official may encounter circumstances that warrant an amended evacuation order, e.g., to expand the counties that constitute a safe haven or address requests for exceptions to policy on a case-by-case basis in the event of individual medical or other extenuating circumstances.

c. Choice Not to Evacuate. Dependents who choose not to evacuate are not authorized safe haven allowances.

d. Allowances for eligible evacuated military dependents.

(1) Transportation and Per Diem En Route to Safe Haven Location (JTR par. 6090-I). Transportation and per diem are authorized for allowable travel time (excludes any personal travel time) until they reach safe haven location and return. Alternatively, the JTR authorizes reimbursement on a mileage basis when a dependent uses a Privately Owned Conveyance (POC) for one round trip from the evacuated residence to the nearest available accommodations and return. Departure and return day per diem is paid at 75% of Meals and Incidental Expenses (M&IE). If dependent travels using a POC, the applicable mileage rate is the TDY rate (currently \$.53/mile, JTR par. 020210 for a Limited Evacuation).

(2) Allowances at Safe Haven (JTR, par. 6095) - Lodging & Meals/Incidental Expenses (M&IE).