

UNCLASSIFIED STATE 00027164

VZCZCWEO2024 UNCLASSIFIED

PAGE 01 STATE 00027164 112225Z

R 112225Z MAR 14
FM SECSTATE WASHDC
TO ALL DIPLOMATIC AND CONSULAR POSTS COLLECTIVE
AMEMBASSY TRIPOLI
INFO DEPT OF AGRICULTURE USD FAS WASHINGTON DC
BT
UNCLAS STATE 027164

E.O. 13526: N/A

TAGS: ATRN, AMGT, AFIN

SUBJECT: TRAVELING WITH PETS 2014

1. SUMMARY: This telegram highlights recent changes and important guidance for pet owners who are preparing to transfer this year and provides a link to the complete guide for Traveling with Pets. END SUMMARY.
2. PCS travel can be stressful for all members of the State Department family, including our pets. This annual cable provides important information enabling pet owners to plan for all aspects of pet travel. While the Department strives to make this process as easy as possible, it is important to remember that shipping a pet is the owner's responsibility. Although the USG may reimburse some costs, and posts may provide pet owners with some level of assistance, the USG does not accept any liability relating to the transportation of pets, including the death of a pet in transit.
3. Please consult the Overseas Briefing Center's (OBC) Pets page at <http://snip.state.gov/2ib> for the most comprehensive updated information, including post pet entry requirements, restrictions, related pet shipping issues, and the newly implemented pet survey submitted by post GSOs to help OBC keep their Pets page accurate.
4. Employees transferring to an overseas location should contact their post of assignment before transporting a pet. The General Services Office (GSO) Travel and Transportation Section at each post will have important information that generally includes any restrictions on pet import and export, clearance procedures and fees, and quarantine procedures (if applicable). Please contact the GSO or management officer at post for specific requirements. A current post TMTHREE will also include pet-specific information.

RECENT CHANGES

5. FLY AMERICA ACT, EU OPEN SKIES and CITY PAIR FARES: A change to 14 FAM 543 in 2012 allowed PCS travelers an exception to the contract "city pair" fare when space for pets as checked baggage is not available. When using this exception, the USG will pay no more than the contract fare for tickets; employees will need to pay the balance. This allows travelers to consider other US-flagged carriers as well as EU carriers (when your travels are to, from or through the EU). Be sure to review the regulations carefully and check with an expert (see paragraph 8). Travelers violating the Fly America Act will be responsible for the cost of the entire ticket.

6. Due to complex airline policies regarding payment for tickets, the DS-4022 form was recently revised to more easily capture this increase in ticket cost and provide a mechanism for payment by the employee. It captures the difference in cost above the amount the Department would normally pay for an employee to travel on the most direct and economical routing (normally the contract carrier). The difference in cost must be paid to the cashier in advance of ticketing and the cashier will provide the employee with the cashier's receipt and initial the DS-4022 as proof of payment. The cashier at the Harry S. Truman building (HST) is located in room 1258. The Travel Management Center (TMC) will then be permitted to issue the ticket (see 13 STATE 161226 http://telegrams.state.gov/aldac/view_telegram.cfm?teleid=10507832).

7. SHIPPING A PET AS AIR CARGO: Pets may be transported as an air cargo shipment on the same flight as the owner or on a separate flight. If the pet is traveling on a separate flight, the owner must make arrangements for the pet to be picked-up at the final destination, if the owner cannot personally do so. The cost of this service is considerably higher than shipping a pet as excess/accompanied baggage. An increasing number of airlines and/or countries require that pets travel as cargo even if the owner is traveling on the same flight. Transportation Security Administration (TSA) regulations require that if a pet is shipped as cargo to the U.S., a professional shipper must be used.

8. Any questions regarding this ALDAC or the guidance on the OBC site may be addressed to Maureen Johnston in the Overseas Briefing Center at johnstonm5@state.gov or by telephone 703-302-7277; the Transportation and Travel Management Division at TransportationQuery@state.gov; or the Office of Allowances at AllowancesO@state.gov.

9. Minimize considered.

Kerry

UNCLASSIFIED

UNCLASSIFIED STATE 00027164