



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

19 January 2021

MEMORANDUM FOR ALL 6 ARW ACTIVE DUTY SERVICE MEMBERS

FROM: 6 ARW/CC

SUBJECT: Third Updated Restriction on Personal Leave and Non-Official Travel Outside the Local Area

References: (a) Secretary of Defense Memorandum, "Exemption of Authorized Leave for Department of Defense Service Members from Coronavirus Disease 2019 Personnel Movement and Travel Restrictions", 29 June 2020  
(b) AF/A1 Memorandum, "Definition of Local Area for Leave Taken During Coronavirus Disease 2019 (COVID-19) Response", 18 March 2020  
(c) 6 ARW/CC Memorandum, "Second Updated Restriction on Personal Leave and Non-Official Travel Outside the Local Area", 16 July 2020 (hereby superseded)

1. This memorandum supersedes the previous Second Updated Restriction on Personal Leave and Non-Official Travel Outside the Local Area Memorandum, dated 16 July 2020. For the purposes of COVID-19 personal leave travel and non-official (pass) travel, the local area is as defined by the Group Commander, and may be delegated to the Squadron Commander.
2. Personal leave travel and non-official (pass) travel in the local area can be approved by the Servicemember's Supervisor. CONUS personal leave travel and non-official (pass) travel outside the local area will be approved by Servicemembers' Group Commander, who may delegate approval authority to no lower than a Squadron Commander. OCONUS personal leave travel and non-official (pass) travel must be approved by the Servicemembers' Group Commander.
3. Prior to approving **any** travel request, Commanders and Supervisors must perform a risk assessment of the health status and travel itinerary of Servicemembers and ensure travel plans mitigate risk to health and mission. Commanders and supervisors will establish a means of communication with all 6 ARW Servicemembers throughout the period of travel. Any 6 ARW Servicemember who fails to follow this order and its restrictions may be subject to disciplinary action under the Uniform Code of Military Justice..

BENJAMIN R. JONSSON, Colonel, USAF  
Commander