



"FOR OFFICIAL USE ONLY"
DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND

31 Mar 16

MEMORANDUM FOR MEMBERS OF AIR EDUCATION AND TRAINING COMMAND

FROM: AETC/CC

1 F Street, Suite 1
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SUBJECT: GENERAL ORDER – Mexico Travel Restrictions

1. **PURPOSE:** To implement Department of Defense (DOD), United States Air Force, and Air Education and Training Command (AETC) restrictions on travel within Mexico due to security concerns. This General Order (GO) supersedes the previous GO – Mexico Travel Restrictions, dated 22 January 2016.
2. **AUTHORITY:** The Uniform Code of Military Justice (UCMJ); Title 10, United States Code, Sections 801-940; USNORTHCOM Force Protection (FP) Directive 15-303; and AFNORTH FP Directive 16-013.
3. **APPLICABILITY:** Effective immediately, this GO applies to all active component personnel; to include other DoD service members assigned to AETC installations and/or units. It also applies to AETC civilian employees, AETC dependents, members of the Air Force Reserve and Air National Guard (when organized under Title 10 of the United States Code) assigned or attached within AETC, and AETC contractors (as long as it does not violate any terms of the contract) when traveling in an official capacity. Members of the reserve component activated on Title 10 orders and traveling for non-official purposes (leave) must abide by applicable provisions of this GO. AETC civilian employees, AETC dependents, other members of the reserve components, and AETC contractors traveling for non-official purposes are strongly urged to abide by all travel prohibitions and advisories.
4. **PUNITIVE ORDER:** Paragraph 5 of this GO is punitive. Failure to obey this GO by persons subject to the UCMJ is a violation of Article 92, UCMJ. Violations may result in courts-martial, Article 15, or other disciplinary/administrative actions. Failure to obey this GO by AETC civilian employees when traveling in an official capacity may result in adverse disciplinary action.
5. **PROHIBITED ACTIVITIES:** The following activities are prohibited.
 - a. All non-official travel (leave) to, or through, any portion of Mexico located within 50 statute miles of the U.S.-Mexico border without proper approval.
 - b. All non-official travel (leave) to the states of Chihuahua, Coahuila, Colima, Durango, Estado de Mexico, Guerrero, Jalisco, Michoacan, Nayarit, Nuevo Leon, San Luis Potosi, Sinaloa, Sonora, Tamaulipas, and Zacatecus without proper approval.
 - c. Ground travel across the U.S. Mexico border through a restricted state.
6. **OFFICIAL TRAVEL:** Official travel to the 15 restricted states is limited to mission essential travel.
 - a. Aircraft and Personnel Automated Clearance System (APACS) submission and Country/Theater Clearance is required for ALL official travel to Mexico. Follow APACS submission requirements in the Foreign Clearance Guide (FCG).

b. The Department of State (DOS) has mandated a non-waiverable training requirement for official travel to the following Consular Districts: Tijuana, Nogales, Ciudad Juarez, Nuevo Laredo, Matamoros and Monterrey. Travelers must review the FCG requirements and cite completion date in their APACS submission.

c. Minimum approval authority for official travel to restricted and non-restricted states is a 0-5 or civilian equivalent (GS-14). Minimum approval authority cannot be waived or delegated.

7. NON-OFFICIAL TRAVEL.

a. Non-official travel (routine or emergency leave) to non-restricted states: APACS submission and Country/Theater Clearance are not required. Regular leave approval standards apply (no minimum approval authority required).

b. Non-official travel (routine or emergency leave) to restricted states: APACS submission and Country/Theater Clearance are required. Follow APACS submission requirements in the FCG. Minimum approval authority is the traveler's supervisor.

(1) Determination of emergency leave is per AFI 36-3003, *Military Leave Program*.

(2) When time is critical and immediate action is required, the traveler will contact the Installation Antiterrorism Officer (ATO) to assist with expediting country clearance requests. Follow procedures outlined in the FCG, Section IV, Paragraph D. Upon notification of emergency travel requirement, the Installation ATO will immediately contact the HQ AETC/Antiterrorism Program Manager (ATPM).

c. Special circumstance travel concessions in restricted states:

(1) Pre-planned travel to U.S. Consulates in Nogales, Sonora; Ciudad Juarez, Chihuahua; and Nuevo Laredo or Matamoros, Tamaulipas for conduct of personal or family member DOS business is authorized. Travel is limited to day time only with no overnight stay. The two-person buddy rule is in effect (i.e., traveler must remain with another person at all times). APACS submission and Theater/Country Clearance is not required. EXCEPTION: if extenuating circumstances warrant overnight stay approval, then APACS submission and clearance approval is required. Minimum approval authority is the traveler's supervisor. Approval authority must ensure traveler has a communication plan.

(2) Travel on cruise ships that visit ports in restricted states is authorized. If traveler intends to go ashore, then APACS submission and Country/Theater Clearance is required. The APACS request must specifically state city of port visit. Minimum approval authority is the traveler's supervisor

(3) Travel to resort or tourist area in restricted states: There is no automatic APACS exemption for travel to resort or tourist areas in restricted states. However, travel to a resort or tourist area is more likely to receive favorable consideration by Country/Theater Clearance-granting authorities than other destinations within the restricted state.

d. Enroute travel through restricted states: Ground travel across the U.S.-Mexico border through a restricted state to a non-restricted state is not authorized. Other personal travel into a restricted state as part of an enroute travel plan with final destination into an area not restricted may be authorized by 0-5 or civilian equivalent (GS-14). Enroute travel does not require APACS

submission or Country/Theater Clearance. Travel of this nature should only be approved when conditions present undue hardship on the traveler (i.e., extreme monetary cost, delay of expedient travel, no nearby air facilities, or other considerable impacts). An approved AT plan is required that covers travel through the restricted area and identifies the risk mitigation measures being implemented.

e. AETC is charged to maintain situational awareness for non-official travel to restricted states. Personnel traveling to restricted states are directed to provide the following information to aetc at_section@us.af.mil: AP ACS number, rank, full name, unit of assignment, and rank/name/title of approving authority as listed in APACS.

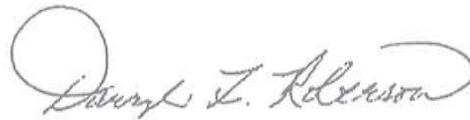
8. TRAVEL POLICY: All DoD travelers must review the FCG prior to planning travel and comply as applicable. Travel to any area requiring Country/Theater Clearance must be obtained prior to initiating travel.

9. TRAVEL ADVISORY/WARNING: All DoD travelers shall review the DOS Travel Warning for Mexico, found at <http://travel.state.gov/content/passports/english/alertswarnings.html>. However, this directive and the FCG take precedence.

10. APPROVING AUTHORITY RESPONSIBILITY: Approving authorities must review the applicable DOS, Overseas Security Advisory Council (OSAC) Consular District Crime and Safety Report for travel restricted and non-restricted states. This action is required prior to making any risk acceptance decision. Current OSAC Crime and Safety Reports for Mexico can be found at <https://www.osac.gov/Pages/Home.aspx> under the Reports tab.

11. UNIT COMMANDER RESPONSIBILITY: Commanders and military/civilian supervisors will ensure that all personnel are briefed on the prohibitions and requirements of this GO.

12. EFFECTIVE/EXPIRATION DATES: This GO is effective immediately and will remain valid until rescinded or superseded. Direct questions concerning this GO and its contents through the installation ATO to the HQ AETC/ ATPM.



DARRYL L. ROBERSON
Lieutenant General, USAF
Commander