

FOREIGN TRAVEL WORKSHEET

Authority: 5 U.S.C. 301, Departmental Regulations; National Security Act of 1947, as amended, 50 U.S.C. 401, et.seq.; E.O. 9397 (SSN); E.O. 12333; DoD 5240.1-R, Procedures Governing the Activities of DoD Intelligence Components That Affect United States Persons.

Purpose(s): Information is used to assign, categorize and administratively track foreign travel, contacts, and incidents or concerns; monitor, analyze, and track counterintelligence activities; prepare and pursue investigations involving counterintelligence activities; and to collect data regarding unusual or suspicious events at or near agency facilities.

Routine uses: In addition to the statutory disclosures permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records may specifically be disclosed outside the agency as a routine use pursuant to 5 U.S.C. 552a(b)(3). Disclosures may be pursuant to DoD 'Blanket Routines Uses' published in the Federal Register at the beginning of the agency compilation of systems of records notices.

Disclosures: Disclosure of information is voluntary; however, failure to provide complete information may delay processing of the form.

Falls under B-RCS-700-03 for records retention.

Traveler Information

SSN (last 4):		First Name:		Last Name:	
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General Details

Submission Type:		
Travel Type:		
Official TDY:	Yes	No
Travel companions:	Family	Co-worker Other
Planned Foreign Contact:		
Reported Foreign Contacts:		

Emergency Contact #1

First Name:		Last Name:	
Phone Number:		Relationship:	
Address Line 1:			
Address Line 2:			
City:	State/Province:	Postal Code:	
Country:			

Emergency Contact #2 (Optional)

First Name:		Last Name:	
Phone Number:		Relationship:	
Address Line 1:			
Address Line 2:			
City:	State/Province:	Postal Code:	
Country:			

Emergency Contact #3 (Optional)

First Name:		Last Name:	
Phone Number:		Relationship:	
Address Line 1:			
Address Line 2:			
City:	State/Province:	Postal Code:	
Country:			