

28 February 2012

Personnel—General
Leaves and Passes

***This supplement supersedes AE Supplement 1 to AR 600-8-10, 19 August 2008.**

For the Commander:

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Summary. This supplement prescribes policy and procedures for granting leaves and passes to Soldiers in the European theater.

Summary of Change. This revision—

- Identifies the authority for reconsideration of denied special leave accrual (para 3-3).
- Establishes guidance on chargeable leave due to unusual natural disasters (para 4-1).
- Establishes guidance on USAREUR training holidays (para 5-29).
- Establishes guidance on nonchargeable rest and recuperation (5-43).
- Establishes guidance on paternity leave (para 5-44).
- Establishes mandatory use of the Defense Travel System when requesting emergency leave (para 6-1).
- Clarifies funding for emergency leave travel (para 6-7).
- Revises rules to clear leave or travel outside the continental United States (para 8-1).

Applicability. This supplement applies to Soldiers in the European theater and their Family members.

Supplementation. Organizations will not supplement this supplement without USAREUR G1 (AEAGA-MPP) approval.

Suggested Improvements. The proponent of this supplement is the USAREUR G1 (AEAGA-MPP, DSN 370-6816/6086). Users may suggest improvements to this supplement by sending DA Form 2028 by e-mail to mail.ugl.milperpol@eur.army.mil.

AR 600-8-10, 15 February 2006, is supplemented as follows:

Paragraph 1-4, Responsibilities. Add subparagraphs p through t as follows:

p. The Military Personnel Policy Section, Military Personnel and Plans Division, Office of the Deputy Chief of Staff, G1, HQ USAREUR, will establish and monitor policy on authorized absences (leaves, passes, and permissive temporary duty (PTDY)) for Soldiers in the European theater.

q. The Operations Division, Office of the Deputy Chief of Staff, G3, HQ USAREUR, will manage the Army in Europe Personnel Travel Clearance Program and will—

(1) Process personnel theater clearance requests for official and unofficial travel.

(2) Help the requesting organization POC secure country and special area clearances and documentation requirements as needed.

r. Garrison commanders will—

(1) Appoint community travel clearance managers to ensure travel clearance requirements are met and processed according to the DOD Foreign Clearance Manual (DOD 4500.54-M).

(2) Implement procedures for notifying Soldiers on leave or pass of changes in the threat situation or security environment.

s. Community travel clearance managers will announce travel clearance and documentation requirements at least quarterly.

t. Leave- and pass-approval authorities will comply with AR 600-8-10, this supplement, and AE Regulation 525-13 before authorizing Soldiers to travel outside their country of assignment.

Paragraph 3-3, Rules to Request Special Leave Accrual. Add the following to subparagraph c:

In the Army in Europe, requests for special leave accrual (SLA) from Soldiers in support of, but not deployed to a contingency operation during a fiscal year, or whose primary duties are in direct support of a contingency operation, and who are denied leave, are delegated to the general officer senior mission commander and their deputy commanders for approval or disapproval.

Paragraph 3-3, Rules to Request Special Leave Accrual. Add the following to subparagraph g:

SLA earned in a hostile-fire or imminent-danger pay area (combat zone) is retained for 4 fiscal years after the fiscal year in which the qualifying service ended. SLA earned in direct support of a contingency operation is retained for 2 subsequent fiscal years after the leave is earned.

Chapter 3, Special Leave Accrual. Add paragraph 3-5 as follows:

3-5. Special Leave Accrual Sell-Back Program

Only enlisted Soldiers are authorized to “sell back” SLA. Enlisted Soldiers may elect a one-time sell-back of up to 30 days of SLA in excess of the 120-day SLA limit. This leave counts against the limit of 60 days that Soldiers may sell back during their career. Local finance offices can provide more information.

Table 3-1, Requesting Special Leave Accrual. Add the following to step 4 under *Required action*:

Soldiers who have questions about SLA requests should ask their brigade S1 or contact the Military Personnel Policy Section (DSN 370-6816/6086).

Paragraph 4-1, Rules for Chargeable Leave. Add subparagraph d as follows:

d. Exceptions to chargeable leave due to natural disasters (for example, volcanic eruption) that subject Soldiers to travel restrictions will be forwarded through the Military Personnel and Plans Division to the United States Army Human Resources Command (HRC) for approval.

Paragraph 4-7, Rules to Develop EML Programs in Overseas Areas. Add the following to subparagraph a:

The Commander, USEUCOM, is the approval authority for the European Environmental and Morale Leave Program (USEUCOM Dir 35-2). Requests for inclusion of specific duty locations must be documented according to the basic regulation and sent through the USAREUR G1 (AEAGA-MPP), Unit 29351, APO AE 09014-9351, to USEUCOM (ECJ1-QB), Unit 30400, APO AE 09131-0400.

Paragraph 4-17, Rules to Request Leave Together With Consecutive Overseas Tours. Add subparagraph j as follows:

j. To prevent Soldiers from unknowingly losing their consecutive overseas tour leave, commanders will ensure that Soldiers know when consecutive overseas tour leave must be taken.

Paragraph 5-5, Rules to Grant Convalescent Leave to Soldiers Assigned or Attached to a Medical Treatment Facility. Add the following to subparagraph d:

The authority to approve subsequent requests for convalescent-leave travel at Government expense is delegated to Army hospital commanders in the grade of colonel and above. Army hospital commanders will send a monthly status report on leave requests to the Compensation and Entitlements Division, Office of the Deputy Chief of Staff, G-1, HQDA, by the first business day after the reported month.

Paragraph 5-9, Rules to Use Convalescent Leave Travel for Illness or Injury Incurred in Line of Duty. Add the following:

If convalescent leave is related to a combat injury, Army hospital commanders will account for the expenditure as a cost associated with contingency operations.

Paragraph 5-15, Rules to Request Excess Leave. Add subparagraph o as follows:

o. When punitive or administrative discharges are not factors in a request for excess leave, the following will apply:

(1) Requests must provide enough information about the emergency or unusual circumstances for officials to assess them.

(2) The Awards/Action Branch, Office of the Deputy Chief of Staff, G1, HQ USAREUR, will forward requests for total leave of more than 60 days that includes a period of excess leave to HRC for a decision.

Table 5-16, Permissive Temporary Duty. Add the following to step 1 under *Required action*:

Each sports team or group traveling within the borders of Germany must complete one DA Form 31. A roster must be attached to the DA Form 31 listing each team or group member's name, grade, social security number (last four digits), and unit.

Paragraph 5-19, Rules to Use Involuntary Excess Leave Awaiting Punitive Discharge. Add the following to subparagraph c:

Soldiers will be returned to the continental United States (CONUS) according to AR 614-30. These Soldiers will be reassigned on permanent change of station (PCS) orders to the personnel control facility closest to their leave address or home of record. The approved excess leave will begin after the Soldier arrives at the personnel control facility in CONUS.

Paragraph 5-27, Rules to Grant Regular Pass. Add the following to subparagraph c:

Local commanders will establish policy to determine what constitutes "available-for-duty."

Paragraph 5-29, Rules to Grant Special Passes. Add subparagraphs l through n as follows:

l. The CG, USAREUR, grants training holidays as a special pass to provide Soldiers opportunities to spend time with their Families at least once a month. Soldiers will be given every opportunity to enjoy USAREUR training holidays. When operational or mission requirements prevent Soldiers from participating in training holidays, commanders will inform Soldiers ahead of time of the reasons preventing participation and provide (when possible) alternative dates that the Soldiers may take the time off. These dates should be as soon after the training holiday as possible.

m. Soldiers may take leave in conjunction with a special pass without the special pass period being charged as leave only when they are physically present at their permanent duty station (PDS) or local residence when departing and returning from leave. The leave period plus the special pass period will be charged as leave for Soldiers who wish to depart their PDS or local residence during special passes and not return before the beginning of the leave period.

(1) Soldiers are restricted from using three time-off periods consecutively without being charged ordinary leave for the entire time. "Pass - ordinary leave - pass" and "ordinary leave - pass - ordinary leave" arrangements are not permitted.

(2) If a Soldier will be away from home station for longer than the period covered by a weekend (or a special-pass weekend if applicable), the Soldier must be on leave for the entire period.

Example: If 25 December falls on a Monday and 26 December is designated a training holiday, Soldiers may be granted a special pass from 23 through 26 December. Soldiers who want to take additional time off in conjunction with the special pass may be granted leave ending on Friday, 22 December, or starting on Wednesday, 27 December. To ensure the special pass period is not charged as leave, Soldiers must be physically present at their PDS or local residence when departing for and returning from leave.

n. DA Form 31 is not normally required if a Soldier remains in the vicinity of his or her normal duty station when granted a special pass. Local leave-approving authorities may require DA Form 31 for special passes at their discretion. Commanders may limit leaves and passes when necessary to meet organizational readiness requirements. Commanders should ensure procedures are in place to adequately implement new leave-and-pass policy in accordance with DOD Instruction 1327.06 and DA guidance.

Paragraph 5-31, Permissive Temporary Duty Approval Authority. Add the following to subparagraph b:

Requests for PTDY or TDY for more than 30 days to attend private-organization meetings must be sent through the chain of command to the Awards/Action Branch. All requests are subject to the restrictions of the basic regulation.

Paragraph 5-31, Permissive Temporary Duty Approval Authority. Add the following to subparagraph c:

Approval authorities may grant leave or passes to Soldiers who want to attend professional-development meetings or conferences if PTDY is not authorized.

Chapter 5, Nonchargeable Leaves and Absences. Add Section XXII as follows:

Section XXII

Task: Using Special Rest and Recuperation-Designated Areas

5-43. Rules to Use Nonchargeable Rest and Recuperation (NCR&R) Leave-Designated Areas.

- a. Effective 23 March 2010, the land areas of Iraq and Afghanistan are designated NCR&R areas.
- b. Soldiers mobilized or deployed to designated NCR&R areas who meet eligibility requirements may be granted administrative absence to be used in conjunction with benefits provided under the chargeable rest and recuperation (R&R) leave program.
- c. The benefits under the NCR&R program are not retroactive. Chargeable R&R leave that was approved before or on 22 March 2010 will remain as such. Chargeable rest and recuperation leave that was approved on or after 23 March 2010 will be changed to NCR&R.
- d. Soldiers authorized NCR&R leave must submit DA Form 31.

Chapter 5, Nonchargeable Leaves and Absences. Add Section XXIII as follows:

Section XXII

Task: Requesting Paternity Leave

5-44. Rules to Request Paternity Leave.

a. According to the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Public Law 110-417, sec 532), married Soldiers serving on active duty, including Title 10 and Title 31 Active Guard and Reserve duty, are authorized up to 10 days of nonchargeable administrative absence in connection with the birth of a child if the wife has given birth to a child on or after 14 October 2008. Soldiers fathering a child out of wedlock are not authorized paternity leave.

b. Paternity leave may be granted in addition to other authorized leave. Paternity leave will not exceed 10 days and must be taken consecutively and within 45 days after the birth of a child. Deployed Soldiers have 60 days after returning from deployment to use 10 days of paternity leave. Paternity leave that has not been used within the established timeframe will be forfeited.

c. Soldiers authorized to use paternity leave must submit DA Form 31. Commanders, supervisors, and leave-approving authorities must ensure that the following statement is entered in block 17: “I am requesting paternity leave in connection with the birth of my child. I understand that by law paternity leave is only authorized for married Soldiers on active duty, whose wife has given birth to a child on or after 14 October 2008.”

Paragraph 6-1, Rules to Request Emergency Leave. Add the following to subparagraph b:

When an emergency leave approval authority and the personnel section or military personnel detachment cannot agree on the appropriate application of emergency leave, or when the emergency leave is between two outside the continental United States (OCONUS) locations, the first lieutenant colonel or higher in the Soldier’s chain of command will be the approval authority.

Paragraph 6-1, Rules to Request Emergency Leave. Add the following to subparagraph e(4):

Emergency leave may also be authorized when household members or immediate Family members of the Soldiers would encounter severe or unusual hardship if the Soldier failed to return home.

Paragraph 6-1, Rules to Request Emergency Leave. Add subparagraphs i through l as follows:

i. Emergency leave requests for Soldiers and Family members traveling with the Soldier will be prepared on DA Form 31 according to the basic regulation. The approved DA Form 31 will be uploaded into the Defense Travel System (DTS) as a substantiating document to process travel authorizations or orders according to DOD Memorandum, Mandatory Use of the DTS, 28 March 2008. For instructions on how to use DTS, go to <http://www.defensetravel.osd.mil/dts/site/index.jsp>. When command-sponsored Family members travel on emergency leave without their sponsor, the unit S1 will process the authorizations or orders in DTS. Appendix C provides more information for command-sponsored Family members on emergency travel. Emergency leave orders must include—

(1) The following statement (when applicable) in the additional instructions line: “Space-required travel of your Family members is authorized.”

(2) Instructions for Soldiers to contact the appropriate transportation office during normal duty hours or the alternate travel support office during nonduty hours. Soldiers will receive round-trip transportation documentation for either Air Mobility Command (AMC) transportation authorization or for commercial air tickets. AMC telephone numbers are as follows:

CONUS, Puerto Rico, and the Virgin Islands	civilian 1-800-851-3144
Alaska	DSN 317-552-3781 civilian 001-907-552-3781
Hawaii	DSN 315-449-6833/1854 civilian 001-808-449-6833
Sato Travel Emergency Service Desk	civilian 001-866-422-9428 collect 001-210-877-3357
HRC Army Travel Assistance Center	civilian 001-800-582-5552

j. The term “Blue Bark” refers to U.S. military personnel, U.S.-citizen DOD civilian employees, and their Family members who travel in connection with the death of an immediate or command-sponsored Family member. This term is also used to designate the personal-property shipment of a deceased Soldier or employee, or Family member of a deceased Soldier or employee.

k. Soldiers who will have less than 60 days remaining before their date eligible for return from overseas or expiration term of service when they complete emergency leave will be reassigned to CONUS on orders. Exceptions are Soldiers who specifically request return to the overseas command according to AR 614-30. In addition to the information required by the appropriate orders format in AR 600-8-105, reassignment orders will specify in the additional instructions who is authorized emergency leave and why.

l. Before Soldiers take emergency leave, approval authorities will brief them on the provisions in the basic regulation and appendix D, and inform them that—

(1) Space-required travel is authorized only for Soldiers and command-sponsored Family members.

(2) Command-sponsored Family members may travel alone.

(3) Space A, category 1, one-way travel to CONUS is authorized for noncommand-sponsored Family members.

(4) Soldiers are authorized either round-trip emergency leave travel or Blue Bark reassignment to CONUS when a Family member who they sponsor and who is living with them dies. The Soldier must choose one of these options within 30 days after the death of the Family member.

(a) The death of a Family member in the Army in Europe must be verified through the Casualty Assistance Center, Theater Adjutant General, Office of the Deputy Chief of Staff, G1, HQ USAREUR.

(b) Soldiers who choose emergency leave will no longer be eligible for Blue Bark reassignment.

(c) Soldiers who choose Blue Bark reassignment will be interviewed by the servicing brigade S1 for personnel services delivery redesign units, which will send the request for Blue Bark reassignment through the Enlisted Personnel Management Division, Office of the Deputy Chief of Staff, G1, HQ USAREUR, to HRC for final approval. The servicing brigade S1 will annotate *THIS IS A BLUE BARK TRAVELER* in capital letters above the letterhead on the PCS orders.

(5) The installation travel office (ITO) will provide round-trip commercial tickets. The cost of these tickets may not exceed the authorized entitlement to bring the Soldier and Family members from the Soldier's PDS (or the location where the Soldier was informed of the emergency) to whichever of the following locations is closest to the emergency leave destination:

(a) A CONUS international airport nearest to the location from which the Soldier and eligible Family members depart.

(b) An airport in a non-foreign area OCONUS. This includes Alaska, Guam, Hawaii, the Northern Mariana Islands, Puerto Rico, and other U.S. territories and possessions.

(c) An airport in a foreign area OCONUS. Approval authority is the first lieutenant colonel or higher in the Soldier's chain of command.

(d) Any other CONUS airport that is closer to the traveler's destination if the cost of the transportation to the other airport is less than the cost of the transportation to the international airport.

Table 6-1, Emergency Leave. Add the following to step 2 under *Required action*:

Ensure the remark "ordinary leave under emergency condition" is not used on the DA Form 31.

Table 6-1, Emergency Leave. Add the following to step 13 under *Required action*:

Return approved DA Form 31 through supervisors to the Soldier.

Paragraph 6-7, Rules to Determine Emergency Leave Travel. Add the following to subparagraph a:

The leave approving authority must ensure strict adherence to the criteria established in AR 55-46, chapter 7, before authorizing travel for Family members to accompany the Soldier. The leave approving authority must especially ensure that funded travel is only provided to those whose presence is really needed at the emergency leave site. In cases where emergency leave is being requested due to natural disaster or other similar event, the leave approving authority must check with the combatant command or U.S. Embassy responsible for the affected area to find out whether or not it would be appropriate to approve leave to the leave location.

Paragraph 6-7, Rules to Determine Emergency Leave Travel. Add the following to subparagraph c:

Funding is authorized only to pay for round-trip airfare from an authorized aerial port of embarkation (APOE) and aerial port of debarkation (APOD) according to the Joint Federal Travel Regulations, volume I, chapter 7. All other expenses are the responsibility of the Soldier and are nonreimbursable. Each organization is responsible for providing funding for Soldiers and Family members traveling with the Soldier.

Paragraph 6-7, Rules to Determine Emergency Leave Travel. Add the following to subparagraph e:

There is no authority to pay for emergency leave travel in CONUS for an OCONUS-stationed Soldier or Family member who is in CONUS when the emergency arises.

Paragraph 6-7, Rules to Determine Emergency Leave Travel. Add the following note after subparagraph f:

NOTE: Family members who are not command-sponsored and reside in the European theater are authorized space-available (category 1) AMC transportation from the overseas APOE only to the first CONUS APOD. The return trip will be at the expense of the Family member. The ITO will help emergency travelers by providing round-trip reservations and ticketing information or assistance. Noncommand-sponsored travelers may receive ITO assistance but must pay all costs for services provided. Noncommand-sponsored Family members are authorized only space-available travel but may choose to pay for space-required travel.

Paragraph 8-1, Rules to Clear Leave or Travel Outside of the Continental United States. Add subparagraphs q through v as follows:

q. Soldiers who request leave or pass to travel outside their country of assignment to a location where a region- or country-specific Department of State travel alert or travel warning is in effect, or a U.S. mission (embassy or consulate) is not present to provide normal consular services, must—

(1) Be counseled by their unit commander or field-grade staff director (or civilian equivalent).

(2) Visit their unit security office before requests for leave or pass to these locations are approved to—

(a) Ensure the travel does not conflict with personnel security guidelines.

(b) Receive a defensive-travel briefing if they have access to classified information as outlined in DOD 5105.21-M-1, chapter 2, paragraph S; and AR 380-67, paragraph 9-203.

(3) Complete the antiterrorism (AT) travel-planning process and (if not current) AT Level 1 training.

r. When required by DOD 4500.54-M, the requesting organization will prepare and submit a travel-clearance request using the Aircraft and Personnel Automated Clearance System website at <https://apacs.dtic.mil>.

s. The Personnel Travel Clearance Office, Operations Division, Office of the Deputy Chief of Staff, G3, HQ USAREUR, will—

(1) Process requests for travel according to the DOD 4500.54-M at <https://www.fcg.pentagon.mil>; AR 600-8-10, table 8-2; AE Regulation 525-13; and this supplement.

(2) Send the personnel travel clearance request for leave and results to the Soldier's unit commander. The commander will forward the Soldier's DA Form 31, counseling documentation, and recommendations to the U.S. Army garrison commander or civilian equivalent in the Soldier's chain of command for approval or disapproval when required by AE Regulation 525-13.

t. On approval of leave or pass, the Soldier's unit commander will—

(1) Inform the Soldier.

(2) Verify that the Soldier has completed the AT travel-planning process.

(3) Verify that the Soldier has completed current AT Level 1 training and has the latest area of responsibility-specific threat updates for the leave or pass destination.

(4) Ensure procedures have been established for notifying Soldiers on leave or pass of changes in the threat situation or security environment.

u. Before departure, the Soldier's unit commander will confirm that no travel advisories or warnings have been issued or changes in the terrorist threat have occurred at the destination country or in the countries through which the Soldier will travel. Travel warnings and alerts may be verified at http://travel.state.gov/travel/cis_pa_tw/tw/tw_1764.html.

NOTE: For Soldiers taking leave in CONUS, DA Form 31 must include information on military personnel assistance points (basic regulation, app B).

v. Soldiers requesting leave or pass for OCONUS or a country other than their current duty country, will review materials on the Centers for Disease Control and Prevention website at <http://wwwnc.cdc.gov/travel/destinations/list.htm> and attach a copy of the advisory to their leave form. Additionally, Soldiers will schedule an appointment with their healthcare provider for vaccinations and medications for vaccine-preventable diseases and other diseases that might be prevalent at their planned destination. It is highly recommended that Soldiers contact their supporting preventative medicine or environmental health office for a medical threat briefing on the destination country.

Paragraph 12-1, Rules for Processing Leave. Add the following to subparagraph m(1):

The departure through return dates on the approved DA Form 31 will automatically become the dates of leave unless the Soldier informs the servicing brigade S1 of changes through the chain of command. The remarks section of DA Form 31 will have the telephone numbers of the emergency POC for the Soldier's unit and the USAREUR Command Center (011-49-6221-57-7099).

Appendix A, References, Section I, Required Publications. Add the following:

**Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 (Public Law 110-417),
14 October 2008**
Section 532

DOD Instruction 1327.06
Leave and Liberty Procedures

DOD Instruction 5105.21-M-1
Department of Defense Sensitive Compartmented Information Administrative Security Manual

DOD Manual 4500.54-M
Department of Defense Foreign Clearance Manual

DOD Memorandum, DTD 28 MAR 08
Leaves and Passes

USEUCOM Directive 35-2
Environmental and Morale Leave (EML)

AE Regulation 525-13
Antiterrorism

Appendix A, References, Section IV, Referenced Forms. Add the following:

DA Form 2028
Recommended Changes to Publications and Blank Forms

APPENDIX C

ADDITIONAL INSTRUCTIONS FOR COMMAND-SPONSORED FAMILY MEMBERS ON SPACE-REQUIRED EMERGENCY TRAVEL

C-1. GENERAL

Command-sponsored Family members are authorized space-required travel at Government expense by air transportation between the aerial port of embarkation overseas and the first continental United States aerial port of debarkation (normally Baltimore/Washington International Airport). When AMC space-required movement is not available, Government-procured commercial transportation is authorized for the shortest route between the two points of land mass. After debarkation, other travel will be at the expense of the Family member.

C-2. SPECIFIC INSTRUCTIONS

a. Command-sponsored Family members—

(1) Will report to the installation travel office (ITO) for transportation scheduling and issuance of applicable travel documents. The ITO will arrange travel. When reporting, Family members must have a current ID card, immunization record, emergency leave orders, and a valid passport.

(2) Will place one copy of travel orders in each piece of baggage. Each Family member is authorized two pieces of baggage weighing no more than 70 pounds each when traveling on AMC carriers, or 50 pounds each when traveling on commercial carriers.

(3) Should contact the following if they need assistance with personal problems or require an emergency leave extension:

(a) If not at a military installation, their sponsor's unit commander through the local American Red Cross chapter.

(b) If at a military installation, the military assistance point at Baltimore/Washington International Airport (civilian (410) 918-6900, DSN 312-243-6900).

(4) Should contact the nearest ITO for their return reservations at least 10 days before their return date.

(5) Will deliver, on return, the stamped copies of their orders to the order-issuing authority to be sent to the appropriate finance office.

b. If an extension has been approved, Soldiers may request a new port call by contacting the Carlson Wagonlit Travel Sato Travel Office or the servicing AMC passenger reservation center (PRC). To ensure the earliest port call, requests should be made immediately. Carlson Wagonlit Travel Sato Travel and AMC PRC telephone numbers are toll-free and are staffed 24 hours a day, 7 days a week.

APPENDIX D
QUESTIONS AND ANSWERS ABOUT UNUSUAL SITUATIONS

Question	Answer
Is a Soldier entitled to emergency leave when the emergency is in the immediate Family of the Soldier's spouse, and the spouse is command-sponsored?	Yes.
Is a Soldier authorized emergency leave when death, serious illness, or serious injury occurs in the immediate Family of the Soldier's spouse, and the spouse is residing with Family members in the continental United States?	Yes.
Must the spouse and children be accompanied by the Soldier if they are traveling on an emergency basis?	No. However, see basic regulation, paragraph 6-7a.
If two Soldiers are married to each other and an emergency occurs in either Soldier's immediate Family, are both authorized emergency leave? If they have children, are the children authorized to accompany them?	Yes. Both Soldiers are authorized leave. Their Family members are authorized space-required transportation. However, see basic regulation, paragraph 6-7a.
If a Soldier is divorced or separated from another Soldier and has custody of their children, and the divorced or separated Soldier (the other natural parent) without custody dies, is the surviving Soldier authorized emergency leave?	Yes. Only the children of the deceased natural parent are authorized emergency travel and only the Soldier is authorized emergency leave to accompany the children. The age of the children must be considered (see next question). Other children and the current spouse are not authorized travel.
Is there an age limit for children who are traveling unaccompanied?	Yes. Children must be at least 18 years old to travel unaccompanied on Air Mobility Command flights. Commercial airline regulations differ. Soldiers should check with commercial carriers when booking travel. The age of children is not a factor when the children are accompanied by the sponsor or the sponsor's spouse.
If the commander doubts the validity of a request for emergency leave or emergency travel of Family members, may the commander deny the request?	Yes. The fact that emergency leave or emergency travel is authorized does not mean that every request will be approved. Commanders may require verification from the American Red Cross before making a final decision. Commanders may deny requests that do not meet established criteria.
May grandparents, aunts, and uncles be considered in loco parentis (in place of a parent) (basic reg, fig 6-1)?	Yes, if they served in place of the Soldier's or spouse's parents for a continuous period of at least 5 years before the Soldier or spouse was 21 years old.

Glossary, Section I, Abbreviations. Add the following:

AE

Army in Europe

AMC

Air Mobility Command

AOR

area of responsibility

AR

Army regulation

AT

antiterrorism

CG

commanding general

DTS

Defense Travel System

HQ USAREUR

Headquarters, United States Army Europe

HRC

United States Army Human Resources Command

ID

identification

IMCOM-Europe

United States Army Installation Management Command, Europe Region

ITO

installation travel office

NCR&R

nonchargeable rest and recuperation

S1

adjutant

SLA

special leave accrual

USAREUR

United States Army Europe

USEUCOM

United States European Command

Glossary, Section II, Terms. Add the following:

Family member

A dependent as defined by 37 USC 401 and the Joint Federal Travel Regulations, volume I, appendix A.