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NO. 4630.21 CH-1

*Revised by
DA Cir 310-42
9/8/67*

DEPARTMENTS OF THE AIR FORCE,
THE ARMY, AND THE NAVY
Washington, 23 May 1966

Military Airlift

**AIR TRANSPORTATION OF NON-MILITARY PASSENGERS
AND MATERIEL ON MILITARY ATTACHE AIRCRAFT**

AFR 76-12, AR 59-15, OPNAV INST 4630.21, 5 November 1963, is changed as follows: *not received*

✓ 7. **Procedure for Processing Request for Exceptions.** When the Defense Attache believes that circumstances warrant the transportation of a passenger not authorized by this regulation, he will forward his request for exception with full justification (including the requester's reasons) for a decision to the Defense Intelligence Agency. He will not commit airlift until he receives approval from the Director, Defense Intelligence Agency.

BY ORDER OF THE SECRETARIES OF THE AIR FORCE, THE ARMY, AND THE NAVY

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AIR FORCE REGULATION 76-12
ARMY REGULATION 59-15
OPNAV INSTRUCTION 4630.21

DEPARTMENT OF THE AIR FORCE,
THE ARMY, AND THE NAVY
Washington, 5 November 1963

(no ch 1)

Air Transportation

**TRANSPORTATION OF NON-MILITARY PASSENGERS AND
MATERIEL ON MILITARY ATTACHE AIRCRAFT**

This regulation outlines the policy and procedures that govern the travel of U. S. Government-sponsored passengers on military attache aircraft. It indicates the circumstances under which transportation may be furnished on a reimbursable and non-reimbursable basis.

1. Policy on the Use of Attache Aircraft.
The aircraft covered by this regulation are those assigned to a military attache to support the mission of the DOD.

a. *Competition with U. S. commercial transportation.* The military attache will not provide air transportation under this regulation when he determines that U. S. commercial transportation is reasonably available and adequate.

b. *Space available non-reimbursable transportation.* When the DOD mission does not require the use of all available space on the aircraft, the extra space may be used, on a non-reimbursable basis, by personnel whose travel is properly authorized as being in the interest of the U. S. Government.

c. *Reimbursable transportation on attache aircraft:* The military attache may provide special assignment airlift inside or outside his area of accreditation at the request of a U. S. Government agency outside the Department of Defense when:

- (1) Such airlift would not jeopardize the mission of the DOD, and
- (2) The requesting agency agrees to reimburse the DOD in accordance with the

rates and procedures established by AFR 76-8/AR 59-30/OPNAVINST 4630.16.

d. *Recurring special assignment airlift.* If a U.S. Government agency other than the Department of Defense anticipates the need for recurring special assignment airlift via attache aircraft, the agency will submit to DOD/DIA airlift requirements on a country-by-country basis on the first day of the sixth month prior to the operating fiscal year. Arrangements regarding reimbursement will be handled between DOD/DIA and the requesting agency in Washington.

e. *Limitations:*

- (1) Attache aircraft will not be utilized for transportation of non-DOD passengers traveling without reimbursement in a permanent change of station status.
- (2) Each traveler will normally be restricted to 66 pounds of baggage.
- (3) Cargo will not be transported on attache aircraft without the concurrence of the attache aircraft commander.

2. Personnel Authorized Non-Reimbursable Transportation. The military attache may provide space available, non-reimbursable

~~These regulations supersede the policy on military attache aircraft transportation that is stated in AFR 76-6/AR 96-20/OPNAVINST 4630.10, 11 June 1953.~~

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transportation in accordance with AFR 76-6/AR 96-20/OPNAVINST 4630.10, when excess space is available on a planned military flight that will be flown in support of the DOD mission; in addition, he may provide transportation to the following persons upon presentation of travel orders issued by a competent U. S. Government official:

a. *Within or outside the attache's area of accreditation*, when the travel is in the national interest:

(1) U. S. citizen Government employees.

(2) Personnel and accompanying dependents who are authorized by JANAF directives to participate in the Environmental and Morale Leave Program.

b. *Within the attache's area of accreditation*, when the travel is authorized in writing by the chief of the diplomatic mission or a military attache as in the interest of the U. S. Government.

(1) U. S. private citizens and distinguished foreign nationals (military or civilian).

(2) Accompanying spouses (of any of the above U. S. citizen Government employees, distinguished foreign nationals, or U. S. private citizens) when their travel is also authorized by the same official.

3. Travel for Medical Purposes. The military attache may provide space available non-reimbursable transportation for U. S. citizen Government employees and their dependents located in remote areas where adequate medical or dental care is not available, to and from a place where such care can be obtained. A medical officer, attending physician, or other competent authority must make such request in writing, stating that the care is necessary and not locally available. This transportation may be furnished for the following:

a. U. S. citizen Government employees and their dependents;

b. Family member or other designated adult to accompany a minor dependent;

c. An adult, accompanying another adult, when the medical authority deems it necessary for the health or welfare of the person needing the care;

d. Medical personnel, U. S. or foreign, when the presence of these persons is necessary for the health and welfare of the patient.

4. Travel of Congressional Passengers:

a. *Authorization.* The military attache may, if requested by a member of the U. S. Congress, provide non-reimbursable transportation within or outside his area of accreditation under all the following conditions:

(1) The Chairman of the Congressional Committee or Subcommittee or the senior member of the Congressional group specifically indicates that the purpose of the trip and the presence of each passenger is essential to accomplish the mission of the committee, subcommittee or the senior member;

(2) Commercial transportation is not available, feasible or adequate; and

(3) The requested transportation does not interfere with the normally assigned military mission of the aircraft.

b. *Reporting.* The military attache will report the following information to the appropriate higher official as soon as he provides non-reimbursable transportation for Congressional travel:

(1) An explanation of the circumstances which made the flight essential;

(2) The dates of departure and return;

(3) The list of passengers, with justification for the presence of each;

(4) The destination of each passenger;

(5) The name of each enroute stop and the reason for the stop.

5. Release from Claim for Injury or Death:

a. All passengers, except those listed be-

low, must sign the official release form prescribed by AFR 76-6/AR 96-20/OPNAV-INST 4630.10 before the flight:

(1) U. S. Government employees traveling on official business.

(2) Persons who have been invited to travel on official U. S. Government business.

(3) Persons being moved under emergency circumstances.

b. The attache will notify prospective passengers that death or injury resulting from travel on military aircraft may not be covered by their insurance.

6. Reports of Operations. The military attache controlling the aircraft will report in accord with separate instructions on a regular basis, at least monthly, all passengers or materiel carried aboard his aircraft and will indicate fully the authority under which transportation was provided. He will fur-

ther indicate any authorizations the propriety of which he questions in order that appropriate steps may be taken by the responsible agency to determine the facts.

7. Procedure for Processing Request for Exceptions. When a military attache believes that circumstances warrant the transportation of a passenger not authorized by this regulation, he will forward his request for an exception with full justification (including the requestor's reasons) for a decision through channels. He will not commit aircraft until he receives approval of the appropriate agency, as follows:

a. The Assistant Chief of Staff, Intelligence, U. S. Army.

b. The Director of Naval Intelligence, U. S. Navy.

c. The Assistant Chief of Staff, Intelligence, U. S. Air Force.

BY ORDER OF THE SECRETARIES OF THE AIR FORCE, THE ARMY, AND THE NAVY

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5 November 1963

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