



**DEPARTMENT OF THE AIR FORCE  
31ST FIGHTER WING (USAF)**

18 November 2020

**MEMORANDUM FOR PERSONNEL ARRIVING/RETURNING TO AVIANO AIR BASE**

**FROM: 31 FW/CC**

**SUBJECT: Requirements for Personnel Arriving/Returning to Aviano Air Base from Abroad**

In accordance with Italian Air Force Policy for base access under the current COVID conditions (Atch 1), and local agreements with the Italian Base Commander, the following procedures are to be implemented effective immediately:

1. Personnel traveling from countries included in Atch 2, lists B and C (includes EU/Schengen) will:
  - a. Complete a self-declaration form (Atch 3) *and*
  - b. Certify that a negative COVID test was conducted 72 hrs prior to entering Italy *or*
  - c. Be quarantined on base until receiving a negative COVID test and approval for release by Public Health.
2. Personnel traveling from countries included in Atch 2, lists D, E (includes U.S.) and F will:
  - a. Complete a self-declaration form (Atch 3) *and*
  - b. Certify that a negative COVID test was conducted 72 hrs prior to entering Italy *or* be quarantined and tested as soon as possible *and*
  - c. Conduct a 14-day Restriction of Movement (ROM). Please see Atch 4 for additional guidance on the Aviano Air Base ROM policy. At the end of the 14-day period, provided no symptoms of COVID have occurred and approved by Public Health, personnel will be granted base access.
3. Exceptions
  - a. The above requirements only apply to personnel employed on the base. Non-working family members are to adhere to Italian national policies.
  - b. Delivery personnel are exempt from the negative COVID test and quarantine requirements however they are only allowed to enter the base to complete their deliveries and immediately depart without interacting with the base populace.
  - c. Transient aircrew/personnel from countries B, C, D, E (includes EU, Schengen, U.S.) whose mission requires them to remain overnight, but less than 120 hours, are exempt from the 14-day quarantine, but upon arrival must certify a negative COVID test was completed 72 hours prior to arrival.

**"Return With Honor"**

- d. If the aforementioned aircrew/personnel are not able to certify a negative COVID test was completed, they will be admitted by exception, however they must remain on the aircraft or in an isolated space in the air terminal for the duration of their stay. If forced to remain overnight due to unexpected circumstances, transient aircrew/personnel must quarantine in appropriate U.S. base lodging and avoid interacting with the base populace. If any of those aircrew/personnel show any possible symptoms of COVID, they will be initially treated and managed only by U.S. medical services (medical isolation, COVID test, quarantine, etc).
- e. U.S. Army personnel arriving from abroad in transit to Caserma Ederle Army Base (Vicenza) may disembark an aircraft and transfer to an isolated means of ground transportation while avoiding interaction with the base populace. Upon arrival at the base in Vicenza these personnel will follow local policies and procedures regarding base access and travel from abroad.
- f. Diplomatic and mission critical exceptions will be worked on a case-by-case basis approved by HQ ITAF.

#### 4. Transportation:

- a. To the fullest extent possible, all new arrivals should utilize a commercial shuttle or taxi service for transport from the airport to Aviano AB. The FSS ITT Patriot Shuttle has indicated they have capacity to transport all incoming members. They can be contacted at DSN: 632-3107, Comm: 0434-30-3107, or online at [www.avianotravel.com](http://www.avianotravel.com).
- b. If new arrivals are transported by base personnel, **the driver will have to ROM until the traveler(s) receive a negative test result. If the traveler(s) receive a positive test result, the driver must then be tested.**

#### 5. COVID Testing

- a. Sponsors and unit POCs (for TDY personnel) should strongly encourage travelers requiring a COVID test to test 72 hours prior to entering the national territory, or at Marco Polo Airport (if available), and carry certification of their negative test on their person.
- b. If unable to test prior to arrival, sponsors, First Sergeants, or unit POCs (for TDY personnel), must schedule inbound personnel for a COVID test **NLT 3 days prior to the projected arrival** date by submitting an entry for each traveler on the 31 FW ROM Tracker Sharepoint at <https://portal.usafe.af.mil/sites/Aviano3/Lists/ROM%20Tracker/AllItems.aspx>. A confirmation email will be sent once the test is scheduled. Reply to the confirmation email if there are deviations to the planned arrival or mode of transportation.
- c. Contact the Medical Control Center (MCC) at 632-5455 for questions regarding PCS/TDY testing. Symptomatic members should contact the 31 MDG Appointment Line at 632-5000, Option 1 to schedule testing.

d. Scheduled personnel should report to the following locations at their specified appointment time. Face coverings and physical distancing must be maintained at all times:

- Members in TLF bldg. 1484 and dorms: Outside between bldg. 1484 and dorms
- Members in all other on-base lodging buildings: Outside between bldgs. 1481 and 1482
- Members residing in off-base lodging: Mon-Fri, 0900, Area 1 MDG COVID Sample Collection Station (follow posted signs)

6. For questions regarding this policy, please contact Capt Kimberly Smith, DSN: 314-632-5236, Comm: 0434-30-5236, email: [kimberly.r.smith130.mil@mail.mil](mailto:kimberly.r.smith130.mil@mail.mil).



IL Comandante  
AEROOPORTO "PAGLIANO e GORI"  
(Col. AArm Pil. Luca CROVATTI)



JASON E. BAILEY  
Brigadier General, USAF  
Commander

**Attachments:**

1. ITAF Policy for Base Access
2. Italian Decree Annex 20 - List of Countries (*subject to change*)
3. Self-Declaration Form
4. Aviano AB ROM Policy