



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS 100TH AIR REFUELING WING (USAF)  
ROYAL AIR FORCE MILDENHALL, ENGLAND**

16 March 2020

MEMORANDUM FOR ALL RAF Mildenhall (RAFM) PERSONNEL

FROM: 100 ARW/CC

SUBJECT: COVID-19 Travel Restriction Guidance

Reference: (a) Deputy Secretary of Defense Memorandum, "Travel Restrictions for DoD Components in Response to Coronavirus" 11 Mar 20  
(b) Deputy Secretary of Defense Memorandum, "Stop Movement for all Domestic Travel for DoD Components in Response to Coronavirus Disease 2019" 13 Mar 20  
(c) FRAGORD 005 to USEUCOM TASKORD Directing Component Response to Potential Outbreaks of 2019 Novel Coronavirus within the USEUCOM AOR.

1. This memo is applicable to the 100 ARW, 352 SOW, 95 RS, 488 IS, 727 AMS, and all tenant units comprising Team Mildenhall. We are confronting unprecedented challenges in our concerted effort to contain the outbreak of 2019 Novel Coronavirus (COVID-19). As we continue to battle this pandemic, the safety of our Airmen and families, as well as the well-being of our local communities, is paramount.

2. To ensure readiness of our mission and reduce the risk of the further spread of COVID-19, the following policies are effective 16 Mar 2020:

a. Whether on leave or on a pass (including non-duty days), RAFM military personnel are restricted to the island of Great Britain (England, Scotland and Wales).

b. For all uniformed and GS civilian personnel, all official travel to the greater area of London (defined as the area within the M25 beltway) is prohibited unless determined to be mission-essential. Approval authority for any mission-essential travel to London or within M25 shall be approved by the member's Squadron Commander.

c. For all RAFM uniformed personnel, travel to London (and area within M25) is prohibited, with the exception of dropping off/picking up passengers at London Heathrow.

d. All RAFM personnel and dependents should implement social distancing, avoid mass gatherings (50 or more people), and maintain a 6 feet distance from others when possible.

e. If RAFM GS civilian personnel travel outside of the island of Great Britain, they must notify their first-level supervisor before returning to the installation to allow consideration of necessary mitigation steps to limit potential for exposure to COVID-19.

f. Civilian employees and dependents are highly encouraged to follow the above restrictions as well.

g. RAFM uniformed members are required to notify their immediate supervisor if their dependents do not follow the above referenced restrictions.

h. In accordance with references (a) and (c), leave for 100 ARW uniformed personnel outside of the island of Great Britain will not be granted except for emergency or other hardship circumstances. This includes taking measures to minimize exposure to COVID-19 in accordance with reference (b).

i. Mitigation: RAFM military personnel are to avoid large crowds (50 or more), as well as densely populated and congested areas. If approved for local leave, members must consider travel options to mitigate risk and avoid using public transportation to the greatest extent possible.

3. Before traveling, members should reference the RAFM phone application, and CDC and State Department websites for the most up to date information.

a. State Department

<https://travel.state.gov/content/travel/en/traveladvisories/COVID-19-Country-Specific-Information.html>

b. CDC

<https://www.coronavirus.gov>

c. Travel Advisories

<https://travel.state.gov/content/travel/en/traveladvisories/traveladvisories.html/>

4. Every scenario cannot be envisioned. Commanders and supervisors are therefore empowered to make well-reasoned decisions to meet the intent of this memorandum. This policy expires on 11 May 20 or when updated. If there are any questions about this guidance, please contact your supervisor or squadron leadership team for clarification.



S. TROY PANANON, Colonel, USAF  
Commander