



DEPARTMENT OF THE AIR FORCE
UNITED STATES AIR FORCES CENTRAL COMMAND (USAFCENT)
AL UDEID AIR BASE, QATAR

12 March 2010

MEMORANDUM FOR DEPLOYED USAFCENT PERSONNEL

FROM: COMUSAFCENT
APO AE 09309


SUBJECT: Leave Enroute Policy Guidance

1. For personnel desiring to take leave en route from an AEF or OCO deployment to a location within CONUS, the following rules apply:
 - a. All leave requests must be approved by deployed commander and home station commander.
 - b. Airmen desiring leave must be assessed by a deployed medical health care provider prior to approval. Personnel deploying under a medical waiver should include planned leave en-route into their waiver package.
 - c. Leave will be taken within CONUS (Alaska/Hawaii are not considered CONUS) and must be accounted for upon return to home station.
 - d. Airmen must provide appropriate leave location and contact information (commensurate with what is documented in a Leave Web request) to home station.
 - e. Leave will be limited to 14 days from the date of arrival in CONUS.
 - f. Airmen deployed with a weapon must coordinate proper turn in and accountability for their weapon with both their owning MAJCOM and deployed AFFOR staff.
 - g. Home station unit commander will notify the Installation Personnel Readiness (IPR) office of leave dates to ensure proper personnel accountability and reporting.
 - h. Upon approval by all parties concerned; deployed commanders will ensure that the Point of Debarkation Geographic Location (POD_GEOLOC) in the Time Phased Force Deployment Data (TPFDD) is updated to reflect a CONUS based strat port. The USAFCENT AEF Movement Team will perform normal aggregation analysis and update the mode source (M/S) IAW CENTCOM CCJ3P Force Rotation and Business Rules. Coordination with the USAFCENT AEF Movement Team will occur NLT 45 days prior to the Available to Load Date (ALD) noted in the TPFDD.



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- i. The member is responsible to move him/her self from the CONUS Port of Debarkation (POD) to the leave address and back to the CONUS strat port for movement to home-station. (Host Wing TMF, at deployed location, will schedule flight back to home station from CONUS strat port)
2. If you have any questions about this policy, please contact USAFCENT/A1RP at either DSN: 965-3039 or commercial at 803-895-3039.


GILMARY M. HOSTAGE III
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Commander