**DEPARTMENT OF THE ARMY**
INSTALLATION MANAGEMENT COMMAND
US ARMY GARRISON - YONGSAN
UNIT #15333
APO AP 96205-0177

REPLY TO
ATTENTION OF:

IMYN-PLP

2 August 2012

## US ARMY GARRISON-YONGSAN POLICY LETTER 3-2

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Implementation of Individual Antiterrorism Plan Tracking System/ Travel Tracker/Notifier

**1. REFERENCES:**

      a. USFK EFO 09-12 (Implementation of Individual Antiterrorism Plan Tracking System).

      b. USPACOM OPORD 5050-08

      c. USFK OPORD 5050-11

**2. PURPOSE:** To establish procedures for implementation of the Individual Antiterrorism Plan (IATP) Tracking System.

**3. APPLICABILITY:** This policy applies to all USAG Yongsan military personnel on official and un-official travel (i.e. TDY, TAD, PCS, and leave or any other type of official travel). DOD civilians and family members will use IATP/Travel Tracker/Notifier when on official travel. DOD civilians and family members are encouraged to use Travel Tracker if on un-official travel.

**4. POLICY:** The intent of this policy is to ensure the commander is informed regarding the travel plans of their personnel. The commander is alerted when personnel intend to proceed to a high-threat area or when personnel become located in a high threat area. IATP allows the commander to expeditiously inform Soldiers, civilians, and family members who are travelling outside the AO of events that may affect their safety.

**5. PROCEDURES:**

      **a. Overview:** IATP/Travel Tracker/Notifier is a web based application accessed via the NIPRNET. It is CAC-enabled and users will be prompted for CAC card verification. No password is required to access the site, at the following link: https://iatp.pacom.mil.
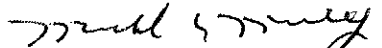
**b. Requirements:**

1. Only certain countries in the USAPACOM AO require an "Approved IATP" (approval varies by rank and is dependent upon threat-level). The application identifies which countries or locations actually require and "approved IATP" versus an optional short form that provides the same accountability and notification features less the approval process.

**2. An IATP submission via IATP /Travel Tracker/Notifier does not constitute a request for authorization to travel.** Such requests shall be submitted and approved by the traveler's chain of command prior to using IATP/Travel Tracker/Notifier.

3. All personnel are encouraged to complete the individual training about the IATP/travel tracker/Notified that is also located at the following link: https://public.seat.nmci.navy/iatp/default.aspx

6. Proponent for this policy is the USAG Yongsan Protection Branch at 738-7318. The POC is Mr Robert Daul. robert.j.daul.civ@mail.mil.

MICHAEL E. MASLEY
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Commanding

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