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Transportation

**DEPARTMENT OF DEFENSE FOREIGN
CLEARANCE GUIDE**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ USAF/XOXI (Maj Robert Bew)

Certified by: HQ USAF/XOX
(Col George N. Williams)

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This instruction implements AFR 24-4, *Customs and Border Clearance*, and implements Department of Defense (DoD) Directive 4500.54, *Official Temporary Duty Travel Abroad*, May 1, 1991. It provides guidance for DoD Foreign Clearance Guide (FCG) requisition. The FCG describes the information required and procedures used by DoD units and personnel to obtain permission to enter or overfly foreign territories. It lists other clearance requirements established by international and US Government agencies that coordinate and regulate international travel as well as DoD policies and procedures relating to travel or transit of aircraft, aircrews, cargo, and personnel into or through the territory of a foreign country.

SUMMARY OF REVISIONS

This issuance aligns the instruction with AFR 24-4.

1. FCG Compliance. All USAF, USAFR, and Air National Guard (ANG) offices that plan, brief, or process and clear:

- 1.1. *Aircraft* entering or overflying foreign nations and aircraft reentering the continental United States (CONUS).
- 1.2. *Cargo* for transport by DoD aircraft operating between foreign areas.
- 1.3. *Personnel* for official temporary duty travel between foreign areas or US controlled areas outside the CONUS, must maintain a current copy of the DoD FCG.

2. FCG Requisition. All USAF, USAFR, and ANG offices must prepare initial issue requests for the DoD FCG on letterhead stationery to include justification, number of copies, stock number (paragraph 2.1.), complete mailing address, and request for placement on automatic distribution. If the DoD FCG Classified Supplement is required, must state that classified storage (up to SECRET) is available. **Note:**

Requisitioning and distribution of all components of the DoD FCG are in accordance with the Defense Mapping Agency Catalog of Maps, Charts, and Related Products, (Part I, Volume 1, Section 5).

2.1. Individual booklet and stock number request:

Description	Stock Number
General Information Booklet	FCGXXGI
Africa and Southwest Asia Booklet	FCGXXAF
Europe Booklet	FCGXXEUR
North and South America Booklet	FCGXXNSA
Pacific, South Asia, and Indian Ocean Booklet	FCGXXPAC
Binder	FCGXXBINDERLG
General Information and unclassified Regional Booklets	FCGXXALL
Classified Supplement (must be ordered separately)	FCGCSCCLASSSUP

2.2. Send requests to:

2.2.1. Mail:

Defense Mapping Agency Combat Support Center/PMSR
Attn: PMSR (D 17)
MacArthur Blvd
Bethesda MD 20816-5001

2.2.2. Message: DMA CSC WASHINGTON DC//PMSR//

2.2.3. FAX:

(Must include copy of request letter)
DSN: 287-2498
Commercial: (301) 227-2498

2.3. Telephone inquires: (Customer Service)

- DSN: 287-2495.
- Commercial: (301)-227-2495.
- Toll Free: 1-800-826-0342.

2.4. Federal Aviation Administration (FAA) submit requests to:

Department of Transportation
Distribution Requirements Unit
AAT-420
800 Independence Avenue SW

Washington DC 20591

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