

Foreign Travel Report

Contact Information			
Traveler's Full Name			
Section/Organization		Work Phone #	
Travel Details			
Country of Travel #1		Dates (From-To)	
Country of Travel #2		Dates (From-To)	
Country of Travel #3		Dates (From-To)	
Number of Travelers		Purpose of Visit	
Emergency Contact While in Country			
Contact Number		Traveler's Cell Phone	
Foreign Travel Briefing			Date Completed
Antiterrorism Level 1 Training (ALL)	http://jko.jten.mil/courses/at1/launch.html		
State Dept STEP Program	https://step.state.gov/step		
DoD Foreign Clearance Guide (ALL)	https://www.fcg.pentagon.mil/fcg.cfm		
Register with APACS (If required by FCG above)	https://apacs.dtic.mil/apacs/		
Country Specific Information	http://travel.state.gov/content/passports/english/country.html		
Alerts and Warnings by Country	http://travel.state.gov/content/passports/english/alertswarnings.html		
Antiterrorism Pocket Card (ALL) (JCS PC 5260)	http://www.belvoir.army.mil/dptms/Resources/5260_card.pdf		
Traveler's Certification <small>(Provide Signed Copy to your Directorate Head, or Supervisor for Verification/Accountability)</small>			
<p>I certify that I have received the necessary pre-travel training and have attained all necessary pre-travel approvals. I understand my responsibilities as a Soldier or DoD employee traveling to a foreign country and I have taken steps to minimize my vulnerability. I understand my reporting responsibilities related to suspicious encounters or anything that could be considered a TARP incident.</p>			
Signature			Date <input style="width: 100px;" type="text"/>
Supervisor or Security Manager Verification			
Signature 8UH			
Foreign Travel Briefing Statement			

- Know the rules of the countries through which you are traveling. Pay close attention to duty requirements, currency laws, bans on importation, customs declarations, etc.
- Do not carry any letters/packages, on behalf of any third party.
- Carry only essential items of identification. Do not bring government access badges, building passes, or other official paperwork.
- Your hotel room may be searched sometime during your stay. Do not leave any official items or papers unattended in your room.
- Beware of overly friendly guides, interpreters, waitresses, hotel clerks, etc., whose intentions may go beyond being friendly.
- Do not discuss official business outside of U.S. government controlled areas.
- Never attempt to photograph military personnel or installations or other restricted/controlled areas. When in doubt, ask an official.
- If you suspect you are under surveillance, it is best to ignore it. Do not try to evade or lose surveillance agents. Report surveillance to the Embassy or Ánsulate security office.
- Avoid moral indiscretions or illegal activity, which could lead to compromise or blackmail. Carefully avoid any situation which would provide a foreign service with the means for exerting coercion or blackmail.
- The Department of State, Bureau of Consular Affairs webpage (<http://www.usembassy.gov>) provides links to all U.S. Embassies, Consulates & Diplomatic Missions. Consider printing Embassy emergency contact information prior to your departure to avoid not being able to access it online.

Foreign Travel Debriefing - Only required for any "yes" answers below

1. Did you encounter any problems at the time of arrival or departure from the foreign country?
YES NO

2. Did you have any unusual experiences while traveling (to include harassment, suspected surveillance, detention, unusual customs inspection, searches of hotel room or trash, listening devices found, telephone monitoring, etc)?
YES NO

3. Were you asked any probing questions about your job, duties, studies, and/or company or organization?
YES NO

4. Did you experience any blatant indication of possible approach/efforts to solicit by a Foreign Intelligence Service?
YES NO

5. Did you meet any foreign nationals who requested future contact?
YES NO

6. Were you the victim of a criminal act?
YES NO

7. Were you detained or arrested?
YES NO

IF YOU ANSWERED "YES" TO ANY OF THE ABOVE QUESTIONS, PLEASE RETURN THIS PAGE TO YOUR SECURITY OFFICE AND EXPLAIN ON A SEPARATE SHEET OF PAPER.