



**PER DIEM, TRAVEL, AND TRANSPORTATION
ALLOWANCE COMMITTEE**
4800 MARK CENTER DRIVE, SUITE 04J25-01
ALEXANDRIA, VA 22350-9000

October 12, 2022

MEMORANDUM FOR: CIVILIAN ADVISORY PANEL

SUBJECT: CTD for CAP 81-22(I), "Correction to Remove Lajes Field, Portugal Civilian Accompanied Tour."

1. Purpose: In accordance with Acting Under Secretary of Defense for Personnel and Readiness's July 2, 2015 memorandum, the tour of duty for Department of Defense civilian employees assigned to Lajes Field, Portugal is revised to a 12-month unaccompanied tour. This change provides consistency and standardization of tours of duty for military and civilian personnel.
2. This revision is forwarded for information purposes. No coordination is required.
3. Air Force initiated this revision.
4. This revision is effective on July 2, 2015.
5. Action Officer: Scott Laws (david.s.laws2.civ@mail.mil).

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Date: 2022.10.12 09:07:17 -04'00'

Christopher M. Woods
Team Lead, Policy and Regulations Branch

Attachment:
Tour Lengths and Tours of Duty OCONUS

cc:
Civilian Board of Contract Appeals
Defense Travel Management Office
General Services Administration



UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

JUL 2 2015

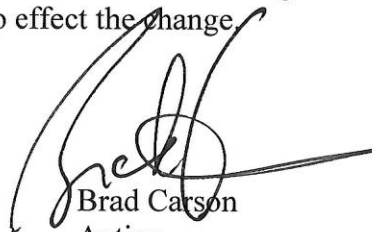
PERSONNEL AND
READINESS

MEMORANDUM FOR ASSISTANT SECRETARY OF THE AIR FORCE FOR MANPOWER
AND RESERVE AFFAIRS

SUBJECT: Change Civilian Tour of Duty to a 12-month Unaccompanied Tour for Lajes Field,
Portugal

Your request to revise the tour of duty for Department of Defense civilian employees in Lajes Field, Portugal, from a 24-month tour (accompanied/unaccompanied) to a 12-month unaccompanied tour is approved. This will provide consistency and standardization of tours of duty for military and civilian personnel.

We will have this change reflected in the Joint Travel Regulations Appendix Q. This memorandum provides interim authority to effect the change.



Brad Carson
Acting

cc:
USAFE/A1
Director of Administration, Office of the
Deputy Chief Management Officer
Per Diem Committee

Tour Lengths and Tours of Duty Outside the Continental United States (OCONUS)

A. DoD Service Members. The table below specifies tour lengths OCONUS (in months) for DoD Service members in accordance with [DoD Instruction \(DoDI\) 1315.18 “Procedures for Military Personnel Assignments.”](#) Service member dependent-restricted tours are shown as Not Accompanied (NA) in the table. For National Oceanic and Atmospheric Administration (NOAA) Service members see section B, and for DoD civilian employees see section C.

1. Tour Length Establishment. The standard tour length for a DoD Service member stationed OCONUS is 36 months in an accompanied tour and 24 months in an unaccompanied tour. Hawaii and Alaska are exceptions, with a tour length of 36 months for both accompanied and unaccompanied tours. Military Departments or Combatant Commands may provide conclusive evidence that a specific tour must be a shorter tour. Procedures for establishing an overseas tour length are specified in [DoDI 1315.18](#).

2. Tour Length Change. Submit a tour length change proposal as specified in [DoDI 1315.18](#). Do not submit a tour length change proposal to the Per Diem, Travel and Transportation Allowance Committee (PDTATAC).

3. Reserve Component Exception. Reserve Component members authorized permanent change of station (PCS) allowances for an overseas assignment, as specified in the Joint Travel Regulations paragraphs 030302 or 032301, are not required to serve the established tour length for the country or overseas area where assigned. See [DoDI 1315.18](#).

4. Key Billets. For key billet policy and assignment procedures see [DoDI 1315.18](#) and Under Secretary of Defense (Personnel and Readiness) memorandum, “Overseas Tour Length Change – Locations in the Arabian Peninsula,” 06-02-2020.

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Afghanistan, Kabul	N/A	12	08-10-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the Security Assistance Office (SAO) Kabul, Afghanistan. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Alaska (except as indicated)	36	36	
Adak	N/A	12	
Clear	N/A	12	
Eareckson	N/A	12	
Fort Greely	24	12	05-01-04
Galena	N/A	12	
King Salmon	N/A	12	
Marine Corps Security Forces	24	12	
Albania, Tirana	24	12	
Algeria	24	12	12-07-04
American Samoa	N/A	12	
Argentina	36	24	
Armenia, Yerevan	24	18	07-06-06
Aruba	24	18	
Australia (except as indicated)	36	24	

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Exmouth	24	24	
Learmonth	24	15	
Woomera	24	15	
Austria	36	24	
Azerbaijan, Baku	24	18	07-06-06
Bahamas, Andros Island	24	24	
Bahrain	N/A	12	07-02-20
<ul style="list-style-type: none"> • USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Bahrain. Tour lengths for military personnel assigned under Chief of Mission (COM) or Security Cooperation Organization (SCO) authority will remain unchanged. • The Department of the Navy may authorize an 18-month unaccompanied tour (NA/18) for Navy Service members assigned to Bahrain, but this authority will expire 07-02-22, unless renewed. 			
Bangladesh	24	18	
Belgium (except as indicated)	36	24	
Bertrix	N/A	12	
Belize	24	18	09-17-04
Benin	24	12	
Bermuda	36	24	
Bolivia	24	18	
Bosnia-Herzegovina			
Banja Luka	24	18	06-30-08
A Service member on an accompanied tour may be accompanied by adult dependents age 18 years or older.			
Sarajevo	24	18	07-06-06
Botswana	24	12	
Brazil	36	24	
British Indian Ocean Territory, Diego Garcia Island	N/A	12	
Bulgaria, Sofia	24	12	
Burkina Faso	24	12	
Cambodia (except as indicated)	N/A	12	
Phnom Penh (personnel assigned to NAMRU-2)	24	12	06-21-10
Canada (except as indicated)	36	24	
Newfoundland and Labrador	24	12	
Argentina	24	12	
Goose Bay	24	12	
Chad	24	12	05-02-08
PDUSD (P&R) memo of 05-05-2008, designated the accompanied tour as partially unaccompanied. Only adult dependents age 21 or older are authorized.			
Chile	36	24	
Colombia	24	18	
Commonwealth of the Northern Mariana Islands (including Saipan)	24	12	
Congo, Democratic Republic of	24	12	
Costa Rica	36	24	
Croatia, Zagreb	24	12	

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Cuba			
Guantanamo Bay	30	18	04-05-07
Dependents are permitted only when Government Quarters are available.			
JTF-GTMO	24	12	04-05-07
Dependents are permitted only when Government Quarters are available.			
Marine Barracks	24	12	
Cyprus (except as indicated)	24	18	
Akrotiri	24	12	
Czech Republic			
Prague	36	24	
Vyskov	36	24	07-23-15
Denmark	36	24	
Djibouti, Djibouti City	24	12	04-11-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the SAO in Djibouti City, Djibouti. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Dominican Republic	36	24	
Ecuador (except as indicated)	36	18	
Manta	N/A	12	
Egypt (except as indicated)	24	18	
Beni Suef	N/A	12	
Cairo (ETSS personnel only)	N/A	12	
Ismailia	24	12	
Jiyanklis New	N/A	12	
Sinai	N/A	12	
El Salvador (except as indicated)	N/A	12	
Personnel assigned to SAO	24	18	
England (see United Kingdom)			
Eritrea	24	12	
Estonia, Tallinn	24	24	
Ethiopia, Addis Ababa	24	12	04-11-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the SAO in Addis Ababa, Ethiopia. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
France	36	24	
Georgia, Tbilisi	24	18	
Germany (except as indicated)	36	24	
Donaueschingen	24	12	
Geilenkirchen	36	36	
Ghana, Accra	24	18	03-19-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC in Accra, Ghana. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Gibraltar	36	24	
Greece (except as indicated)	36	24	
Athens	24	15	
Crete	24	18	

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Souda Bay	N/A	12	04-18-97
Effective 07-27-2018, as an approved exception to assignment tour-length policy, a maximum of ten Navy personnel may be assigned to Naval Support Activity, Souda Bay, Greece to serve a 24-month accompanied tour. In addition, the Air Force officer assigned to the Senior Air Force Intelligence command position is also authorized to be selected to serve a 24-month accompanied or 12-month unaccompanied tour.			
Larissa	24	12	
Thessaloniki	24	15	
Greenland	N/A	12	
Guam	36	24	10-12-04
Guatemala	36	24	
Guyana	24	18	
Haiti, Port au Prince	24	12	11-20-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC in Port au Prince, Haiti. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Hawaii (except as indicated)	36	36	
Kauai	30	18	
Pohakuloa Training Area	24	18	
Honduras (except as indicated)	24	18	
Soto Cano AB	N/A	12	
Hong Kong	36	24	
Hungary			
Budapest	36	24	
Papa AB	24	18	02-01-19
Iceland (except as indicated)	30	18	10-04-99
USAF and USMC (not assigned to a joint activity)	24	12	
India (except as indicated)	24	12	
New Delhi	36	24	11-09-12
OSD (P&R/OEPM) memo dated 11-08-2011, established the tour length for a Service member assigned to the ODC, New Delhi, India.			
Indonesia	24	12	
Iraq	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Iraq. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
Ireland	36	24	
Israel (except as indicated)	24	12	
Forward Operating Site (FOS) 512	N/A	12	10-01-17
Italy (except as indicated)	36	24	
Ghedi	36	24	05-31-13
Mt. Venda	24	18	
Poggio Renatico	36	24	01-04-18
Jamaica	24	12	
Japan (except as indicated)	36	24	
A maximum 48-month tour is permitted for Navy personnel.			

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Akizuki Kure	24	12	12-07-04
Itami (Sapporo)	24	12	12-07-04
Kumamoto	24	12	12-07-04
Kuma Shima	N/A	12	
Kyoga-Misaki	N/A	12	11-14-14
MCAS Iwakuni	36	24	8-27-18
Okuma	NA	12	
Osaka	24	12	12-07-04
Ryukyu Islands (except as indicated)	36	24	
Okinawa			
Ie Shima	N/A	12	
MCAS Futenma	36	24	8-27-18
MCB Butler	36	24	8-27-18
Seburiyama	N/A	12	
Sendai	24	12	12-07-04
Shariki	N/A	12	11-05-08
Johnston Atoll	N/A	12	
Jordan (except as indicated)	24	12	
Amman	24	18	
Kazakhstan, Astana	24	12	08-10-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the SAO in Astana, Kazakhstan. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Kenya (except as indicated)	24	12	
Nairobi	24	18	
Korea (except as indicated)	36/24 (see note)	12	03-02-09
<ul style="list-style-type: none"> Not every Service member is eligible to serve an accompanied tour in those locations in which such tours are authorized. Command sponsorship eligibility for any dependent of personnel under U.S. Forces Korea (USFK) control is contingent upon the availability of facilities and services as determined by the USFK Commander. A Service member not eligible to serve an accompanied tour serves a dependent-restricted tour. U.S. military personnel under U.S. Diplomatic Mission-Korea control, including those assigned to Joint U.S. Military Affairs Group-Korea, are not required to seek USFK command sponsorship approval. (Affected locations marked with * below.) For an area authorized a 36-month accompanied tour, a Service member may accept a 36- or 24-month accompanied tour. 			
Chongju AB*	N/A	12	
Dongducheon (Camps Casey, Hovey, Mobile, Castle)	N/A	12	06-30-16
Gwangju AB (ROK)*	N/A	12	
Joint Security Area*	N/A	12	
Kunsan AB (U.S.)*	N/A	12	
Mujak/Pohang*	N/A	12	
Uijongbu (Camps Jackson, Red Cloud, Stanley)	N/A	12	06-30-16
Kuwait	N/A	12	07-02-20

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Kuwait. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
Kyrgyz Republic	24	12	
Laos	N/A	12	
Vientiane	24	12	12-21-06
Latvia, Riga	24	12	
Liberia	24	18	06-30-08
May be accompanied by adult dependents age 18 years or older.			
Libya, Tripoli	N/A	12	10-19-11
Applies to military personnel assigned to an SCO.			
Lithuania, Vilnius	24	12	
Luxembourg	36	24	
Macedonia (except as indicated)	24	18	
Skopje	24	12	
Madagascar	24	12	
Malaysia	36	24	
Marshall Islands			
Enewetak	N/A	12	
Kwajalein	24	18	
Mexico	24	18	
Midway Islands	N/A	12	
Moldova, Chisinau	24	18	
Mongolia	24	24	
Montenegro, Podgorica	24	24	01-28-08
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC in Montenegro, Podgorica. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Morocco	24	15	
Netherlands	36	24	
Netherlands Antilles, Curacao	N/A	12	
New Zealand	36	24	
Nicaragua	24	18	
Niger	24	12	
Nigeria, Abuja	24	24	04-11-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC in Abuja, Nigeria. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Norway	36	24	07-07-04
Oman	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Oman. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
Pakistan	24	12	
Due to threat levels, dependents are not currently authorized at this location.			
Panama (except as indicated)	36	24	
Galeta Island	N/A	12	

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Paraguay	24	18	
Peru (except as indicated)	36	24	
Lima MAAG	30	18	
Philippines (except as indicated)	N/A	12	
Metropolitan Manila	24	18	
Manila (JUSMAG-P)	36	24	12-01-11
Poland			
Bydgoszcz	24	24	10-21-05
Elblag	24	24	3-30-18
Redzikowo	N/A	12	01-02-15
Szczecin	24	24	10-21-05
Warsaw	36	24	
Portugal (except as indicated)	36	24	
Lajes AB	NA	12	08-09-13
The unaccompanied 12-month tour length only applies to new assignments after 08-31-2013. The Air Force will manage the movement of dependents already at Lajes AB, Portugal, through attrition.			
Puerto Rico	36	24	
Qatar	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Qatar. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
Romania			
Bucharest	24	24	
Deveselu	N/A	12	01-02-15
Oradea	24	12	09-30-11
May be accompanied by adult dependents age 18 years or older.			
Russia, Moscow	24	24	02-15-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the DoD Attaché Office in Moscow, Russia. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Rwanda, Kigali	24	24	10-17-11
Saint Helena (Ascension Island)	24	12	
Saudi Arabia	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Saudi Arabia. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
Senegal, Dakar	24	24	03-21-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC in Dakar, Senegal. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Serbia, Belgrade	24	24	06-11-07
OSD (P&R/OEPM) memo dated 01-31-2008, established the tour length for a Service member assigned to the ODC and Bilateral Affairs Office in Belgrade, Serbia. If an increase in the number of assigned personnel is desired, a subsequent tour request must be submitted.			
Seychelles	24	12	
Singapore	36	24	

Location	Accompanied Tour	Unaccompanied Tour	Effective Date
Slovakia			
Bratislava	36	24	
Trencin	24	12	09-16-11
A Service member on an accompanied tour may be accompanied by adult dependents age 18 years or older.			
Slovenia, Ljubljana	24	12	
Spain (except as indicated)	36	24	
Albacete (Los Llanos Air Base – USAF only)	24	24	
Moron AB	24	12	02-01-19
Sudan	24	12	
Suriname	24	18	
Sweden, Stockholm	36	24	
Tajikistan	24	12	
Thailand (except as indicated)	24	18	
Bangkok	36	24	
Tunisia	N/A	12	03-15-13
Turkey (except as indicated)	N/A	12	09-21-16
OUSD P&R memo dated 09-21-2016, changed the tour length for Turkey to a 12-month unaccompanied tour except those assigned under COM authority or under one of the SCOs.			
Ankara (SCOs)	24	24	
Turkmenistan	24	12	
Ukraine, Kiev	24	12	
United Arab Emirates (UAE)	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to UAE. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			
United Kingdom (except as indicated)	36	24	
RAF Fylingdales	24	18	
RAF Machrihanish	24	18	
Uruguay	36	24	
Uzbekistan	24	12	
Venezuela	24	18	
Vietnam	24	12	12-01-03
Virgin Islands	36	24	
Wake Island	N/A	12	
West Indies			
Anguilla	24	18	
Antigua	24	12	
Barbados	36	24	
St. Lucia	N/A	12	
Yemen, Republic of	N/A	12	07-02-20
USD (P&R) memo dated 06-02-2020, established the tour length for Service members assigned to Yemen. Tour lengths for military personnel assigned under COM or SCO authority will remain unchanged.			

B. NOAA Tour Lengths or Tours of Duty OCONUS.

1. Tour Length Establishment. NOAA Commissioned Personnel Center (NOAA/CPC) establishes these tour lengths.

2. Tour Length Change. Submit a tour length change proposal to NOAA/CPC. Do not submit a tour length change request to PDTATAC.

3. Tour Lengths. The table below specifies tour lengths OCONUS for NOAA Service members only.

Country or Area	Accompanied Tour	Unaccompanied Tour	Effective Date
Alaska	36	36	01-31-05
American Samoa	N/A	12	01-31-05
Antarctica	N/A	12	01-31-05
Australia			
Learmonth	36	36	01-31-05
France	36	36	01-31-05
Hawaii	36	36	01-31-05
Switzerland	36	36	01-31-05

C. DoD Civilian Employee. The table below specifies tour lengths OCONUS (in months) for DoD civilian employees. See the JTR, par. 054910.

1. Tour Length Establishment. The standard tour length for a DoD civilian employee stationed OCONUS under an initial service agreement is 36 months, and under a renewal service agreement is 24 months.

2. Tour Length Exceptions. 36, 24, 18, and 12-month tours apply to the entire location listed for both accompanied and unaccompanied tours unless otherwise stated.

3. Accompanied and Unaccompanied Tours of Duty. If a civilian employee is authorized an accompanied tour but is not accompanied by a dependent, then the unaccompanied tour length is applicable.

4. Special Circumstance Tour of Duty. For a special circumstance tour of duty location, see par. D.

5. Tour Lengths. Unless otherwise specified, the tour lengths listed in the table below apply to both initial and renewal tours.

Country or Area	Accompanied Tour	Unaccompanied Tour	Effective Date
Afghanistan	N/A	12	
Alaska			
Adak	12	12	
Aleutian Islands	12	12	
Isolated Mainland Bases	12	12	
Kodiak Island	12	12	

Country or Area	Accompanied Tour	Unaccompanied Tour	Effective Date
Ascension Island	12	12	
Australia			
Northwest Cape	24	24	
Bahamas			
Andros Island	24	24	
Eleuthera Island	12	12	
Grand Bahama Island	12	12	
Mayaguana Island	12	12	
San Salvador Island	12	12	
Bahrain	24	18	
Bosnia-Herzegovina	24	24	
Banja Luka	24	24	
British Indian Ocean Territory			
Diego Garcia Island	12	12	
Bulgaria	N/A	18	
Cambodia			
Phnom Penh (Personnel assigned to NAMRU-2)	24	12	06-21-10
Canada			
Newfoundland and Labrador, Argentia	24	18	
Newfoundland and Labrador, Gander	12	12	
Newfoundland and Labrador, St. Anthony	12	12	
Northwest Territory	12	12	
China			
Hong Kong	24	24	
Christmas Island	12	12	
Congo, Democratic Republic of	24	24	
Croatia	24	24	
Cuba			
Guantanamo Bay	24	12	
Dominican Republic	24	24	
Egypt	24	12	
El Salvador	N/A	18	
Ethiopia	12	12	
Finland			
All locations other than Helsinki	24	24	
Greece	24	24	
Greenland	18	18	
Guam	24	24	
Haiti	24	12	
Honduras	N/A	18	
Hungary			
Papa	24	15	
Iceland (initial agreement)	24	12	

Country or Area	Accompanied Tour	Unaccompanied Tour	Effective Date
Iceland (renewal agreement)	12	12	
Indonesia	N/A	12	
Israel	24	18	
Italy			
Sardinia, La Maddalena (initial agreement)	24	18	
Sardinia, La Maddalena (renewal agreement)	18	18	
Sicily, Comiso (initial agreement)	24	18	
Sicily, Comiso (renewal agreement)	18	18	
Sicily, Ragusa (initial agreement)	24	18	
Sicily, Ragusa (renewal agreement)	18	18	
Japan			
Iwo Jima	12	12	
Kure	24	12	
Ryukyu Islands	24	24	
Wakkanai	24	12	
Johnston Atoll (initial agreement)	24	12	
Johnston Atoll (renewal agreement)	12	12	
Jordan	12	12	
Korea	36 or 24	12	
For an area in Korea authorized a 36-month accompanied tour, a civilian employee may accept a 36- or 24-month accompanied tour. All 36-month tours shall be coordinated between the gaining agency and Commander, USFK, to ensure infrastructure, services, and base support is available.			
Dongducheon, Camps Casey, Hovey, Mobile, and Castle	12	12	06-30-16
Uijongbu, Camps Jackson, Red Cloud, Stanley	12	12	06-30-16
Kuwait	24	12	
Laos	24	24	
Liberia	24	24	
May be accompanied by adult dependents age 18 years or older.			
Libya	N/A	18	
Marshall Islands			
Enewetak	12	12	
Kwajalein	24	24	
Mexico			
Coatzacoalcos (initial agreement)	24	18	
Coatzacoalcos (renewal agreement)	18	18	
Vera Cruz (initial agreement)	24	18	
Vera Cruz (renewal agreement)	18	18	
Midway Islands	12	12	

Country or Area	Accompanied Tour	Unaccompanied Tour	Effective Date
Montenegro	24	24	
Morocco	24	24	
Myanmar	24	24	
Nigeria	24	12	
Northern Mariana Islands			
Saipan	24	24	
Oman	24	12	
Pakistan	N/A	18	
Due to threat levels, dependents are not currently authorized at any location in Pakistan.			
Islamabad	N/A	12	
Karachi	N/A	12	
Lahore	N/A	12	
Peshawar	N/A	12	
Panama	24	24	
Philippines	24	24	
Poland			
Redzikowo	NA	12	
Portugal			
Azores	24	24	
Lajes Field	12	12	<u>07-02-15</u>
Puerto Rico	24	24	
Romania	N/A	18	
Qatar	24	12	
Russia			
Moscow	24	24	
Saint Lucia	12	12	
Saudi Arabia	24	12	
Serbia	24	24	
Seychelles			
Mahe Island	12	12	
Somalia	N/A	18	
Taiwan	24	24	
Thailand	24	12	
Turkey	N/A	12	09-21-16
Turks and Caicos			
Grand Turk Island	12	12	
Venezuela	N/A	24	
Yemen			
Sanaa	12	12	

D. Civilian Employee Special Circumstance Tour of Duty

1. Special Circumstance Tour of Duty. The tours of duty for the persons listed below are exceptions to the standard tours of duty in par. C.

a. DoD Education Activity Personnel

(1) Professional Personnel in 20 U.S.C. §§901-907 Teaching Positions. The tour of duty for a person in a teaching position under the DoD Education Activity (see 20 U.S.C. §§901-907) is 1 or 2 school years, as required, plus the time required in the area because of arrival before the school year starts and while awaiting transportation upon departure. The school year for a person in a teaching position is limited to 190 working days, including no fewer than 175 days of classroom instruction.

(2) Professional Personnel Not in 20 U.S.C. §§901-907 Teaching Positions. The tour of duty for professional personnel not in 20 U.S.C. §§901-907 teaching positions is 12 months in those areas where the tour of duty for other DoD employees is less than 24 months. In all other areas, the tour of duty is 24 or 36 months, as appropriate. Professional personnel not in teaching positions include school principals, administrators, and other personnel whose services are required for a full calendar year.

(3) Professional Personnel in 20 U.S.C. §§901-907 Teaching Positions Reassigned without Returning to CONUS to Positions Not Subject to 20 U.S.C. §§901-907 for which the Tour of Duty is 36 Months. If an overseas teacher subject to 20 U.S.C. §§901-907 is reassigned to a non-teaching position without returning to the CONUS, then he or she must serve the 36 month tour less the length of the teaching tour.

Example: An overseas teacher has served 10 months of a 36-month tour. He or she was assigned to a new, non-teaching position OCONUS without returning to the CONUS. He or she must complete the remaining 26 months in the new tour.

(4) Professional Personnel in 20 U.S.C. §§901-907 Principal and Assistant Principal Positions. The tour of duty for persons in principal and assistant principal positions under the DoD Education Activity (see 20 U.S.C. §§901-907 and [DoD EA Regulation 5301.4-R](#) (Salaries and Personnel Practices Applicable to Principals and Assistant Principals)) is the same as for any other DoD civilian employee who is employed on a calendar year basis. The tours are expressed in terms of school years rather than calendar years. Except as provided in pars. A1a, A1b, and A1c, tours of duty are 3 school years under the initial service agreement and 2 school years under each subsequent agreement.

b. Defense Civilian Intelligence Personnel System (DCIPS) Employees. The Under Secretary of Defense for Intelligence administratively fixes the tour of duty for DCIPS employees.

c. Scientists on Sabbatical Leave. The tour of duty for a scientist on sabbatical leave is 12 months.

d. Civilian Marine Personnel of the Military Sealift Command (MSC). The tour of duty for MSC civilian marine personnel is 12 months.

e. U.S. Naval Observatory Personnel, San Juan-El Leoncito Region of Argentina. The tour of duty for U.S. Naval Observatory personnel assigned to the San Juan-El Leoncito region of Argentina is 24 months.

f. Resident Technical Assistance Team, Talcahuano, Chile. The tour of duty for a civilian employee of the Resident Technical Assistance Team assigned at Talcahuano, Chile, is 24 months.

g. U.S. Naval Medical Research Unit No. 3, Addis Ababa, Ethiopia. The tour of duty for a civilian employee of the U.S. Naval Medical Research Unit No. 3, Addis Ababa, Ethiopia is 24 months.

h. Air Force Management Interns. The tour of duty for a management intern assigned to

the Department of the Air Force Management Intern Program in the area under the jurisdiction of Headquarters, Pacific Air Forces, is 24 months. During the 24-month tour, the civilian employee may be transferred to various posts throughout the area as management needs dictate.

i. Consultants and Experts. The tours of duty specified in pars. D1b through -D1i do not apply to a consultant or an expert.

2. Establishing a Special Circumstance Tour of Duty

a. General. The special circumstance tour of duty established for a particular location applies to the entire location for either an accompanied or an unaccompanied civilian employee unless the requesting official indicates that the proposed tour should be limited to any of the following:

- (1) A specific area within the location (for example, Andros Island, Bahamas).
- (2) Either accompanied or unaccompanied civilian employees.
- (3) A civilian employee on a renewal agreement.

b. Exception Requests. A DoD component that wants to establish a special circumstance tour of duty must submit an exception request to the DUSD (P&R) stating the reasons for the exception.

c. Special Conditions. When special conditions justify it, and the interested components concur, tours of duty may be established in a given area OCONUS that differs among military departments, provided every effort is made to correct the special conditions that justify this practice and to establish a uniform tour of duty for the area as promptly as possible.