



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 75TH AIR BASE WING (AFMC)
HILL AIR FORCE BASE UTAH**

16 June 2021

MEMORANDUM FOR ALL INSTALLATION VAN POOL PARTICIPANTS

FROM: 75 ABW/CC

SUBJECT: COVID-19 Mass Transportation Benefit Program (MTBP) Waiver

1. Throughout COVID-19, Van Pools continue to provide a great service to our workforce and I want to ensure we maintain this capability with this waiver as we transition through this pandemic. The AFI governing the program (DoDI 1000.27_AFI36-3901, MTBP) requires the van operator to use it 80% of the time for transporting employees to and from work with 50% of the seating occupied (80/50 rule). Van Pools failing to meet the 80/50 rule for more than 1 month in a calendar year will reimburse the Federal Government for the benefits received. Additionally, any Van Pool not meeting this requirement for 3 or more months in a calendar year may get suspended from the program.
2. Based on the authorities in DoDI 1000.27/AFI36-3901, MTBP, Enclosure 5, I continue this official waiver for the two requirements outlined above for the next 90 days contingent upon all van riders wearing masks while commuting. I will review this waiver again in the next 90 days and update it as necessary as the COVID-19 response continues to drive the need for more telework, social distancing, and self-quarantine. I will approve each additional period in writing and send out to all participants along with a posting to the Hill AFB web site.
3. Keeping all our Airmen safe remains my highest priority and I fully support this waiver; I need everyone to do their part as well. Please refer any further questions about the program to Stephanie Pollak (stephanie.pollak.1@us.af.mil) or send your questions to the Hill CPS inbox (hill.cps.team@us.af.mil).


JENISE M. CARROLL, Colonel, USAF
Commander