

NOTE: THE HIGHLIGHTED AREAS ARE EITHER ACTION ITEMS OR INSTRUCTIONS. INSTRUCTIONS SHOULD NOT BE INCLUDED IN THE FINAL DOCUMENT. WHEN YOU CUT AND PASTE, PLEASE BE SURE TO FORMAT THE PRINTING AND FONT TO THE ORIGINAL DOCUMENT.

UNIT LETTERHEAD AND COMPLETE ADDRESS

(Do not abbreviate)

OFFICE SYMBOL

DATE

MEMORANDUM FOR RECORD

SUBJECT: Antiterrorism/Force Protection/Recovery Plan for (Rank and name of traveler/s), Destination (place(s) traveling to), Dates of Travel (dates of each destination) (Use for all USAPACOM restricted area travel).

1. Summary.

a. (Country) (Make a separate sub-paragraph for each distinctive country "a. b. c. etc".)

(1) Terrorist Threat Level: (LOW/MODERATE/SIGNIFICANT/HIGH)

(2) Criminal Threat Level: (NEGLIGIBLE/LOW/MEDIUM/HIGH/CRITICAL)

(3) Force Protection Condition: (NORMAL/ALPHA/BRAVO/CHARLIE/DELTA)

b. Buddy Rule is/is not in effect. (If in effect, state how the Buddy Rule will be satisfied and with whom.)

c. SECSTATE Public Announcements or Travel Warnings: (Make a separate sub-paragraph for each destination if any are in effect. If there **are not** any travel warnings for country(ies) of travel, state "NONE".)

d. CDR, Travel Restrictions: (Include the following information based upon whether CDR, USAFRICOM, USCENTCOM, USEUCOM, USNORTHCOM, USSOUTHCOM, USPACOM has implemented travel restrictions for the country(ies) scheduled for travel. If there **are not** any travel restrictions for country(ies) of travel, state "NONE". If there **are** travel restrictions in effect, include the following information.)

(1) State what the restriction is (e.g., specific cities, states, provinces, types of events, etc.)

(2) Indicate how the traveler(s) will comply with the requirements of the restriction (will not be traveling to Travel Restricted locations or participating in restricted types of events.

(3) State that the travel has been designated "mission essential" by the traveler(s) chain of command, (Include name and rank of person in the chain of command that made the designation.)

OFFICE SYMBOL

SUBJECT: Antiterrorism/Force Protection/Recovery Plan

- (1) State that the travel has been designated "mission essential" by the traveler(s) chain of command, (Include name and rank of person in the chain of command that made the designation.)
 - (2) If traveling to a restricted area, commander must do an Operational Risk Assessment (ORA.)
 - (3) State that prior to travel, permission will be obtained from HQ USAMRMC, DCSOPS.
- e. AT/FP responsibility: (State whether CDR, USAFRICOM, USCENTCOM, USEUCOM, USNORTHCOM, USSOUTHCOM, USPACOM or Chief of Mission (COM) has FP responsibility, based on DoS/DoD MOAs.)

2. Transportation Plans

- a. Air: (e.g., Traveler(s) will use commercial air. Air carrier is a US flag carrier on the FAA approved list.)
- b. After arrival, from airport to work or billeting: (e.g., Traveler(s) will be picked up by the American Embassy, or use AAFES taxis, or contracted ground transportation.)
- c. Intra-area: (e.g., Traveler(s) will utilize Individual Protective Measures identified in Attachment 2.)

3. Security (responsibility and measures)

- a. Weapons: (e.g., State who will be armed or no weapons authorized.)
- b. Workplace: (e.g., Dept of State Guards, US Army MPs, direct hire/contract security guards, or local police.)
- c. Billeting: (Include address and phone number of billeting or hotel.)

4. Medical

- a. State whether comprehensive medical care/ambulance service is available, location of medical or hospital and phone numbers.

OFFICE SYMBOL

SUBJECT: Antiterrorism/Force Protection/Recovery Plan

- a. Emergency medical support: Provide medical information to (Traveler).
- b. Installations public health officers can assist in determining if a traveler requires a vaccination. For additional information on vaccines, refer to the MILVAC website at NIPRNet site: <http://www.vaccines.mil>
- c. Travelers may obtain additional information from the international travelers' hotline of the Centers for Disease Control and Prevention (CDC) at 1-888-232-3228, from the CDC AUTOFAX at 1-888-232-3229, or from the CDC NIPRNet website at <http://www.cdc.state.gov/>.

5. Communications

- a. Availability of telephones in-country: (Public/International cell phones/other. Include Country/City Code dialing information.)
- b. Contact numbers in-country: (Links to all American Embassy web pages are available at NIPRNet website <http://www.usembassy.state.gov/>):

(1) American Embassy phone numbers:

(2) US military police phone numbers:

(3) Local police, fire, etc. phone numbers:

(4) Contact numbers for use as alternative sources of obtaining threat information:

(a) Respective Theaters Joint Operations Center (JOC).

(b) Respective Theaters Joint Intelligence Operations Center (JIIOC)
Senior Watch Officer.

6. American Embassy Locations: (Include street address and other pertinent directions to locate the nearest American Embassy or Consulate – Links to all American Embassy web pages are available at NIPRNet website <http://www.usembassy.state.gov/>.)

OFFICE SYMBOL

SUBJECT: Antiterrorism/Force Protection/Recovery Plan

7. Emergency Action Plans

- a. Evacuation Plans: (Provide detailed information for Traveler(s) to evacuate the country in the event of an emergency. Include phone numbers and points of contact at American Embassy/Consulate to obtain guidance on evacuating the country. Also include telephone numbers necessary to change airline reservations if required.)
- b. Upon identification of suspicious activity possibly endangering personnel, facilities, or residences, traveler(s) will notify hotel security and local police. Subsequent notification will be made to the American Embassy/Consulate.
- c. Safe Havens: American Embassy/Consulate for all threats other than those to the Embassy/Consulate. For threats to American Embassy/Consulate, traveler(s) will remain in their hotel unless otherwise instructed by American Embassy personnel.

8. Specific Contingency Plans

- a. Terrorist attacks on an American Embassy: Cease activities; return to hotel room or other available safe haven; assess situation; contact Theater JOC Director and USAMRMC EOC (301-619-0605).
- b. Terrorist attack against work place: Cease activities; evacuate to the American Embassy and contact applicable Theater JOC Director and USAMRMC EOC (301-619-0605) for guidance. Continue to assess the situation, and plan to evacuate via commercial airlines. Host nation security and law enforcement personnel increase security of workplace and embassy until situation is resolved, or depart country.
- c. Mob violence or coup: Cease activities; remain at hotel until situation is resolved; coordinate with the American Embassy and depart via commercial air.
- d. In the event that a terrorist attack occurs in country, new terrorist threat information is received, change in Threat Level or FPCON: Coordinate with the American Embassy/USDA; assess the situation, contact applicable Theater JOC Director and USAMRMC EOC (301-619-0605), and either continue with enhanced American Embassy/host nation security, or cease activities and depart the country via commercial air.

OFFICE SYMBOL

SUBJECT: Antiterrorism/Force Protection/Recovery Plan for (Rank and name of traveler/s),
Destination (place(s) traveling to), Dates of Travel (dates of each destination) (Use for all
USAPACOM restricted area travel)

10. Protective Measures. Traveler(s) will comply with enclosures 1 and 2 and the FPCON measures in accordance with USAMRMC guidelines and policy.

11. Approval. In accordance with USAMRMC Guidance and Policy, this FP plan is approved.

2 Encls

1. Preparing and Planning
2. AT Individual Protective Measures

COMMANDING GENERAL'S
SIGNATURE
BLOCK

COMMANDER/DIRECTOR
SIGNATURE
BLOCK

TRAVELER'S
SIGNATURE
BLOCK