



Texas Military Department

DIRECTIVE

Number 4500.02
21 August 2017

NGTX-JSZ

SUBJECT: Texas Military Department (TMD) Foreign Travel

References: See enclosure 1

1. PURPOSE.

a. This issuance defines the travel restrictions to countries for TMD personnel and the approval process. This directive supersedes JFTX P14-14 Mexico Travel Policy.

b. Ensure TMD personnel compliance with the Foreign Clearance Guide (FCG).

c. Violation of directive may result in corrective and administrative actions, or disciplinary action under the Texas Code of Military Justice (TCMJ).

2. APPLICABILITY AND SCOPE. This issuance applies to all TMD personnel in a military duty status, dual status and non-dual status technicians while on-duty and off-duty for travel to restricted countries outlined in the DoD Foreign Clearance Guide (FCG). See enclosure 2 for approval requirements for TMD personnel in an off-duty status.

3. POLICY.

a. TMD personnel must follow the FCG to identify country travel requirements and countries that are restricted from on-duty and off-duty personal travel. The FCG is located at <https://www.fcg.pentagon.mil/fcg.cfm>.

b. Commanders authorizing TMD personnel traveling to restricted countries for official TMD missions must obtain prior approval through command channels from first O6/O5 Commander or Director or as identified in the FCG.

4. DEFINITIONS. NA

5. RESPONSIBILITIES.

- a. Commanders/Directors: Commanders/Directors will review and approve all requests for personal off-duty travel to restricted countries.
- b. Unit Security Managers (USM) will process and submit foreign travel requests to the J2/G2/A2 as annotated below and provide foreign travel briefings to the traveler.
- c. TXARNG G2/TXANG A2 will process and track all foreign travel requests for individuals with Collateral Top Secret clearance and below.
- d. J2 will process and track all foreign travel requests for individuals indoctrinated to Sensitive Compartmented Information (SCI) and provide foreign travel briefings to the traveler.
- e. TMD Personnel possessing a clearance, regardless of status, are required to report all foreign travel to their chain of command prior to departure and are required to complete any DoD mandated training unless there has been prior Adjutant General approval.

6. INFORMATION REQUIREMENTS. NA


7. RELEASABILITY. All TMD personnel.

8. EFFECTIVE DATE. This directive is effective immediately and will expire 2 years from the date of publication unless sooner rescinded or superseded.

9. POINT OF CONTACT. TMD J2 at nq.tx.txarng.list.domops-J32@mail.mil.

2 Encls

- 1. References
- 2. Off-duty Travel Matrix


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Enclosure 1

References.

- a. DoD Foreign Clearance Guide, <https://www.fcg.pentagon.mil/fcg.cfm>
- b. DoD Directive 4500.54E, dated December 28, 2009
- c. Texas Government Code, Title 4, Chapter 432. Section 432.137. Failure to Obey Order or Regulation, Added by Acts 1987, 70th Leg., Ch. 147, Sec. 1, 1 September 1987.
- d. Army Regulation 380-67, paragraph 9, dated 24 January 2014
- e. Air Force Instruction 10-245, 25 June 2015

Enclosure 2

Off-duty Travel Matrix.

Personnel Status	Exception to Policy Required for Travel to Restricted Countries	Notification to Chain of Command Required
AGR	Yes	Yes
Dual Status Technician	No	Yes
ADOS	Yes	Yes
MDAY	No	Yes
State Active Duty	Yes	Yes
Contractor/State Employees	No	No, unless indoctrinated to SCI
Non-dual Status Technician	No	No, unless indoctrinated to SCI