

US Africa Command Theater Clearance Steps

NOTE: Theater clearance is required for all official travel and **all Leave** travel of active duty service members. There are no differences between training preparation/documentation between official and leave travel.

Links labeled as 'External' below will open in a new browser window.

1. **Review the Foreign Clearance guide.** External link: [FCG](#) (requires access from .mil domain or password)

Pay particular attention to Section I (host nation entry credential requirements) and to Section III.C. (tab by tab APACS instructions for both Official and Leave travel also available on [africom.mil website](#) Personnel-Request document); Section VI (US Embassy provided details, contact info, travel advice based on hard earned experience of travelers)

2. **Create an Aircraft and Personnel Automated Clearance Systems (APACS) account.** Instructions : [APACS Instructions.pdf](#) External link: [APACS](#)

IF FCG, Section III.A.1. for the specific country of travel requires eCC submission in addition to APACS, request an eCC account. External link: [DoS Electronic Country Clearance](#) (eCC)

3. **Complete AT/FP Level 1 training.** External link: <https://atlevel1.dtic.mil/at/>

4. **Complete Level A SERE training in support of the Code of Conduct (CoC)** or Service Equivalent (initial or continuation training) within 36 months prior to entering the US Africa Command AOR. NOTE: *Continuation training* applies regardless of previous code of conduct training.

External link: <http://jko.jfcom.mil> SERE 100.1 computer-based training satisfies the level A requirement. (This training can be found on Joint Knowledge Online (JKO) page, course number "J3T A-US022".

5. **Digital Isolated Personnel Report (ISOPREP) on file electronically**, reviewed/submitted within 12 months of arrival to AOR.

SIPR (direct into system): Personnel Recovery Mission Software (PRMS) located on SIPRnet at <https://prmsglobal.prms.af.smil.mil>. Personnel may register for an "individual account". Photos and Fingerprints are NOT required by AFRICOM or the PRMS SIPR website for completion.

NOTE: The only way to electronically file an ISOPREP via NIPRnet is via the Pro-File tool from a .mil domain and CAC enabled computer <https://prmsglobal.prms.af.mil/prmsconv/Login/start.aspx>.

[NOTE: The Pro-File software at either site requires you to upload two (2) digital pictures smaller than 200k to complete submission.]

6. **Complete medical assessment and requirements.** See a doctor and clearly identify the location you are traveling and request a specific review of health threats for that location. Ensure your vaccinations are up to date and have your doctor check on specifics for the area. Become familiar with food/water/behavior risks. Malaria is endemic in most of Africa with some exceptions. There are multiple forms of malaria and much in Africa is Chloroquine resistant, and it can be deadly. Secure anti-malarial medications as required. Some locations require it year round, other locations it may be seasonal. Some anti-malarials are not tolerated by the liver and may require a G6PD blood test prior to prescription and consumption. Some medications require a follow up prescription to flush the system upon your return. Each traveler should sign off on the AFRICOM [Travel Health Form](#), review links and the [General Health Counseling](#). Include the date of the signed Travel Health Form for each traveler at the Medical Assessment entry.

7. **Prepare a written Force Protection (FP) Plan** if under CDR AFRICOM FP Responsibility. Consider all hazards. If a leave traveler or on official travel sponsored by a service, follow that Service Component Africa's guidelines, e.g., Army (USARAF), Air (AFAF) and submit to the component command if required (See @ Section III.A.5. of the FCG for the requirements by the different Components Africa and their

contact information. If not otherwise directed, or for joint DoD entities the FP Plan should be maintained by sending organization for a period of one year.

NOTE: AFRICOM does not dictate the content of the FP Plan, beyond one caveat – many FP Plans focus on terrorism alone and criminality and health risks on the continent can be significant. AFRICOM recommends that an all hazards approach to the FP plan be used. Consider the FP Plan content information: [FORCE PROTECTION PLAN basics](#) as a guide if desired (Adobe PDF, select all and copy to word document in order to edit).

8. **Submit PR Plan of Action** to one of the following: their unit PR office, their service component PR Coordination Center (PRCC), or the AFRICOM Joint Personnel Recovery Center (JPRC). Example [PR Plan Format](#) – linked on this page. Component PRCC and AFRICOM JPRC contact info are in the footnotes.

NOTE: PR plan may be part of component force protection plan requirement, check component requirements.

9. **Submit travel clearance request.** Instructions : [Personnel Request.pdf](#) linked on this page.