



DEPARTMENT OF THE ARMY
UNITED STATES ARMY EUROPE
UNIT 29351
APO AE 09014-9351

AEPE-M

10 July 2020

MEMORANDUM FOR

HQ USAREUR and IMCOM-Europe Staff Principals
Commanders of USAREUR Major Subordinate Commands and Commands Under
USAREUR Operational Control
Commanders of United States Army Garrisons

SUBJECT: Exceptions to Policy on Using Patriot Express (AE Cmd Memo 2020-021)

This memorandum expires in 2 years.

1. Supersession. This memorandum supersedes memorandum, USAREUR, AEPE-M, 28 August 2018, subject: Exceptions to Policy on Using Patriot Express (AE Cmd Memo 2018-037).

2. References.

a. Defense Transportation Regulation (DTR) 4500.9-R-Part I, Passenger Movement, chapter 103, Air Movement; and appendix O, Routing Guide for International Air Travel on United States Transportation Command (USTRANSCOM)-Contracted Patriot Express Passenger Airlift.

b. Joint Travel Regulations (JTR), chapter 5, Permanent Duty Travel.

c. [AE Regulation 58-1](#), Management, Acquisition, and Use of Nontactical Vehicles.

3. Applicability. This policy applies to all U.S. Soldiers, Department of the Army (DA) Civilians, and their dependents, as applicable, who are authorized official permanent change of station (PCS) travel to and from Germany and Italy and who are attached to or assigned to USAREUR.

4. Policy. In accordance with [reference 2a](#), the Patriot Express (PE) will be used to the maximum extent possible for PCS travel between the continental United States (CONUS) and destinations outside the continental United States (OCONUS) in Germany and Italy. [Reference 2a, chapter 103, paragraph \(A\)\(2\)\(a\)](#), allows for exception to this policy in situations where a documented negative critical mission impact exists. [References 2a and 2b](#) provide general guidance concerning approvals of exceptions to policy (ETPs). Under these provisions, this memorandum provides guidance and exception guidelines to leaders regarding the approval of

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exemptions for Soldiers, DA Civilians, and their dependents from using the PE when traveling to or departing from USAREUR units.

5. Guidance. This memorandum provides more detailed guidance and sample justifications for the use of commercial air transportation as opposed to the use of the PE. Although this memorandum does not contain an all-inclusive list of justifications for granting ETPs, it does provide leaders with a flexible framework for approving the use of commercial air transportation instead of the PE when appropriate. The following guidance applies:

a. Germany. [Reference 2a, appendix O](#), articulates that the majority of U.S. Army garrisons (USAGs) in Germany (except for USAG Stuttgart) are to use the PE for PCS travel into and out of Germany. Specifically, single Soldiers who will be living in the barracks and Initial Entry Training (IET) Soldiers (with or without dependents) who are assigned to USAREUR units in Germany are required to use the PE.

b. Italy. Commercial air travel is the normal mode of PCS travel for installations in Northern Italy. Single IET Soldiers and IET Soldiers traveling without dependents are required to use the PE or U.S. military contracted flights when available.

c. Sponsors. Unit sponsors are the key to helping Soldiers navigate all of the required U.S. and host-nation travel requirements. This adjustment from the previous policy has been made due to recent environmental and security changes.

6. Exceptions.

a. For Soldiers, DA Civilians, and their dependents who are arriving or departing Germany, the first colonel (O6) or equivalent in the Soldier's losing unit's chain of command may approve an ETP that exempts the Soldier or DA Civilian and any dependents from using the PE.

b. The approval authorities for both inbound and outbound PCS travel will consider the following conditions:

(1) Traveler availability dates.

(2) Traveler reporting date.

(3) Seating availability on the PE according to the traveler's servicing transportation officer under [reference 2a, chapter 103, paragraph \(A\)\(2\)\(a\)\(3\)](#).

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(4) Length of the journey (for example, multiple stops, extended layovers).

(5) Routing implications of using commercial air transportation rather than Government airlift.

(6) The traveler's rank and experience in regard to understanding force-protection requirements and international travel.

c. ETPs will be granted on a case-by-case basis. Once a PE ETP is approved, the Soldier or DA Civilian will provide the approved ETP request on DA Form 4187 or in memorandum format to the appropriate transportation office, and commercial travel will be arranged. Below is a nonexclusive list that includes situations or events that could warrant an ETP approval. Other situations may also warrant an ETP approval if there is a demonstrated negative critical mission impact.

(1) Unavailability of PE or U.S. military contracted flights to meet the report date.

(2) Academic enrollment or completion for school-age dependents.

(3) Projected deployment of the gaining unit.

(4) Participation in a change of command or assumption of command.

(5) Assuming a key billet or primary staff position.

(6) Executing a PCS move from another OCONUS location.

(7) Soldiers or DA Civilians, dependents, and pets cannot be accommodated on the same PE flight. Travelers should be informed that they will incur nonrefundable costs for pet travel on commercial carriers.

(8) Travel on the PE from Baltimore-Washington International Airport (or other U.S. military contracted flights from a CONUS airport) would require an overnight stay or result in significant mission-impacting delays or other costs before obtaining a PE flight to Europe.

(9) A dependent is enrolled in the Exceptional Family Member Program and travel on the PE is medically inadvisable.

d. Inbound travelers with an approved ETP should not incur significant delays in onward movement from the airport to their new duty station if proactive sponsorship

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occurs. Commanders are reminded that the use of nontactical vehicles may be authorized in accordance with [reference 2c](#). Sponsors may transport incoming personnel if the sponsorship bus does not meet mission requirements.

e. As a general rule, Soldiers and dependents in route to their first duty station or those who have just completed IET should not be granted an ETP to using the PE. The PE or U.S. Military contracted flights are the preferred mode of travel for all IET Soldiers, including those traveling with dependents. The use of the PE ensures that Soldiers and their dependents, as applicable, receive the force protection and reception benefits designed to acclimate them to the European theater and that operational security interests are protected.

f. All Soldiers who are granted an ETP to fly with a commercial airline must travel in appropriate civilian attire.

7. Review. The USAREUR G1 is responsible for reviewing and updating this memorandum no later than the expiration date.

8. POC. The POC is the Plans, Operations, and Exercises Division, Office of the Deputy Chief of Staff, G1, HQ USAREUR, military 314-537-1394, civilian +49 (0)611-143-537-1394, or email: usarmywiesbaden.usareur.mbx.odcs-g1-policy@mail.mil.



CHRISTOPHER G. CAVOLI
Lieutenant General, USA
Commanding

Encl

[Sample DA Form 4187](#)

PERSONNEL ACTION		
For use of this form, see PAM 600-8; the proponent agency is DCS, G-1.		
DATA REQUIRED BY THE PRIVACY ACT OF 1974		
AUTHORITY:	Title 10, USC, Section 3013, E.O. 9397 (SSN), as amended	
PRINCIPAL PURPOSE:	To request or record personnel actions for or by Soldiers in accordance with DA PAM 600-8.	
ROUTINE USES:	The DoD Blanket Routine Uses that appear at the beginning of the Army's compilation of systems of records may apply to this system.	
DISCLOSURE:	Voluntary; however failure to provide Social Security Number may result in a delay or error in processing the request for personnel action.	
1. THRU (Include ZIP Code) LOSING COMMAND SUPERVISOR	2. TO (Include ZIP Code) Local Military Travel Office / SATO	3. FROM (Include ZIP Code) LOSING COMMAND Location Installation
SECTION I - PERSONAL IDENTIFICATION		
4. NAME (Last, First, MI) Doe, John	5. GRADE OR RANK/PMOS/AOC SPC/42A	6. SOCIAL SECURITY NUMBER Last 4
SECTION II - DUTY STATUS CHANGE (AR 600-8-6)		
7. The above Soldier's duty status is changed from _____ to _____ effective _____ hours, _____		
SECTION III - REQUEST FOR PERSONNEL ACTION		
8. I request the following action: (Check as appropriate)		
<input type="checkbox"/> Service School (Enl only)	<input type="checkbox"/> Special Forces Training/Assignment	<input type="checkbox"/> Identification Card
<input type="checkbox"/> ROTC or Reserve Component Duty	<input type="checkbox"/> On-the-Job Training (Enl only)	<input type="checkbox"/> Identification Tags
<input type="checkbox"/> Volunteering For Oversea Service	<input type="checkbox"/> Retesting in Army Personnel Tests	<input type="checkbox"/> Separate Rations
<input type="checkbox"/> Ranger Training	<input type="checkbox"/> Reassignment Married Army Couples	<input type="checkbox"/> Leave - Excess/Advance/Outside CONUS
<input type="checkbox"/> Reassignment Extreme Family Problems	<input type="checkbox"/> Reclassification	<input type="checkbox"/> Change of Name/SSN/DOB
<input type="checkbox"/> Exchange Reassignment (Enl only)	<input type="checkbox"/> Officer Candidate School	<input checked="" type="checkbox"/> Other (Specify)
<input type="checkbox"/> Airborne Training	<input type="checkbox"/> Asgmt of Pers with Exceptional Family Members	
9. SIGNATURE OF SOLDIER (When required)	10. DATE (YYYYMMDD)	
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)		
<p>PURPOSE: Request exception to policy (ETP) for Patriot Express PCS flight or U.S. Military contracted PCS flight in accordance with AE Cmd Memo 2020-021 for [SPC Doe, John] to PCS from [LOSING COMMAND, LOCATION] to [GAINING COMMAND, LOCATION] on [REQUESTED DEPARTURE DATE] AND [REQUESTED REPORT DATE]. If approved, I plan to arrive Commercial Air at [NAME OF ARRIVAL AIRPORT] on [FORECASTED ARRIVAL DATE] WITH A TOTAL OF [NUMBER] TRAVELERS IN MY PARTY, which includes myself.</p> <p>JUSTIFICATION: [Provide specifics on why a Patriot Express ETP (to fly commercial air instead) is requested for Service member/ Dept of the Army Civilian employee (DAC)]</p> <p>DEPENDENT TRAVEL: [Provide specifics on why a Patriot Express ETP (to fly commercial air instead) is requested for any dependents]</p> <p>EMAIL ADDRESS TO RETURN THE ETP REQUEST TO: [SMs / DACs e-mail address]</p> <p>PHONE NUMBER IN CASE THERE ARE ANY FOLLOW ON QUESTIONS: [SMs / DACs Phone Number]</p>		
SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL		
11. I certify that the duty status change (Section II) or that the request for personnel action (Section III) contained herein -		
<input type="checkbox"/> HAS BEEN VERIFIED <input type="checkbox"/> RECOMMEND APPROVAL <input type="checkbox"/> RECOMMEND DISAPPROVAL <input type="checkbox"/> IS APPROVED <input type="checkbox"/> IS DISAPPROVED		
12. COMMANDER/AUTHORIZED REPRESENTATIVE	13. SIGNATURE	14. DATE (YYYYMMDD)

15. NAME OF INDIVIDUAL		16. SSN XXXXXX1234	
ADDENDUM - RECOMMENDATIONS FOR APPROVAL/DISAPPROVAL			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL			
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL			
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL			
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			
AUTHORITY	a. TO		b. FROM
c. ACTION: <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED RECOMMEND: <input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL			
d. NAME (Last, First, Middle)		e. RANK	f. DATE (YYYYMMDD)
g. TITLE/POSITION		h. SIGNATURE 	
i. COMMENTS			