



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

29 Jul 1994

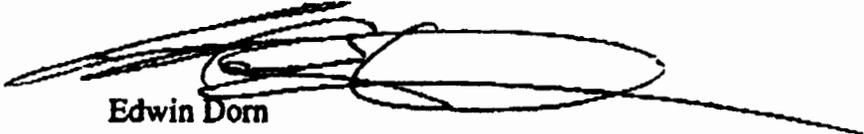


MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN, JOINT CHIEF OF STAFF
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Evacuation of Civilian Employees

I hereby delegate authority to local officials to order the departure and evacuation of civilian employees and their dependents in accordance with the Federal Personnel Manual (FPM) 990-2, Book 550, Appendix A. The local officials should be the same as those authorized to order departure and evacuation for military members and their dependents by Volume 1 of the Joint Federal Travel Regulations (JFTR). These include individuals close to the scene, such as the commander, director, head, chief or supervisor of an organization or office, who are directly involved and aware of the situation requiring an evacuation. In these circumstances, allowances may be paid as soon as the local official orders the evacuation.

This delegation of authority to approve departures and evacuations for natural disasters by local officials will be contained in the forthcoming Civilian Personnel Manual Instruction and Volume 2 of the Joint Travel Regulations.


Edwin Dorn

