



ACQUISITION  
AND SUSTAINMENT

THE UNDER SECRETARY OF DEFENSE  
3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

MAR 16 2020

MEMORANDUM FOR OFFICE OF THE UNDER SECRETARY OF DEFENSE FOR  
ACQUISITION AND SUSTAINMENT  
DIRECTORS OF ACQUISITION AND SUSTAINMENT  
FIELD AGENCIES  
DIRECTORS OF ACQUISITION AND SUSTAINMENT  
FIELD ACTIVITIES

SUBJECT: Further Delegation of Authority for Overseas Travel Restrictions in Response to  
Corona Virus Disease 2019

The attached Chief Management Officer (CMO) of the Department of Defense memorandum dated March 13, 2020, delegates newly established overseas travel restriction guidance for Defense Agencies and DoD Field Activities from CMO to the Principal Staff Assistant. Exceptions to travel restriction guidance may be granted in compelling cases where travel is: (1) determined to be mission essential; (2) necessary for humanitarian reasons; or (3) warranted due to extreme hardship.

Effective immediately, and while these travel restrictions are in effect, I further delegate my authority to grant exceptions to the travel restrictions for the Defense Logistics Agency, Defense Threat Reduction Agency, and Defense Contract Management Agency to the respective Director of that agency. This authority may not be further delegated. In my absence, I also delegate this authority to the Deputy Under Secretary of Defense for Acquisition and Sustainment. These exceptions are to be granted on a case by case basis, shall be limited in number, shall be coordinated between the gaining and losing organizations, as appropriate, and shall be made in writing.

The point of contact for this memorandum is Ms. Karen Saunders, Chief of Staff, Office of the USD(A&S), at 703-693-6132 or [karen.d.saunders.civ@mail.mil](mailto:karen.d.saunders.civ@mail.mil).

Ellen M. Lord

Attachment:

As stated

cc:

Chief Management Officer of the Department of Defense  
Deputy Under Secretary of Defense for Acquisition and Sustainment