

Department of Energy Travel Guidance  
Sept 14, 2001

The Department has not instituted a ban on travel in the aftermath of the Tuesday terrorist attacks, and indeed the President and his advisors have pledged that the Government will get back to normal as quickly as possible. However, in light of the terrorists attacks on Tuesday and the uncertain future security environment, the Department of Energy believes it is prudent that all travelers review their travel plans and priorities, particularly for foreign travel. To this end, the following message was sent to all the laboratory foreign travel Official Points of Contact (OPOCs) instructing that foreign travel plans be reassessed and identifying a source of information for foreign traveler security precautions. This instruction was approved by the Office of Security and Emergency Operations. The latest travel advisory is included at the end of this message

"In light of the tragic events of September 11, 2001, DOE wants to ensure the safety and security of all personnel engaged in official foreign travel. Therefore, DOE has determined that a reassessment of all previously approved official foreign travel is required. This reassessment should consider the current risks, mission requirements and national security priorities prior to validating the original approval. Accordingly, the responsible approval authority should revalidate all previously approved foreign travel (i.e., a hardcopy signature on the travel request). Further, specific travel security countermeasures/precautions should also be discussed with each traveler.

One source of current foreign travel restrictions, warnings or other matters of security information is available through the U.S. Department of State's Travel Safety: Office of American Citizen's Services at 202-647-5225 or their Internet web site, Travel Warnings and Consular Information Sheets, at:  
[http://travel.state.gov/travel\\_warnings.html](http://travel.state.gov/travel_warnings.html) <[http://travel.state.gov/travel\\_warnings.html](http://travel.state.gov/travel_warnings.html)>

It is recommended that those planning foreign travel in the next few weeks consider with their management the mission importance of the trip and, if continuation is appropriate, have it reauthorized in hard copy. All contractor and federal foreign travel orders should have approvals dated after September 13, 2001.

Domestic travel should likewise be reconsidered in light of mission importance, but can proceed without reapproval. However, through the end of next week, to lessen the strain on the domestic transportation system as new security measures are introduced, travel should be limited. Use of conference and video calls in lieu of travel should be encouraged.

If you have any questions, please contact Julie Squires at 202-586-4048 or Rich Levernier at 301-903-2178.