

(CLASSIFIED/UNCLASSIFIED/FOUO)

INFORMATION PAPER

5 Aug 2020

SUBJECT: I Corps Leave Policy

1. Purpose: To provide guidance on the current leave policy for I Corps Units

2. Facts: The rapidly changing COVID-19 landscape poses risk to our Soldiers who are traveling away from their home installations to take personal leave. Accordingly, procedures for personal leave were updated on 22 June and will remain in effect until further notice.

a. Unit-level Commanders will use the procedures in AR 600-8-10 to process leave and pass requests for Soldiers. Ordinary leave in conjunction with PCS is authorized and will follow the same leave procedures.

b. Soldiers should not travel if they display a fever or other symptoms consistent with COVID-19 or if they have had close contact with someone who has tested positive for COVID-19 within the past 14 days.

c. Any leave outside the United States requires an Exception to Policy (ETP) approved by the I Corps Commander.

d. Personal leave with a destination to any State not designated as "Green" by the Office of the Secretary of Defense (OSD) requires an ETP by the first General Officer (GO) in the Soldiers' chain of command.

e. Commanders will assess the risk associated with the travel to "Green" States by reviewing the ARCGIS COVID-19 Trends for U.S. Counties Web Page at:  
<https://www.arcgis.com/apps/MapSeries/index.html?appid=ad46e587a9134fdb43ff54c16f8c39b>

f. Commanders at the Company or Detachment level may approve leave to Counties with Zero Confirmed Cases, End Stage, Controlled or Emergent trends. Battalion Commanders may approve leave to Counties with a Spreading Trend and Brigade Commanders may approve leave to Counties with an Epidemic Trend.

g. All Soldiers taking leave will be counseled prior to departing home station on leave.

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