



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
THE COMMANDER IN CHIEF
UNIT 29351
APO AE 09014



AEAGA-CE (690-300.301)

28 October 1996

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAREUR Command Policy Letter 28, Overseas Tour Policy for DOD Civilian Employees

1. The DOD policy on overseas tours for DOD civilian employees is intended to provide personal and career-development opportunities. This policy is also linked to return transportation to the continental United States, reemployment rights, Priority Placement Program entitlements, and overseas allowance and benefit programs.
2. Overseas tours normally are 3 years for DOD civilian employees. The tour may then be extended for 2 years, based on a mutual agreement between the employee and the commander. Tour extensions that result in a tour lasting longer than 5 years (that is, a 3-year tour and a 2-year extension) are generally restricted to 6 months or less for compassionate or personal reasons. Tours may be extended beyond 5 years for particularly urgent and unique organizational needs, but must be consistent with DOD criteria. Tour limitations do not apply to employees who are family members or to those who have been continuously employed overseas since before 1 April 1966.
3. During the protracted drawdown in the European theater, USAREUR policy presumed that conditions existed which met DOD criteria for tour extensions beyond 5 years. Although USAREUR guidance authorizes specific high-level commanders to approve extensions beyond 5 years, commanders who exercise this authority must ensure that extension decisions are consistent with DOD criteria. Commanders must also keep in mind that previous conditions sanctioning routine extensions beyond 5 years no longer exist.
4. With the civilian drawdown nearly over, commanders must again consider extension requests on an individual basis and ensure that extension decisions are consistent with DOD criteria and the policy in this memorandum.


WILLIAM W. CROUCH
General, USA
Commander in Chief

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