

MS 213 VOLUNTEER NO-FEE PASSPORTS

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Responsible Office: M/AS/G/T

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Related Interim Policy Statement: IPS 4-04 Safekeeping of Volunteer No-Fee Passports and Visas

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1.0 PURPOSE

This Manual Section describes the assignment and use of No-Fee passports for Peace Corps Trainees/Volunteers and their dependents.

2.0 AUTHORITY AND IMPLEMENTATION

Section 5 (h) of the Peace Corps Act provides that Volunteers/Trainees, although not considered employees of the United States, will be issued No-Fee passports in order for them to fulfill their responsibilities as Volunteers/Trainees.

3.0 POLICY

3.1 Duration

No-Fee passports are valid for five years, minus one day, from the date of issue.

Trainees/Volunteers may use their No-Fee passports for the duration of their Peace Corps service and up to 90 days after they complete their service. They may not use the No-Fee passport in countries where use of the passport has been restricted by the Department of State.

Trainees/Volunteers may not use their No-Fee passports for any personal travel after their return to the United States, following early termination or completion of service, even if the passport has not expired.

3.2 Safekeeping

It is the responsibility of the Country Director to provide safekeeping for Trainees/Volunteer No-Fee passports in a locked cabinet. However, Volunteers and Trainees are not required to relinquish their No-Fee passports to Peace Corps.

The Country Director must also ensure that No-Fee passports and accompanying visas are current and up-to-date.

The Country Director may choose to provide safekeeping for Personal passports, or other personal effects carried to post by Volunteers and Trainees if, in the Country Director's opinion, local circumstances warrant protection. However, the Country Director, Peace Corps, and the U.S. Government assume no responsibility for replacement or reimbursement of lost, stolen or damaged personal effects held in such circumstances.

It is the responsibility of the Country Director to include a distribution plan of No-Fee Passports in the Country's Evacuation Plan.

3.3 Loss of No-Fee Passport

Should a Trainee/Volunteer lose a No-Fee passport, the nearest U.S. Embassy should be advised, and the Trainee/Volunteer should immediately apply for a new passport. The Embassy will request authorization for the issuance of the new No-Fee passport from the Passport Office in Washington, D.C.

3.4 Return of No-Fee Passports Following Early Termination

Trainees/Volunteers who terminate early, other than those granted field exceptions to the direct and immediate return rule, must return their No-Fee passports, stamped by the U.S. Immigration and Naturalization Service, to the Office of Special Services (VS/SS) in order to confirm "direct and immediate" return to the United States. Final readjustment allowance payment will be made once the passport is received. (See MS 284 "Early Termination of Volunteers.")

3.5 Volunteers Remaining Outside the United States after Service

Volunteers planning to remain outside the United States for more than 90 days after completion of service should obtain a regular tourist passport from the local United States Consulate or Embassy.

3.6 Passport as Proof of United States Citizenship

Volunteers who return directly to their home of record after completion of service should retain their No-Fee Passport because they may submit it as proof of United States citizenship when applying for any type of U.S. Passport in the future.

4.0 EFFECTIVE DATE

This Manual Section shall take effect on the date of issuance.