



DEPUTY SECRETARY OF DEFENSE
1010 DEFENSE PENTAGON
WASHINGTON, DC 20301-1010

JAN 16 2009

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
COMMANDERS OF THE COMBATANT COMMANDERS
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT

SUBJECT: Directive-Type Memorandum (DTM) 09-002 on the Use of Government Aircraft

This DTM supersedes previous memoranda of November and December 2007 concerning "required use" travel, cancels the "required use" traveler designations set out in those memoranda and in DoD Directive 4500.56, "DoD Policy on the Use of Government Aircraft and Air Travel," and establishes a new list of "required use" travelers in accordance with Office of Management and Budget (OMB) Circular A-126, "Improving the Management and Use of Government Aircraft." DoD Directive 4500.56 will be revised in accordance with this memorandum.

The Secretary of Defense has determined that the DoD officials in Tiers One and Two of the attached list have met the criteria for designation as "required use" travelers for official and/or unofficial travel, as indicated.

Officials in Tiers Three and Four and all other DoD employees are not "required use" travelers. However, they may use U.S. Government aircraft for official travel only, and only when the exigencies of their travel needs prevent the use of commercial aircraft. Such travel may be approved by the DoD Executive Secretary on a case-by-case basis, following verification that each trip complies with OMB Circular A-126 and with the implementing Directive. Travel aboard U.S. Government aircraft by Tier Three or Four officials may be interrupted in order to support "required use" traveler needs.

Conflicts arising due to limited aircraft resources will be resolved by the tier precedence of the travelers. Individuals within Tiers Two, Three, and Four have equal priority within their tiers. Resource conflicts between travelers within a tier will be resolved by the DoD Executive Secretary.

Requests for changes, additions or other recommendations to this list should be forwarded to the Secretary of Defense through the DoD Executive Secretary.

Attachment:
As stated



OSD 00614-09



DoD PRECEDENCE LIST FOR TRAVEL ON U.S. GOVERNMENT AIRCRAFT

Tier One (Required Use Travelers for Official and Unofficial Travel).

- Secretary of Defense
- Deputy Secretary of Defense
- Chairman of the Joint Chiefs of Staff
- Vice Chairman of the Joint Chiefs of Staff (unofficial travel authorized only when acting as the chairman)

Tier Two (Required Use Travelers for Official Travel Only).

- Secretaries of the Military Departments
- Chiefs of the Military Services
- Commander, International Security Assistance Force – Afghanistan (US Only)
- Commander, Multi-National Force – Iraq
- Commander, United States Forces Korea
- Commanders of the Combatant Commands
- Under Secretary of Defense for Acquisition, Technology, and Logistics
- Under Secretary of Defense for Intelligence
- Under Secretary of Defense for Policy
- Deputy Commander, US Central Command

Tier Three.

- Chief, National Guard Bureau
- Commander, Air Combat Command
- Commander, Air Education and Training Command
- Commander, Air Force Materiel Command
- Commander, Air Force Space Command
- Commander, Air Mobility Command
- Commander, Army Materiel Command
- Commander, Forces Command
- Commander, Pacific Air Forces
- Commander, Training and Doctrine Command
- Commander, U.S. Air Forces in Europe
- Commander, U.S. Fleet Forces Command
- Commander, U.S. Naval Forces Europe
- Commander, U.S. Pacific Fleet
- Commanding General, U.S. Army Europe
- Director, Naval Nuclear Propulsion
- Vice Chiefs of the Military Services (Tier Two when acting as the Service Chief)

Tier Four.

- Deputy Commanders of the Combatant Commands (Tier Two when acting as the Combatant Commander)
- Under Secretary of Defense (Comptroller)/Chief Financial Officer
- Under Secretary of Defense for Personnel and Readiness