

A ADMINISTRATIVE SUPPORT TEAM MEMORANDUM



Vientiane, Laos

Number 74-008

Sept. 7, 1973

SUBJECT: Surface Travel in Laos

REF: ASTM Nos. 71-009 and 71-014

1. BACKGROUND

Referenced ASTMs outline the procedures in effect for official and unofficial surface travel in Laos.

With the improved security conditions in Laos, especially on the Vientiane Plain, the U.S. Mission is now in a position to relax some of the current restrictions connected with surface travel.

2. PURPOSE

These instructions supersede and cancel referenced memoranda pertaining to all surface travel in Laos.

3. POLICY

This memorandum sets forth procedures for all official and unofficial surface travel from Vientiane. These procedures are mandatory for all American direct-hire and contract personnel and TCN employees of the U.S. Mission and their dependents. Senior officers at major field posts are requested to establish rules and controls for surface travel in their respective areas.

4. OFFICIAL TRAVEL

- a. Individuals traveling outside Vientiane on official business are authorized to travel within the following areas without prior approval of the Mission Emergency Action Officer:

DISTRIBUTION:

Embassy - 100	Air America - 70
USAID - A, F	Continental - 70
USIS - 20	Arizona - 20

(continued)

DATT - 50

- (1) North of RLG #13 as far as Vang Vieng (TF 3294) and east to Ban Xon (Site 272. Onward travel to Site 207 will require clearance from AC/XK at Site 272.
 - (2) East on RLG #13 and RLG #2 to the ferry at the Nam Ngum River (TF 9301)
 - (3) West on RLG #2 to Ban Nong Da (TE 3790)
 - (4) North on RLG #13 and RLG #15 to the ferry at Tha Ngon (TF 4906).
- b. Each office/division/section having individuals traveling within the above prescribed areas will establish an internal check-out/check-in procedure to insure the location and destination of all travelers. All road travel is limited to the hours of 0700-1700. (Purpose of requiring return to Vientiane by 1700 is to assure a little daylight in searching for overdue travelers).
- c. In the event an official traveler has not returned to Vientiane and checked in by 1700, the office concerned shall call the Mission Guard Service (Tel: 7175/6434) which will inform the EAO. The EAO will initiate search procedures. Official travel beyond the limits outlined above requires submission of Lao Form 118 to USAID/MGT 24 hours prior to intended travel. Instructions for submitting Lao Form 118 are spelled out on the reverse of the form.

5. UNOFFICIAL TRAVEL

- a. Unofficial travel outside Vientiane by Mission employees and their families involves more risks and therefore more stringent controls than official travel. All Mission employees traveling outside Vientiane on official business are daily "veteran travelers" and have more than likely visited their destination a dozen or more times and are cognizant of road hazards off the main routes of Laos. This is not true of unofficial travelers who are probably venturing outside the city for the first time. Therefore, it is mandatory that all unofficial travel be limited to the following areas and main surface arteries in the Vientiane Plain:
- (1) North on RLG #13 to Phone Hong (see attached map) approximately 45 miles north of Vientiane. Thence, from Phone Hong east on the Ban Thalad Road to the Nam Ngum Dam. The Dam is approximately 12 miles from Phone Hong (again see map). One-way trip from Vientiane to the Dam

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traveling at 45 m.p.h. takes approximately 1-3/4 hours.

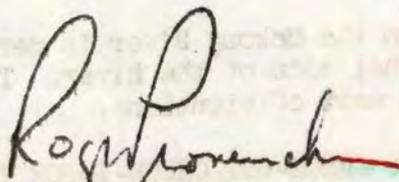
- (2) North on RLG #15 to the ferry at Tha Ngon approximately 15 miles beyond KM-6. East and north of Vientiane on RLG #13 (KM-6 Road), or RT #2 (Thadeua Road) to a point where these two (2) routes join. The junction of RT 13 and RT 2 is approximately 25 miles east of Vientiane.
 - (3) West of Vientiane on Route #2 to Ban Nong Da which is 6 miles beyond the City Water Works (Nam Papa Lao).
- b. All main highway routes described above are fairly good roads, some of which are paved. However, most of the roads are quite dusty during the dry season and slippery when wet.
 - c. Travel on the Mekong River is permitted upstream to the "Falls" on the Thai side of the River. The "Falls" are approximately 20 miles west of Vientiane.
 - d. MANDATORY CHECK-OUT/CHECK-IN FOR TRAVEL OUTSIDE THE VIENTIANE CITY ZONE
A check-out/check-in procedure is mandatory to enable the Mission to know the whereabouts of all official American and TCN employees at all times. Employees must log their departure for each trip and on the same log their return before 1700.

The USAID Dispatch Office (Bldg, 206) in the Na Hai Diao Compound has been established as the check-out/check-in point. A log book will be available for this purpose. (All employees are reminded that they must return to Vientiane and check-in prior to 1700 hours). This time limit has been established to assure daylight to search for overdue travelers.
 - e. The attached map shows points such as gasoline stations, tire repair facilities, and police posts along each respective route in the event a traveler is in need of such services. Also indicated is the USAID Office at Phone Hong where radio contact with Vientiane can be made in an emergency.
 - f. Services and telephones are not equal to those normally expected and the only sure way a traveler can notify the Mission of car breakdowns or other problems is by hiring a taxi --there are plenty on the approved routes mentioned.

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6. TRAVEL REGULATIONS

The regulations outlined above will permit members of this Mission to travel outside of Vientiane more freely than they have been able to do for four years. The liberalization in the rules has been made possible by an improvement in security conditions in the Vientiane Plain. These revised rules are, I hope, a first step which can be subject to review and further liberalization in the light of developments in Laos and of our experience in the coming months. I cannot emphasize too strongly, however, that, until further notice, these rules are mandatory on all American and TCN members of the Mission and their dependents. It will therefore be to the profit of us all to cooperate in carrying out the travel regulations.



Roger A. Provencher
Chairman

