



PERSONNEL AND
READINESS

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

MAY 25 2018

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS

SUBJECT: Supplemental Guidance—Family Member Transportation to Attend Dignified Transfers at Dover Air Force Base

- References: (a) DoDI 1300.18, “Department of Defense (DoD) Personnel Casualty Matters, Policies, and Procedures,” January 8, 2008
(b) Cancels Office of the Under Secretary of Defense Memorandum, “Invitational Travel Authorizations for Family Member Travel to Attend the Dignified Transfer of Remains at Dover Air Force Base,” April 6, 2009
(c) Title 37 section 481f
(d) Title 10 section 1509

This memorandum provides guidance supplementing Department of Defense (DoD) policy regarding DoD-sponsored transportation of family members to attend dignified transfer ceremonies at Dover Air Force Base (AFB). The DoD policy and this guidance apply to surviving family members of deceased military members and DoD civilian employees, and will be executed through invitational travel authorizations (ITA) issued subject to the Joint Travel Regulations. Transportation includes standard travel and transportation allowances.

In addition to the circumstances under which ITAs may be issued, as set forth in paragraph 4.10 of reference (a), the Secretary of the Military Department concerned, may authorize the issuance of ITAs to a decedent’s primary next of kin (PNOK) plus two additional family members of the PNOK’s choosing, who fall within a category of eligible relatives specified in paragraphs (c)(1)(A) through (c)(1)(D) of reference (c),¹ to witness the dignified transfer of remains at Dover AFB, if:

(a) A forensic pathology investigation of the remains has been directed by the Office of the Armed Forces Medical Examiner (AFME) at Dover AFB; and

(b) The decedent died overseas.

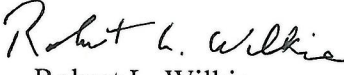
At the request of the decedent’s PNOK, the Secretary of the Military Department concerned may authorize a Service Casualty Assistance Officer or Family Liaison Officer to escort or accompany the PNOK to the dignified transfer ceremony. If the requesting PNOK is a minor, the PNOK’s guardian, on the PNOK-minor’s behalf, is responsible for making such

¹ Pursuant to title 37 section 481(c), eligible relatives are: the surviving spouse, including a remarried surviving spouse of the deceased member or employee; the child or children of the deceased member or employee, including stepchildren, adopted children, and illegitimate children; the parent or parents of the deceased member as defined in title 37 section 401(b)(2); and the sibling or siblings of the deceased member or employee.

decisions. Authorized family members who are also Service members may be issued military travel orders.

This policy does not apply to the repatriation of remains from past conflicts pursuant to title 10, U.S. Code, section 1509(a).

This supplemental guidance is effective immediately. Should you have any questions, my point of contact is Ms. Deb Skillman, whom you may reach by email at deborah.s.skillman.civ@mail.mil or by phone at (571) 372-5333.


Robert L. Wilkie