

## **USTRANSCOM Personal Property Advisory #23-0073**

**Date:** 22 May 2023

**From:** USTRANSCOM Defense Personal Property Management Office (DPMO), Scott AFB, IL 62225

**To:** All Military Service Headquarters Representatives, Worldwide Personal Property Shipping Offices (PPSOs), Department of Defense (DoD) Approved Transportation Service Providers (TSPs), Non-Temporary Storage TSPs; International Auto Logistics, and Worldwide Vehicle Processing Centers (VPC)

**Subject:** Health Protection Protocols and Notification Guidance Updates

**1.** USTRANSCOM continues to focus on the DoD priority of ‘Protecting the Force’ during personal property movements. This advisory provides guidance relating to Health Protection Protocols. Updates focus on customer’s decision to ensure a safe environment at the customer’s residence. **This advisory supersedes all previous COVID-related advisories issued by USTRANSCOM in 2020, 2021, and 2022.**

### **2. General Guidance:**

- 2.1. USTRANSCOM reiterates the decision-authority customers have in the relocation process. Customers are empowered to decide who enters their residence and question moving company personnel regarding health concerns. Any DoD customer not comfortable with movers entering their home should work with the chain of command and local transportation office to reschedule their pack-out or delivery. Similarly, we encourage moving crews and drivers to stop the process if they have concerns with a customer’s health and should contact the local personal property shipping office to address.
- 2.2. USTRANSCOM encourages vigilance, at all times, for customer’s and moving company personnel to recognize potential communicable diseases and be forthcoming of their potential contagiousness.
- 2.3. Installations will continue updating local access procedures based on local communicable disease results and levels.

### **3. Communicable Disease Updates**

- 3.1. USTRANSCOM has rescinded all requirements for completion of the TSP Certificate of Health Protection Protocols effective **immediately**.
- 3.2. In the event there is a rise of a communicable disease that dictates a requirement to return to or adjust health protection protocol requirements, USTRANSCOM will provide updates through the advisory process.

### **4. Health Protection Protocol Requirements: Entering a customer’s residence and mask-**

**wearing protocols will be based on CDC local levels and communicable disease guidance.**

Due to the recent pandemic for COVID-19, CDC has established an US county level tool at <https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html> to determine appropriate prevention steps. For all other communicable diseases monitor the CDC website for updates. For influenza utilize the Influenza Map: <https://gis.cdc.gov/grasp/fluview/main.html>):

- 4.1. When COVID-19 Community Levels or any other communicable disease are LOW in the county where the customer resides or shipment will be serviced, DoD customers, family members, and TSP personnel supporting any type of shipment; pack, pickup, or delivery, masks are not required in the residence, no limitations on personnel present exist, and completion of the Health Protection Protocol form is not required. However, this is also at customer's discretion.
- 4.2. When COVID-19 Community Levels or any other communicable disease are MEDIUM in the county where the customer resides or shipment will be serviced the completion of the Health Protection Protocol screening is required for any DoD customers, family members, and TSP personnel supporting any type of shipment; pack, pickup, or delivery. Masks are not required in the residence and no limitations on personnel present exist. However, this is also at customer's discretion.
- 4.3. When COVID-19 Community Levels or any other communicable disease are HIGH in the county where the customer resides or shipment will be serviced the completion of the Health Protection Protocol screening is required for any DoD customers, family members, and TSP personnel supporting any type of shipment; pack, pickup, or deliver. TSPs should bring the minimum number of personnel required to handle the shipment. Customers should limit the number of family members present and prop open frequently used doors and clean door knobs and surfaces touched by all parties frequently to help ensure a safer environment. The wear of a cloth or paper surgical mask regardless of vaccination status is required. The mask must fit well over the nose, mouth, and chin. For details of types of masks (cloth and procedural masks) and proper wear, go to CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/types-of-masks.html>.
  - 4.3.1. A DoD representative will contact the customer during the relocation process to verify all parties are following the safety health protocols, and to take corrective action when needed.
  - 4.3.2. A cloth or paper surgical mask must extend above the nose without interfering with eyewear, and below the chin to cover the mouth and nostrils completely. It must fit snugly but comfortably against the sides of the face and be secure (e.g., by being tied in place or with ear-loops).
- 4.4. TSPs should review the COVID-19 Community Level tool and Influenza Map frequently for the areas they will service DoD shipments in to determine any changes in mask wear requirements.
- 4.5. For OCONUS shipments, all parties will follow local guidance provided by local

authorities.

**5. Points of contact for USTRANSCOM DPMO and Military Services Headquarters POCs:**

- 5.1. USTRANSCOM: TCJ9-OX Operational Support & Policy Team at transcom.scott.tcj9.mbx.pp-ops@mail.mil or Commercial: (618) 817-5479/5448 or DSN 322-817-5479/5448
- 5.2. USTRANSCOM: TCJ9-OP Privately Owned Vehicle Branch transcom.scott.tcj9.mbx.pp---pov-help@mail.mil
- 5.3. USTRANSCOM: TCJ9-OS Storage Management Office at transcom.scott.tcj9.mbx.pp-smo@mail.mil or Commercial: (618) 220-6292 or DSN 770-6292
- 5.4. HQ Army: usarmy.ria.asc.list.ild-personal-property@army.mil; usarmy.belvoir.asc.mbx.jpjsoma-apple@army.mil; 1-800-762-7186
- 5.5. HQ Navy: NAVSUPHQHHGS.fct@navy.mil
- 5.6. HQ Marine Corps: usmcpersonalproperty@usmc.mil; Commercial telephone: 703-695-7765, DSN: 225-7765, Commercial telephone: 703-483-0820
- 5.7. HQ Air Force: ppahq.ppec.customerservice@us.af.mil; Commercial telephone: 210-652-3357, DSN: 487-3357
- 5.8. HQ Coast Guard: hqs-dg-lst-cg-1332-travel@uscg.mil; Commercial telephone: 202-475-5393

**6.** Questions/concerns reference this advisory contact the appropriate USTRANSCOM DPMO section or Service in paragraph 5.

**7.** This message was approved for release by the Deputy Director, Defense Personal Property Management Office, TCJ9-D.