

OFFICIAL PASSPORT GUIDANCE

All personnel who are conducting Official Travel into or out of a foreign country shall determine if they will need an official passport for themselves and/or their dependents. The Electronic Foreign Clearance Guide is a continually updated manual containing travel requirements for all U.S. Military members, U.S. Government Civilians and Dependents. This manual will determine what identification credentials are needed to enter a country. It can be found at this link: <https://www.fcg.pentagon.mil/fcg.cfm>

BACKGROUND

Anytime a U.S. Citizen crosses an international border, they are required to show identification credentials. Typically, this will be a passport. There are three different types of passports available to U.S. Citizens:

*Tourist Passports (commonly referred to as a “Blue” Passport): This is purchased at the expense of the member and can only be used for personal travel.

*Official Passports (commonly referred to as a “Red Passport” or a “No-Fee Passport”): This is issued at no cost to the member for the purpose of travelling on official Coast Guard business. This can include TDY/TAD travel, as well as PCS Travel. Dependents who are accompanying a military member on PSC travel may be authorized an Official Passport as well.

*Diplomatic Passports (commonly referred to as a “Black Passport”): This is issued at no cost to the member for the purpose of travelling on official Coast Guard business and is stationed or attached to an American Embassy abroad conducting a diplomatic mission under the purview of the Chief of Mission. Dependents who are accompanying a military member on PSC travel may be authorized a Diplomatic Passport as well.

OFFICIAL PASSPORT DIVISION STAFF

The Passport and Visa Division is located at Coast Guard Headquarters, in the Office of International Affairs and Foreign Policy (CG-DCO-I).

For all passport and visa inquiries, please email the passport division staff members at: uscgpassports@uscg.mil

OFFICIAL PASSPORT AND VISA RESOURCES

Official passport and visa regulations and procedures can be found in Chapter 9 of COMDTINST 5710.5, Foreign Affairs Policy Manual (FAPM)

Comprehensive, one-stop shopping for passport and visa information can be found at the DCO-I Passport and Visa CGPortal Page:

<https://cgportal2.uscg.mil/units/cgdcoi/Passports%20and%20Visa/Forms/AllItems.aspx>